



Request for Proposal, Land Use Plan and Application Form

Deadline for Applications: March 30, 2018

Apply by email to: info@haliburtonfarm.org

Description of Opportunity at Rental Unit 6 – currently known as Littlest Acre:

Rent land for own farm business at Rental Unit 6

HCOFS is looking for a farmer wanting to learn to run a certified organic farming business. The applicant needs to have either farming experience, farming education or a combination of farming education and experience. There is a potential opportunity to work with the current farmer for transition. The farmer will commit to making full use of Rental Unit 6 at HCOFS, on a full time basis - under a 4 year agreement, with possibility of extension. The farm business is to focus on certified organic produce and/ or seedlings and seeds production for sales at the shared Farm stand, shared Farm Food Box program, shared Moss Street Market stand as well as own local sales. Some hard assets and other are for sale from the current farmer on Unit 6.

Land Use Plan: Rental Unit 6

What HCOFS offers

HCOFS Land Base

.63 acre certified organic land for lease. See Map in Addendum C.

HCOFS Infrastructure

- 7' deer fence enclosing farm area. Upkeep and care of fences are responsibility of the business.
- Separate water meter with direct irrigation line access. Irrigation line is available for purchase from the current farmer.
- Share designated, paid space in HCOFS: -Centre Basement, -Farm Stand, -Farm Food Box program, -Coolers, plus -Moss St Market Stand space.

Equipment

No equipment provided. Please refer to Addendum A for current farmer asset list.

HCOFS Perennials not part of asset list

- HCOFS Hedgerows on the perimeter of the Northern neighbour fence line, to be treated with great respect in line with the vision of the farm as listed in the MOA for this area.
- Established HCOFS pear orchard for stewardship in return for Unit 6 product sales.
- Please contact current farmer for any available own business perennials to purchase.

Additional

- Existing IOPA certified organic farm site with mandatory renewal.
- Memorandum of Agreement for use of land for up to 4 years, with possibility of renewal
- Access to established markets – as under Infrastructure.
- Profile and links to your social media on Haliburton web site (<http://haliburtonfarm.org/>).

Your responsibilities

Expenses

- \$500/yr membership fee.
- \$250 cleanup deposit.
- Land Utilities (irrigation water).
- Education Centre Utilities (18% of Education Centre water, electricity and telephone. May be readjusted depending on actual use.)
- Share, as required, expenses such as sewage pumping, furnace repair, grass cutting, centre repairs with other farm businesses and the HCOFS.
- Proportional share of IOPA certification fees submitted each year at renewal.

Insurance

- Responsibility of farm business, as listed in MOA for this area. HCOFS Membership of \$30 per year is required to qualify for some insurance.

Maintenance

- Contribute to shared equipment maintenance if you use it, such as cleaning after each use, gas refills and return to HCOFS shed.
- Stewardship, monitoring and call for work party help of Unit 6 perimeter, biodiversity and orchard areas: Includes perimeter and orchard grass trimming, avoiding garbage, invasive species and recycling accumulation, permanently maintained bee boxes, permanent snake cairns (rock piles), permanent Unit 6 hedgerows.
- Adherence to food safe and certified organic standards.
- Closing of big gate, when not in attendance and in agreement with Unit 5.
- Winterizing (covering with wood chips and other insulation) water lines and shut-off valves to prevent irrigation lines rupturing.
- Shutting off water upon leaving premises, if not on a timer.
- Centre responsibilities: As listed in MOA for this area.

Farm Management

- Use land for the purpose of growing produce for sales at farm stand, Moss Street and other local markets and Food Box program.
- Follow IOPA certified organic standards. Complete IOPA paper work required for certification (assistance available upon request).

Community participation

- Use of the designated area to its full capacity.
- Offer communal support of other Farm businesses.
- Participation in Society education programs when required.
- Participation in HCOFS Food Box program and share responsibility in its operation.
- Share responsibility for operating HCOFS Farm Stand and attending markets.
- Attend Farmer meetings and support fellow farmers.
- Engage in discussions and a walkabout during which you record the boundaries of your future leased area with previous farmer of your leased land, two Board members and at least one member of the Biodiversity group managing the wetland, in order to become informed of history of land and its role in the surrounding eco-system.
- Work cooperatively on whole farm annual Farmers' planning meeting outcome.
- Share common ground maintenance with fellow HCOFS businesses and the Society.
- Commitment to building whole farm relationships with community and fellow farmers.

Other

Adherence to conditions in the head lease with the District of Saanich. Clauses of specific importance include (but are not limited to):

Section 12

"The Lessee further covenants to comply with all bylaws and regulations of the Municipality."

"The Lessee covenants not to keep or graze farm animals or poultry on the land except those listed below:

a) Chickens and Muscovy Ducks, limited to a combined total of 60

b) Roosters. Limited to a total of 5."

Section 13

"The hours of operation for farming activities, utilizing mechanized equipment, are limited to between 7am and 9pm daily."

Section 16

"The Lessee covenants not to install or utilize any additional outdoor lighting or electricity connections for farming or special events without the consent of the Land Commissioner or his designate ..." and the HCOFS Board.

Addendum A: Littlest Acre Assets for Sale:

Asset list for Unit 6 is available from current farmer.

Note: Although recommended and desirable by current lessee, purchase of the current lessee assets is not mandatory in order to lease the land.

Addendum B: HCOFS Land Lease Application Form Rental Unit 6:

Haliburton Community Organic Farm Application for certified organic farm land lease

1. Please describe your farming experience in detail (internships, paid farm work, relevant education etc.)

2. Why do you think that certified organic farming practices are important?

3. Are you familiar with the IOPA and COABCs certified organic guidelines and the Canadian Organic Standards?

4. Please describe your views on and any experience that you have with CSA (Community Supported Agriculture) and/or Food Box Programs.

5. Do you have any commitments outside the farm (i.e. a job?)

6. How many days in a week do you plan to commit to farming your plot?

7. How many years do you plan to farm at the Haliburton Farm?

8. How much start-up money do you have available to put into the farming business?

9. Are you involved in any community work?

10. Have you read the Vision of the Haliburton Community Organic Farm Society (available on website)? How do you see yourself contributing to the Society's success?

11. Why do you think it is important to demonstrate that small scale organic farming is economically viable?

12. How would you describe your farming style?

13. Why do you want to farm at the Haliburton Farm?

14. Is there anything else you would like to tell us?

Two References and telephone numbers:

Attachments:

1. Farm Business Plan, including:
 - Work Plan
 - Marketing Plan
 - Start up cost
 - Projected cash flow.

Addendum C: HCOFS Land Lease Areas Boundaries Map:

As attached.