



Springwater Elmvale Farmers' Market
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COVID-19: 2021 Farmers' Market Policies and Procedures

These are challenging times and farmers' market operations have had to change to ensure safety of customers, vendors and staff. During the COVID-19 Pandemic, local municipalities may permit farmers' markets to operate if they allow for proper safety measures, as well as have their application and layout approved by the local health unit.

The Township of Springwater continues to allow the Springwater-Elmvale Farmers' Market to run in the municipal parking lot located at 33 Queen Street West, Elmvale. The Township will work in partnership with the Farmers' Market manager to have the Market open during the 2021 season with the proper policies and procedures in place.

In order for the Farmers' Market to continue to operate, Market staff, vendors and customers will all have to work together and do their part to adapt to the recommended policies and procedures of public health officials. This guide summarizes, best practices, operational modifications, and appropriate personal behaviours to keep everyone safe at the Springwater-Elmvale Farmers' Market during the COVID-19 Pandemic.

1. Staff and Market Organizers

- Policies and Procedures
 - Ensure Market staff and vendors are aware of the COVID-19 modified Market procedures/policies;
 - Ensure Market staff wear a face covering at all times during the Market;
 - Ensure vendors are aware of any revised layout of the Market site;
 - Ensure signage is displayed with public health recommendations;
 - Ensure hand sanitizer is readily available for Market staff, vendors and customers;
 - Ensure compliance with requirements of the municipality and local health unit;
 - Ensure Market staff is available to direct people, provide information and limit any socializing in the Market area; and,
 - Keep attendance of Market vendors and staff in each booth weekly, for contact tracing purposes.
- Physical Distancing/Crowd Control
 - Ensure signage on physical distancing is displayed at entrance and throughout Market area;
 - Ensure staff and market organizers respect and follow physical distancing;
 - Ensure that there are line markers spaced 2 metres (6 feet) at the entrance and throughout the Market as needed;

- Ensure one way travel route for customers is provided and clearly marked throughout the Market;
- Ensure clear “enter” market here and “exit” market here signage;
- Ensure that a minimum of 2 metres (6 feet) is provided between each vendor space (booth);
- Limit the number of patrons within the Market area when necessary and have a line up area set up with 2 metres (6 feet) markings at Market entrance for crowd limiting purposes; and,
- Ensure no seating areas are provided and encourage short, quick visit times.
- Washroom Use
 - Ensure washrooms are cleaned in accordance with public health recommendations before and after each Market day;
 - Ensure signage is posted in accordance with public health recommendations;
 - Ensure hand sanitizer is available in the washroom; and,
 - Ensure signage is displayed at door notifying of a one person (adult) limit in washroom building at any one time.
- Social Media
 - Township staff to ensure that social media be used to inform the public about the COVID-19 measures in place at the market.
- Screening
 - Ensure that all Market staff are actively screened prior to attending the Market.

2. Vendors

- Notify the Market manager and do not attend the market if you are feeling ill, have a fever or have recently traveled (or have been in contact with someone who has);
- Complete screening requirements as required by the local health unit;
- Ensure compliance with all health unit requirements;
- Ensure your staff respect social distancing between themselves and customers while at the Market and during all stages of the sale process;
- Set up booths in a manner that provides ample space for social distancing and prevents patrons from touching items (i.e. double table setup, products kept to side, etc.);
- Consider the use of Plexiglas barriers at vendor booths (as seen in grocers to date);
- Face coverings are required to be worn by vendors at all times during the Market;
- Wash and/or sanitize hands after each customer interaction;
- Samples are not permitted to be served;
- Rounded pricing and/or alternative forms of accepting payment (i.e. e-transfer, debit/credit, etc.) are encouraged to reduce cash handling;
- Allowing for pre-ordering and online payment (i.e. e-transfer) is suggested;
- Suggested to keep received cash separate from the cash you make change with to reduce infected cash from circulating through the Market, as viruses can live on surfaces for up to 72 hours;
- Ensure customers are not touching items and vendors are handling/bagging for them;
- Avoid lengthy conversations with customers, as the goal is to have them get in and get out with what they need; and,
- Advise Market staff of any suggestions you have to improve safety or of any issues that may arise.

3. Customers

- Stay home if you are feeling ill, have a fever or have recently traveled (or have been in contact with someone who has);
- Complete screening requirements as required by the local health unit;
- Send only one (1) healthy family member to do the shopping;
- Leave your pets at home (with the exception of service animals);
- Respect social distancing measures in place and maintain separation of 2 metres (6 feet) from others at all times while at the market;
- Line up in the designated areas;
- Make a list to expedite your shopping trip;
- Do not consume any products on site;
- Wash and/or sanitize your hands before entering and after leaving the Market;
- Do not touch the products. Vendors will handle and bag items;
- Masks are required to be worn at all times by customers while visiting the Market;
- Follow the instructions of Market staff; and,
- Get in and get out.

We need to remain diligent now with these safety measures, so that we can return to all the fun, socializing and enjoyment of the Market we love in the future! Please note, that the policies and procedures described in this document are subject to change based on provincial and local health unit requirements.

Let's keep our Market safe. Let's keep our Market successful.

Joanna Sutton
Market Manager
Springwater-Elmvale Farmers' Market

Vendor Acknowledgment

_____ (Name) of

_____ (Business Name) hereby acknowledge that I have received a copy of the COVID-19: 2021 Farmers' Market Policies & Procedures, reviewed it in its entirety and agree to the vendor responsibilities, and will operate in compliance with all applicable provincial, municipal and health unit COVID-19 requirements/protocols.

Date

Signature