
North Saanich Farm Market

'Growing Home'

2024 Policy Guide for Market Vendors



Welcome to the Market

The North Saanich Farm Market has been operating since 2005 supporting local growers and farmers by providing them with a venue to sell their produce and products. Vendors who have store fronts or wholesale businesses (with the exceptions of farm stands) are not qualified to participate. The North Saanich Farm Market operates on the principles of not-for-profit; any profit made will be used to either promote the market or support local farmers. The Market is founded on principles of community and collaboration, which we collectively demonstrate by being courteous and respectful to all who attend the market, by helping each other to set up and take down stands, by appreciating the efforts of the Market volunteers, and by purchasing from each other.

Vendors must abide by the make, bake or grow policies of the BC Association of Farmers Markets. Although as a vendor you come to the market as an independent retailer, you are operating under the auspices of the North Saanich Food for the Future Society (NSFFS), and as part of that collective benefit from the marketing, organization and planning that is provided. In return, NSFFS requires that all vendors become members of the Society (\$10 membership fee) and operate in accordance with the policies outlined in this document. Failure to operate in accordance with the aforesaid policies may result in a board review, which may in turn result in the suspension of vendor privileges.

If you are a food producer please review the Guideline for Sale of Foods at Temporary Food Markets found on VIHA's website (link below) to determine if your product is considered low or high-risk. If you are unsure what requires a Letter of Confirmation contact VIHA and let them know what you are planning on making and they will be able advise if you need one or not.

<https://www.islandhealth.ca/sites/default/files/2018-05/temporary-food-market-guidelines.pdf>

Vendors will be selected when considering five major criteria (in no particular order): seniority, history of compliance with Market rules, demand for product vs. number of similar vendors, number of spaces available per category, and timely receipt of application forms, documents & payment.

Policies and Information for Vendors and Other Participating Groups

Key Reminders

The North Saanich Farm Market will be held every **Saturday from 9:30 to noon, 10990 West Saanich Road, North Saanich.** In 2024 the market will be held from June 1st until October 12th, (20 markets).

Space is limited at the market and priority will be given to North Saanich growers, followed by Saanich Peninsula growers. Up to 25 percent of the space will also be made available to North Saanich residents wishing to sell locally made arts and crafts.

If you are not attending on a weekly basis, to ensure that you have space at the Market please email us at **nsaanichfarmmarket@gmail.com** no later than the Wednesday before the applicable market. You can also notify the Manager if you wish to reserve a space for each Saturday of the Market.

Set-up begins no earlier than 8:00 am. Set-up is completed by 9:00 am.

Vendor location within the market is at the discretion of Market Management

No pre-sales to any individuals are permitted prior to the market opening at 9:30 am. (With the exception of other vendors and volunteers.)

Parking space is available for vendors on Clayton Road (parking at the church is reserved for market customers). ***SEE PARKING GUIDELINES BELOW***

For a daily charge of \$30.00 you will be provided with a 10' X 10' space. Please bring everything you need: table, umbrella or tent, cash, chairs, and most

important, the produce/product that you wish to sell. Plan ahead to take your garbage with you - leave your space as clean as you found it.

We request that, even if you sell all your produce/product before the end of the market, you remain at your table until noon.

To foster a spirit of community at the market all members, vendors, and volunteers are expected to treat each other and customers with courtesy and to work together in a spirit of cooperation, and open, positive communication.

As much as we appreciate dogs, please do not bring your dog to the Market.

Parking Guidelines at the market venue

Parking spaces on the church property are reserved for our customers. When unloading your vehicle, please enter the church grounds from the left (or south) of the church building – the first driveway you come to when driving north on West Saanich Road. Drive around to the back of the church and pull as far forward as possible. PLEASE UNLOAD YOUR CAR COMPLETELY AND PULL THROUGH TO PARK BEFORE RETURNING TO SET UP. Volunteers will help as much as possible. Park your vehicle on Clayton Road **west of the traffic cones** (obeying the posted parking signs), or BEHIND Deep Cove School (leaving the adjacent parking on Clayton and W. Saanich Roads open for customers), then return to set up your space.

At the close of the market at noon, begin takedown and have all of your wares ready to load into your vehicle. Pull into the property in the same manner as setup, keeping in mind that everyone will be leaving at the same time and there may be congestion (which planning and courtesy will help to alleviate). PLEASE DO NOT PARK OR DRIVE ON THE GRASS AT ANY TIME.

Sale of Products and Services

- All produce and products offered must be grown and produced locally.
This encourages a direct relationship between the producer and consumer.

