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## **Finance Committee Meeting Agenda**

**Tuesday, September 5, 2023 – 9:00 a.m.**

**MODL Council Chambers – 10 Allée Champlain Drive, Cookville**

- 1. Call to Order**
  - 1.1 Mi'kma'ki Territorial Acknowledgement
- 2. Announcements, Acknowledgements, Recognition**
- 3. Public Input (15 Minutes)**
- 4. Changes/Approval of Agenda** (as circulated)
- 5. Approval of Minutes – July 4, 2023** (as circulated)
- 6. Business Arising from Minutes**
- 7. Presentations/Scheduled Times - Nil**
- 8. Consideration of Correspondence - Nil**
- 9. Recommendations from Council - Nil**
- 10. Staff Reports**
  - 10.1 Finance Department**
    - 10.1.1 Operating Variance Report 1<sup>st</sup> Quarter (to June 30, 2023) ..... 1-4
    - 10.1.2 Capital Status & CCBF Investment Report 1<sup>st</sup> Quarter (to June 30, 2023) ..... 5-10
  - 10.2 Planning & Development Department**
    - 10.2.1 What We Heard from Public Survey re Food Insecurity..... 11-26
- 11. Added Items**
- 12. In Camera**
  - 12.1 Contract Negotiations under Section 22(2)(e) of the MGA
  - 12.2 Contract Negotiations under Section 22(2)(e) of the MGA
- 13. Adjournment**



## Municipality of the District of Lunenburg

### Report to Council

**Report To:** Finance Committee  
**Submitted By:** Elana Wentzell, Director of Finance  
**Date:** September 5, 2023  
**Re:** Operating Variance Report 1<sup>st</sup> Quarter ( to June 30, 2023)

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The enclosed Operating Fund Variance Report gives Council details of operating budget accounts where variances to budget have occurred. Staff have commented on all forecasted budget variances.

In this first quarter report, staff are projecting an Operating surplus of \$34,100 which represents a \$6,400 (0.02%) budget variance.

The revenue variance shows \$6,600 in additional revenue expected to be received compared to budget. This variance represents co-op student grants received in excess of the amount budgeted.

The expenditure variance shows \$200 more than budgeted. This is for additional costs incurred for the repairs of the 2016 Ford Escape which was traded-in on the purchase of a new Ford F-150 Lightening in June 2023.

It is early in the fiscal year and no other variances to budget are forecasted at this time.

Report Preparation	
Department	Finance
Report Prepared by	Elana Wentzell
Report Approved by	
Date Reviewed by C.A.O.	

**Municipality of the District of Lunenburg  
Operating Fund Variance Report - 1st Quarter  
June 30, 2023**

	Actual to Date	Annual Budget	FORECAST	Actual Variance (% Budget left)	Forecast Variance to Budget	Comments on Forecast Variance
<b>REVENUE</b>						
Tax Revenue	\$ 14,866,970	\$ 28,534,000	\$ 28,534,000	47.9%	\$ -	
Business Property	90,994	191,500	191,500	52%	-	
Deed Transfer Tax	423,756	1,800,000	1,800,000	76%	-	Actual received to date similar to 2019/20 levels (pre-pandemic)
Other Taxes	37,959	68,000	68,000	44%	-	
Grants in Lieu of Taxes	-	255,100	255,100	100%	-	
REMO/Accessibility recovery from Other Units	21,521	87,100	87,100	75%	-	
Sale of Services						
Recreation Services	10,780	78,500	78,500	86%	-	
Regional Building Inspection Services	-	352,200	352,200	100%	-	
Other Revenue - Fines, Permits, Rentals & Interest	699,678	1,918,300	1,918,300	64%	-	
Farm Acreage Grant	57,266	95,200	95,200	40%	-	
Provincial Grants	103,808	243,300	249,900	57%	6,600	Co-op Student grants - more received than budgeted
<b>TOTAL REVENUE</b>	<b>\$ 16,312,731</b>	<b>\$ 33,623,200</b>	<b>\$ 33,629,800</b>	<b>51%</b>	<b>\$ 6,600</b>	
<b>EXPENDITURES</b>						
Mayor & Council	\$ 180,773	\$ 791,400	\$ 791,400	77%	\$ -	
Bank Interest & Charges	1,204	4,700	4,700	74%	-	
Administration	278,430	1,331,500	1,331,500	79%	-	
Finance	175,177	830,200	830,200	79%	-	
Tax Exemptions	46,844	309,400	309,400	85%	-	
Legal & Advisory Services	33,789	491,800	491,800	93%	-	
Administration Building, Supplies and Data Processing	299,465	1,161,700	1,161,700	74%	-	
Allowance for Uncollectible taxes	-	74,500	74,500	100%	-	
Tax Sale Expenses	-	70,000	70,000	100%	-	
Government Relations, Communications & Municipal Celebrations	40,207	118,500	118,500	66%	-	
Insurance	110,067	227,900	227,900	52%	-	
Grants to Organizations	499,441	1,146,800	1,146,800	56%	-	

