

Plan of Operation for Horton Farmers' Market 2020 Season

We plan to adhere to the Guidance for Ontario Farmer's Markets during COVID-19 from South Western Public Health May 8, 2020, and the Ontario's Farmers' Markets protocols from Farmers' Markets Ontario which was last updated April 7, 2020.

Market Manager must ensure that:

- 1. Prior to entering the market, all vendors and employees must complete the Ontario Health West COVID-19 Self-Assessment tool .**
 - All vendors, volunteers, and employees must complete COVID-19 self-assessment tool and manager will follow up
- 2. Signage must be posted to remind staff and shoppers of signs and symptoms of COVID-19 and what to do if they begin to feel ill. This is to ensure that anyone who is ill or has been in close contact with a positive or probable case is excluded from the market.**
 - **If anyone fails the screening or begins to show signs/symptoms of COVID-19 while visiting the market, they are to leave the market immediately and call the Southwestern Public Health COVID-19 hotline at 1-800-022-0096 extension 9.**
 - Signage that SWPH provides will be posted
 - Manager and volunteers will be watchful and enforce
- 3. Additional signage must also be posted to promote public health measures including physical distancing, respiratory etiquette, and hand hygiene in visible areas.**
 - Signage that SWPH provides will be posted
- 4. Physical Distancing (2 metres) must be maintained at all times. If physical distancing cannot be maintained, employers and customers may implement the use of face coverings as source control.**
 - Altering of vendor placements and of pedestrian flow will allow for greater ease of physical distancing.
 - Signage reminding of importance of physical distancing will be posted
 - Manager and volunteers will enforce
- 5. Their landlord/property owner approves.**
 - The Market Board and/or City Council must support and approve the opening of Horton Farmers' Market
- 6. They contact their local public health unit (PHU) and present a plan**
 - This is the the plan, which has been presented
- 7. Only food will be offered for sale as to comply with Ontario's Essential Workplace Order.**
 - This maybe changed as to comply with amendments to the Public Safety Protocols
- 8. Stands are spaced out and customer circulation is monitored or controlled**
 - Within the pavilions vendors will be moved to the interior and pedestrians to the exterior.
 - A fenced off line between the pavilions will need to be erected after vendors have unloaded, additional fencing and/or lines may need to be added to restrict pedestrians from cutting into other pedestrians physical distancing
 - Creating the change in the overall flow within the pavilion structures will cut down on congestion within the traffic flow
 - Signage will be utilised to explain flow of pedestrian traffic at entrance and possibly at other places along pedestrian route

- Yellow or red tape will be utilised to create directional arrows
- Markings for the 6 foot distancing will be in place and clearly visible (spray paint, chalk, cones, etc)
- Traffic in the building will travel in one direction only.
- The building will have clear entrance and exit signs posted, with the North double doors the designated entrance and the east facing double doors designated as exit only.
- Volunteers will be located at the entrance and exit of building to ensure that protocols are being followed.
- Only allowing a set number of customers in the building and pavilions at a time to ensure the maximum number of people still allows for 2m distance in between all people
- Customers will line up around the perimeter of the building and distancing tape and/or fencing will be used if necessary, as well as 2m spacing for people in line will be marked

9. **The FMO COVID-19 Fact/Info Sheet is posted and seen by all vendors and shoppers.**

- There will be copies of the document posted at the entrance of the building at at various locations in the pavilions

10. **The names of all vendors selling are recorded for each market day and the records are maintained.**

- This has always been required and will continue

11. **Washroom(s) and/or hand sanitizer station(s) is/are available for all shoppers/vendors to wash their hands as required.**

- 2 washrooms must be made available during open hours
- The sink between the southwest coolers allows for easy access for all vendors to use as a handwash station
- Stations with sanitizer, paper towels, an garbage receptacles will be setup at the beginning of pedestrian traffic, entrance to building, and exit of building.
- Each vendor should also have hand sanitizer at their booth, and anyone who is preparing/handling food will need a hand wash station at their own booth

12. **Washroom(s)/handwashing station(s) are properly stocked and frequently cleaned and disinfected.**

- A cleaning/restocking schedule will be created

13. **Must complete a list of all vendors selling food for each market day and the records must be kept for the remainder of the season plus two weeks (14 days)**

- List of vendors will be maintained on templates that have been created by SWPH

14. **There is no sampling of food.**

- This will be communicated to vendors and enforced.

15. **There is no use of reusable or customer supplied containers**

- Will communicate this to vendors via email, customers via social media, as well as include on signage.

16. **There are no communal tables or seating.**

- There will be no tables or seating

Food Vendors measures to protect themselves and shoppers:

All vendors have been advised of the protocols and will be resent this information again before the Market opens.

We will be recommending contactless payments where possible.

1. **Stay home if feeling unwell or fail the screening tool**
Vendors must self-monitor for symptoms of COVID-19. If symptoms develop while at the market, they must leave immediately and contact their local health unit for further direction
 - Signage that SWPH provides will be posted
 - Manager and volunteers will be watchful and enforce
2. **Wash hands regularly and thoroughly (minimum 20 seconds) with soap and water or use an alcohol-based hand sanitizer.**
 - Market Manager will do a check each morning to ensure hand sanitizer is present at each booth.
 - Sinks are available in washrooms and inside the building.
3. **Clean and sanitize frequently-touched market stand surfaces regularly (with household cleaners or diluted bleach solution of 1 part bleach to 9 parts water).**
 - Market Manager will complete a check to ensure each vendor has correct cleaning supplies.
4. **Maintain social distancing– keep 2 metres (6 feet) away from others.**
 - Market Manager to remind vendors as needed.
5. **Avoid touching eyes, nose and mouth.**
 - Market Manager to remind vendors as needed.
6. **Cover mouth and nose with sleeve or tissue when coughing or sneezing; dispose of tissue immediately and wash your hands.**
 - Market Manager to remind vendors as needed.
7. **Do not accept re-usable bags or containers that are to be handled by staff and ensure customers use new bags only or provide staff to bag items for customer using new bags**
8. **Prepackage and box products at a fixed price to reduce contact.**
9. **Consider only allowing the vendor to handle food.**