

Terms of Reference of the Proposed Farmer's Institute Open Air Market Working Group

(February 2017)

SECTION 1 - MISSION STATEMENT

The Open Air Market will support small scale farming with a focus on non-commercial values, including education, inclusion and community. We work in partnership with other agricultural organizations and community groups to promote the growing of safe, nutritious local food. We value traditional skills and work to preserve rural arts. We seek to raise the status of farming, provide direct marketing opportunities and spark the local economy.

SECTION 2 - Open Air Market DOCUMENT – INTENDED AUDIENCE

- General Public
- City of Powell River
- Powell River Regional District
- Paradise Exhibition Park Society
- Other governmental and non-profit bodies as required
- Farmers' Agricultural Institute members

SECTION 3 – OPEN AIR MARKET WORKING GROUP COMPOSITION AND GOVERNANCE

The Open Air Market Working Group operates under the auspices of the Powell River Farmers' Agricultural Institute on behalf of the community of the Powell River Regional District. The Open Air Market Working Group membership to include:

- President of the PRFAI (as observer)
- minimum of three members of the FI

The Working group will elect its own Chair, who will be responsible for reporting on behalf of the group to the Board of Directors of the Farmers' Agricultural Institute as well as to the Farmers' Agricultural Institute as a whole.

The Working group will operate the Open Air Market under the criteria designated by the BC Association of Farmers Markets and will be responsible for maintaining the liaison with that organization.

The working group will request the participation or consultation of others as deemed necessary and reserves the right to hire and fire a market manager and stage manager.

Should the Working Group be in receipt of funds, a treasurer will be assigned reporting to the treasurer of the Farmers' Agricultural Institute and responsible for reporting on the disposition of funds while the Working Group determines the allocation of said funds.

SECTION 4 - OPEN AIR MARKET OBJECTIVES

The Open Air Market, is to be led by the Farmers Institute on behalf of the community. It is in keeping with the strategic plan which emphasized the need for diversification in farming, and will continue to:

- a) provide a weekly venue for local farmers and craftspeople to offer their products and services to the local

community.

- b) provide leadership in the agricultural sector. Examples of such leadership in the past include but are not limited to; providing a venue for speakers and information on GE free zones, herbicide- and pesticide-free crops, food safety, environmental issues, water resource management, agricultural sustainability, food security for Powell River, and historical data regarding agriculture.
- c) provide a destination for people to socialize, entertain guests and increase public awareness regarding issues that concern the agricultural community. The average British Columbia resident is two generations removed from the family farm. Meat regulations, quota systems, agribusiness and other forms of corporate agriculture threaten further distancing. The fall fair educates the public once a year. The market does this on a weekly basis while continuing to raise the standard of wholesome, local produce.

SECTION 5 – TIMELINES

The Open Air Market has been operating since 1987 in accordance with their Market Operations and Policy Manual. This committee will continue to:

1. Define and maintain the Market Operations Policy Manual– determination of the steps, processes and resources required.
2. Conduct the 2 weekly Open Air Market events– Execute the steps, and produce the processes as previously defined.
3. Report periodically to the PRFAI on the status of the above.

SECTION 6 – RESPONSIBILITIES

Board of Directors of the Farmers' Agricultural Institute:

- to provide oversight and support to the Open Air Market Working Group.
- to safeguard the non-profit status of the PRFAI and in particular the Open Air Market in accordance with the directives of the BC Association of Farmers Markets.

Open Air Market Working Group;

- Develop and maintain:
- Location and conditions of Open Air Market
- Determine and document all processes required to fulfill the objectives
- Report regularly to the PRFAI as to progress, issues, and risks
- Maintain minutes and progress reports for presentation to the PRFAI Board of Directors

Open Air Market Treasurer, if required

- Act as an independent observer/reviewer of expenditures
- Report to PRFAI Board of Directors on the expenditure of any funds.

Open Air Market Members

- Attend weekly Open Air Market Events to sell their products and services as per guidelines

SECTION 7 – AMENDMENTS

This document to be reviewed annually by the Open Air Market Working Group. Changes to be presented

to the PRFAI Board of Directors.