A further mandate of the market organizers is to move toward organic growing practices. To that end, we ask that all growers complete and display a copy of the **Growers/Producers Statement for the NS Farm Market (Appendix A)**, and supply the Market Manager with a copy of same for the market's files)

- Without an appropriate VIHA permit the following items may not be sold: dairy products (milk, cream, cottage cheese); live animals, including fish and fowl; cakes, pies, tarts or bread products that have syrup, frosting or topping on the surface or a cream filling. A copy of VIHA approval forms must be provided to the market manager, and displayed at your table.
- If you are selling spa or beauty products, you will need to provide a **Canada Health Cosmetics Number**.

As a vendor, purchasing insurance coverage for your market participation is mandatory for the 2024 season. You will be asked to attach a copy of your current **insurance** policy. The North Saanich Farm Market **must** be included as additionally insured on your policy. There are many options for insurance. Vendor coverage is offered at a substantial discount through the BC Association of Farm Markets or inquire if your home owners insurance provides additional coverage

- <https://bcfarmersmarket.org/vendor-insurance-wf/>
- <https://duuo.ca/vendor-insurance/>

Provincial and Capital Regional District Health Regulations apply to all products sold and a vendor shall immediately cease to sell and remove any product upon the request of an official or representative of the Vancouver Island Health Authority (VIHA). Vendors must phone or email the Victoria Office each season for

approval before selling at the Market: Victoria – Gateway Village ph: 250-519-3401
fax: 250-519-3402 email: gateway_office@viha.ca . It is the sole responsibility of
the Vendor to obtain VIHA approval to sell at the Market.

Pricing: Each grower is responsible for pricing their own produce. **A pricing list guideline for produce will be distributed to growers.** Vendors with their own tables can price their produce up to 20% above or below the suggested prices; vendors selling through the Community Table must price their produce at the suggested prices.

The decision as to the suitability of any product for sale at the Market shall be at the absolute discretion of the market organizers.

Policies for Education/Community Groups and Services

A maximum of one space may be reserved for education/community tables at each market. These are not-for-profit organizations that in some way contribute to the environmental, social or cultural health of the community. Attendance at each Market must be pre-booked. Priority may be given to groups who have not yet had a table at the Market in the current season. Groups promoting political parties or religious perspectives are not considered education/community groups. No sales are permitted at the Education Table.

Market Organizational Structure

The North Saanich Farm Market is operated by the not-for-profit society North Saanich Food for the Future Society (NSFFS)

The North Saanich Food for the Future Society was formed to support and sustain agriculture in the municipality of North Saanich. This goal is achieved by:

Stimulating and supporting our local economy by providing a venue for organic market gardeners, backyard growers, home produced foods, crafts and artisans

- Organizing events that celebrate local foods
- Creating an opportunity for community groups to convey information to their neighbours concerning important local, social, and environmental issues
- Encouraging ecologically harmonious methods of food production
- Advocating for the protection of agricultural land

The Board makes decisions by consensus. The Board Directors in 2024 are:

Susan McIntyre.	Doug Bernard
Kathy Scott	Penny Gibbs
Susan Chandler	
Heidi Hedley	Ingrid Hansen
Stephen Parslow.	Katie Underwood

Market Contacts

If you would like to participate in the market as either a vendor or a volunteer please contact nsaanichfarmmarket@gmail.com

5 Grower's/Producer's Statement for the NS Farm Market

6 This statement is to help consumers make their market choices, and is to be displayed prominently at your table each market. It is the mandate of the North Saanich Farm Market to move towards organic production.

7 **Name:** _____

8 Name of Farm and Address:

9 _____

10 I/we confirm that all produce and farm products sold at the market are grown/produced in the municipality of North Saanich, or on the Saanich Peninsula by the above growers: Yes

11 I/we are Certified Organic Producers:

12 Yes Certificate # _____ No

13 3. I/we, although not certified organic growers, use organic and sustainable practices:

14 Yes No

15 4. I/we use the following methods in our production practices:

• **Soil, Seed and Plant Practices**

- Compost: Yes No
- Crop Rotation: Yes No
- Chemical Fertilizers: Yes No
- Genetically Modified Organisms: Yes No

- **Insect and Disease Control**

- Chemical Controls: Yes No

- **Weed Control**

- Chemical Weed Control: Yes No

- **Animal Welfare**

- Hormones and Antibiotics Yes No

16 Following is the link for the Certified Organic Standards and Permitted Substance List.

17 http://www.tpsgc-pwgsc.gc.ca/cgsb/on_the_net/organic/index-e.html

18 _____