**Municipality of the District of Lunenburg  
Operating Fund Variance Report - 1st Quarter  
June 30, 2023**

	Actual to Date	Annual Budget	FORECAST	Actual Variance (% Budget left)	Forecast Variance to Budget	Comments on Forecast Variance
Election Costs	-	-	-	0%	-	
Assessment Services	172,569	690,300	690,300	75%	-	
Police Protection	1,032,662	4,130,600	4,130,600	75%	-	
Correction Services & Prosecutions	107,000	524,900	524,900	80%	-	
Fire Protection Municipal Costs	77,351	456,700	456,700	83%	-	
Emergency Measures	50,353	269,900	269,900	81%	-	
Protective Inspection Services	201,973	870,500	870,700	77%	200	Additional repair costs 2016 Ford Escape (traded-in June 2023 \$3,500 when F-150 Lightning purchased)
Dog Control	7,325	44,500	44,500	84%	-	
Common Services (Engineering)	155,541	682,000	682,000	77%	-	
Provincial Roads & NSTIR Paving Partnerships	122,593	993,100	993,100	88%	-	
Municipal Road Maintenance	57,497	350,000	350,000	84%	-	
Garbage & Waste Collection	669,914	2,800,700	2,800,700	76%	-	
Regional Housing	-	35,000	35,000	100%	-	
Planning & Zoning	234,951	1,024,400	1,024,400	77%	-	
Economic Development, Schools, CES Bldg & Tourism	342,113	1,567,900	1,567,900	78%	-	
Recreation Staffing, Facilities and Programming	392,299	1,844,400	1,844,400	79%	-	
Libraries	49,925	199,700	199,700	75%	-	
LCLC	182,298	671,600	671,600	73%	-	
Education	2,384,963	9,539,900	9,539,900	75%	-	
Financing & Transfers	-	(65,100)	(65,100)	100%	-	
<b>TOTAL EXPENDITURES</b>	<b>\$ 7,906,722</b>	<b>\$ 33,189,400</b>	<b>\$ 33,189,600</b>	<b>76%</b>	<b>\$ 200</b>	

**Municipality of the District of Lunenburg  
Operating Fund Variance Report - 1st Quarter  
June 30, 2023**

	Actual to Date	Annual Budget	FORECAST	Actual Variance (% Budget left)	Forecast Variance to Budget	Comments on Forecast Variance
Area Rates					-	
Fire Protection Revenue	2,179,182	4,359,900	4,359,900	50%	-	
Fire Protection Expenditures	(1,961,272)	(4,359,900)	(4,359,900)	55%	-	
Sewage Collection & Disposal Revenue	163,746	488,800	488,800	67%	-	
Sewage Collection & Disposal Expenditures	(210,418)	(886,400)	(886,400)	76%	-	
Private Road Maintenance Revenue	315,618	315,700	315,700	0%	-	
Private Road Maintenance Expenditures	(300,589)	(301,000)	(301,000)	0%	-	
Street Lighting Revenue	80,888	148,900	148,900	46%	-	
Street Lighting Expenditures	(26,228)	(172,100)	(172,100)	85%	-	
<b>NET AREA RATES</b>	<b>\$ 240,928</b>	<b>\$ (406,100)</b>	<b>\$ (406,100)</b>		<b>\$ -</b>	
<b>SURPLUS (DEFICIT)**</b>	<b>\$ 8,646,938</b>	<b>\$ 27,700</b>	<b>\$ 34,100</b>		<b>\$ 6,400</b>	
<b>% Annual Budget</b>		<b>0.07%</b>			<b>0.02%</b>	



