



# City of Dawson

## Farmers' Market

### Policy #17-03

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#### **1.0 POLICY STATEMENT**

The City of Dawson supports the local agricultural community; encourages local food production and promotes a healthy community through the allocation of vendor stalls.

#### **2.0 PURPOSE**

This policy establishes the rules and guidelines of the Farmers' Market and ensures a fair process to all the vendors.

#### **3.0 AUTHORITY FOR APPROVALS**

3.1 The authority for approving vendor stall requests shall be as per this policy.

3.2 Council may by resolution enter into a lease agreement with a Lessee for the coordination of the Farmers' Market and this agreement shall establish an annual price for the lease of the vendor stalls.

#### **4.0 ADMINISTRATION AND ENFORCEMENT**

Unless otherwise indicated, the City of Dawson or its delegates shall be responsible for the administration and enforcement of all vendor stalls.

#### **5.0 MARKET SEASON**

The Market Season shall commence May 1<sup>st</sup> and continue up to the Thanksgiving Weekend each year.

#### **6.0 RULES AND REGULATIONS**

6.1 The Market stalls are available each Saturday during Market Season from 9:00 am to 8:00 pm.

6.2 Council may by resolution establish an additional Market Day for special events or as deemed necessary.

6.3 All Vendors must have a current and approved Business License as per the Business License Bylaw or any successor legislation.

6.4 Vendor stalls shall be available for rent each year on March 1<sup>st</sup> on a first come, first served basis.

- 6.5 Vendor stalls shall be available for rent each year on February 1<sup>st</sup> for any vendor that rented a stall and attended ten (10) or more market days in the previous market season.
- 6.6 Vendors shall remove all stalls and displays from the site by market close including all packaging and waste material.
- 6.7 Vendors unwilling to observe the terms set out in this policy may result in the termination of vendor stall privileges.

## **7.0 GOODS SOLD IN THE MARKET**

- 7.1 Priority for stall allocation shall be granted for the sale of items that are grown, produced or substantially enhanced in the following areas in this order:
  - i. Traditional territory of the Tr'ondëk Hwëch'in
  - ii. Yukon Territory
  - iii. Canada.
- 7.2 Seventy percent (70%) of all vendor stalls shall be reserved for vendors that comply with the criteria in 7.1. The remaining thirty percent (30%) shall be available on a first come, first serve basis.
- 7.3 Vendors are not permitted to prepare and sell consumable goods on site.
- 7.4 Mobile Refreshment Stands are permitted to operate during the Farmers' Market in accordance with the "Business License Bylaw".
- 7.5 All products may be subject to approval by the Chief Administrative Officer; vendors selling prepared food shall provide proof of an Environmental Health permit/exemption.

## **8.0 SIGNAGE**

- 8.1 All signage associated with individual stall holders must be removed by market close each day.
- 8.2 All Farmers' Market signage and advertising must be removed by season end.

## **9.0 RESPONSIBILITIES**

- 9.1 The City of Dawson shall determine the size and location of the Farmers Market.
  - 9.2 A Lessee shall provide Certificate of Liability Insurance for a minimum amount of two million (\$2,000,000.00) dollars, or an amount of greater value when required by the Chief Administrative Officer, naming the City of Dawson as an additional insured. Certificate of Insurance must be submitted to the City, in a form acceptable to the City, at the time of stall rental.
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- 9.3 Indemnify and save harmless the City of Dawson from and against any and all claims, including without limiting the foregoing all claims for bodily injury or property damage caused by, arising from or connected with any act or omission of the applicant or any agent, employee, customer, licensee or invitee of the application, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities or services of the City.
- 9.4 Vendors shall follow all requirements of the Occupation Health and Safety Regulations and observe all legislation, bylaws and regulations;
- i. Abide by all conditions as identified by the Chief Administrative Officer
  - ii. Co-operate with and take direction from all City of Dawson staff
  - iii. Clean up all debris and waste after the activity is over
  - iv. Restore any disturbed or damaged surface works to City standards, unless otherwise directed by the Chief Administrative Officer

## 10.0 GENERAL CONDITIONS

- 10.1 This Policy shall be reviewed at least every three years to ensure that it is current and relevant.

<b>POLICY TITLE:</b>	<b>City of Dawson Farmers' Market Policy</b>
<b>POLICY #:</b>	<b>17-03</b>
<b>EFFECTIVE DATE:</b>	<b>May 9, 2017</b>
<b>ADOPTED BY COUNCIL ON:</b>	<b>May 9, 2017</b>
<b>RESOLUTION #:</b>	<b>C17-14-27</b>

Original signed by:  
Wayne Potoroka, Mayor

John Skilnyk, CAO

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