



NGFM Re-Opening Plan- COVID-19

Model: Hybrid Framework

This plan has been based on best practices of other Markets who are already doing this, FMNS recommendations and Public Health guidelines. It is important to note that as it stands, Farmers Markets are considered essential services and therefore do not need to abide by capacity restrictions but must still follow physical distancing regulations. This changes when seating and music options are added. The plan is a phased format to make it manageable and evaluate how many volunteers we need to operate and maintain all regulations and guidelines.

PHASE 1

- Outdoor only. Limited spaces
- There will be no schedule A prepared foods. We do not have the capability to do handwash stations and to adhere to all the restrictions that comes with that. Those vendors will still be online only during this phase.
- Current artisans will stay online and have the option for in-person, artisans currently not online will attend in person Markets only
- If we have more vendors than spaces, artisans will attend on a rotational basis
- Schedule A vendors (meat and cheese) must have a valid Schedule A permit
- Food trucks will be allowed, but they must follow all social distancing guidelines as well as any special guidelines outlined for them by public health and food safety. They will need to have their own source of power and will have to be along the side of the market building adjacent to the river to allow for unobstructed pedestrian traffic flow. Food must be packaged for people to take off site. The number of food trucks may need to be limited to allow space for other vendors
- We will block off from the median to the left side of the dome and from the far side of the Market building to the median. If needed, we can place vendors down the road along the river.
- There will be no customer seating at this time.
- One space limit (10x10)
- Priority for available spaces (just to get a space, not a specific space) to online members, then online Primary producers first, then online and member schedule B foods, then member artisans, then any non-member vendors
- Spaces may be limited by the tables the market can provide.
- Tents are available to primary producers first, then schedule B food producers first and should be booked by Thursday after that, it will be a first come first served basis. There is no charge, but vendors must set up and tear down their own tents. **
- Tents absolutely must be weighted

- The Market will supply tables while quantities last, after that vendors will need to supply their own tables.
- We can also put vendors down the road beside the market (where vendors normally park)
- Spaces will need to be booked in advance, no later than 9am Wednesday morning and it will be first come, first served with online members first, then other members, then non-members
- All vendors that wish to attend and have not done so will have to submit a Marketwurks application, this will allow me to create a map and provide information for customers.
- Contactless payment is preferred, but cash can be accepted. There will be no access to the ATM or the Market building during Phase 1
- Washrooms in the Market building will be accessible to customers, the dome washrooms will be accessible to vendors.
- No penalty for windy, rainy/inclement weather.

Phase 2: This began July 25

Implemented after Phase 1 and current directives have been evaluated and we have the human resources to ensure safe and effective operation.

- Open the Market building, outer walls only. Food vendors and existing farmers
- Center is clear to allow for customer distancing
- In one side entrance and out the other to encourage customers to go past all vendors or a pedestrian roundabout as an alternative.
- Access to ATM and washrooms
- Limited eating areas/chairs outside
- No live music in the building as it then becomes an event, no seating inside due to space constraints as we would then be considered a restaurant
- **UPDATE July 31:** Masks will be required inside the Market building during operating hours

ONLINE ORDERING

- Online ordering will remain available and pick up will remain on Saturday mornings.
- Vendors will need to drop off by 8am. If we want to open at 9am, we may need to facilitate earlier drop off times to make this work. The alternative is running the Market 10-2pm to coincide with Market pick up times
- Order pick up will turn into pick up at the dome rather than curbside.
- If possible, we will make a few spots available for curbside by appointment for those that need it.
- Our food bucks families will receive their money for online ordering only. Any additional shopping at the in-person Market would come from their personal finances.
- Customers picking up their order could also then shop in person as well
- Online vendors need to fill online orders first and should keep that in mind when setting availability. Shorting orders to bring products to Market is not permitted.
- All non-artisan vendors that wish to attend in person must also be online unless we are unable to accommodate them. I.e; cannot do technology for religious reasons or no access to technology or if a product does not fit the online format

- Any dogs that come to the Market must be on a leash and cannot be left unattended and cannot be inside any building per normal rules

COVID-19 Precautions (subject to change with public health guidelines):

- No sampling
- Spaces will be visibly marked with chalk paint. This will define the areas for vendors. All spaces will be 10x10, this will allow for a tent, but also provides ample space for physical distancing vendor display, and customers to interact with vendors. Vendors are responsible for ensuring they leave enough room for distancing ie; not taking up the entire space for display
- vendors are not to attend Market if they have been out of the Maritimes or country in the last 14 days and cannot attend if they are ill. If a vendor, volunteer or staff tests positive for COVID-19, the Market must be notified immediately. No penalty for cancelling if sick. If a vendor appears unwell or ill at Market, they may be asked to leave.
- Masks are welcome, but they are not mandatory
- Vendors must ensure social distancing guidelines of 2m or 6ft is adhered
 - Watch for line ups
 - Accepting payment is fine (sanitize or wash hands afterwards). Another option (not possible for all of course) is to have a helper designated to look after payment
 - A good idea have a small table or stand where a customer can place money and you can place their order to minimize contact
- Vendors are encouraged to wash hands regularly and/or use hand sanitizer and clean high contact areas frequently ie; electronic payment systems.
- Vendors are required to sanitize their displays regularly and their tables at the beginning and end of each Market
- Vendors are to have minimal product on their table for display and keep the rest of their product behind the table to help discourage touching
- There will be loads of space in front of tables for distancing. As vendors are considered essential services, there does not need to be 6 feet between them and customers, allowing customers to hand over money and for vendors to accept payment.
- All vendors are required to have signage that tells customers not to handle product
- Farmers must have additional signage that says produce must be washed
- All food must be packaged
- There will be one entrance and one exit on opposite sides of the median for pedestrian shoppers
- We will provide hand sanitizer at enter/exit points
 - **UPDATE July 31:** Masks will be required inside the Market building during operating hours

FEE STRUCTURE

This is an interim COVID19 fee schedule. These rules are an addendum until such time as the Market can resume normal operations and are subject to change based on the financial needs of the Market.

- Those who are listed online will continue to pay online fees. Online fees will be capped at \$90 per week.
- If an online vendor wishes to also have a space at Market on Saturday and they have paid the equivalent or more to the table fees for their space(s), their table on Saturday will be complimentary. If the vendors online fees are less than a table fee online, then they will only be charged the difference for their space(s) on Saturday. That difference will be deducted from their payout.
- Those who are online are required to remain online, but are not obligated to have a table at the in person market. If a vendor de-lists their products online, they will not be permitted to attend the in-person market on Saturdays. This is to ensure that customers and supported families still have choice and variety online and that we are prepared in the event of a second wave closure.
- Regular table fees apply to the in-person Market, vendors are asked to e-mail transfer their table fees
- Market Money will be accepted, but we will not be selling physical Market Money. Market Money can still be purchased online to be redeemed online.