## Municipality of the District of Lunenburg

### Report to Council

**Report To:** Finance Committee  
**Submitted By:** Elana Wentzell, Director of Finance  
**Date:** September 5, 2023  
**Re:** Capital Status & CCBF Investment Report 1<sup>st</sup> Quarter (to June 30, 2023)

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The Capital Budget Status & Canada Community Building Fund (CCBF) Report is enclosed to give Council information on the status of the projects approved in this fiscal year.

Projects are moving forward as indicated on the attached status report. Included on the report are columns for the approved project budget, actual costs incurred to date, cost variance actual to budget, forecast to March 31, 2023, and the forecast variance to budget.

Of the \$9.4M approved budget, project costs in the amount of \$712,055 have been paid to date with a forecast of \$9.6M to be completed by year end.

Report Preparation	
Department	Finance
Report Prepared by	Elana Wentzell
Report Approved by	
Date Reviewed by C.A.O.	

5 Year Capital Investment and Canada Community-Building Fund Plan	Year 1 2023/24	Actual Cost 30-Jun-23	Actual Cost Variance	Forecast 31-Mar-24	Forecast Variance	Staff Comments
<b>Corporate Infrastructure &amp; Accessibility Projects</b>						
<b>Facilities</b>						
Accessibility Legislation Placeholder	125,000	-	100.00%	125,000	-	Funds have been received to purchase some accessibility equipment. Concerning parks waiting on the park accessibility audits to be completed by consultants.
Accessibility Plan Improve Rec Assets, beaches etc.	125,000	-	100.00%	125,000	-	Have received some funding to acquire a mobi mat and accessible benches. Waiting on the park audits to be completed to determine where best to spend the funds this budget year if possible.
Park Standards Upgrades	340,000	7,215	97.88%	340,000	-	Park surveys have been completed. The final report will be complete within the next few weeks. This will provide input to Council and staff as where the funds could best be spent. A carry over of the remaining funds not spent may be required.
MARC Ballfields	400,000	44,713	88.82%	300,000	100,000	Mitigation of grub issues and ballfield repairs.
Municipal Services Building Final Costs	450,000	12,553	97.21%	450,000	-	Anticipate HVAC system deficiencies to be addressed by the end of the fiscal year.
Office Reconfiguration	100,000	-	100.00%	100,000	-	Work has commenced on design phase with construction over the winter.
Public Mooring installations	40,000	34,884	12.79%	40,000	-	Project complete. 20 new public buoys have been installed.
<b>Vehicles</b>						
Engineering Dept Vehicle (EV)	120,000	225,491	-87.91%	120,000	-	Vehicles were received.
<b>Other</b>						
Tax Bill Portal	15,000	-	100.00%	15,000	-	TownSuite data migration to the Cloud complete. Moving forward with project Fall 2023.
<b>Subtotal Corporate Infrastructure &amp; Accessibility Projects</b>	<b>1,715,000</b>	<b>324,854</b>		<b>1,615,000</b>	<b>100,000</b>	

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>	<b>Year 1 2023/24</b>	<b>Actual Cost 30-Jun-23</b>	<b>Actual Cost Variance</b>	<b>Forecast 31-Mar-24</b>	<b>Forecast Variance</b>	<b>Staff Comments</b>
<b><i>Climate Change Mitigation &amp; Adaptation Projects</i></b>						
Green/Climate Change Projects (\$500k/yr. - less projects i.e. solar panels)	-					
Facility & Energy Assessment CES & Building Upgrades	75,000	-	100.00%	75,000	-	Stantec is conducting the facility and energy assessment of the CES Building with a draft report expected in September 2023.
Solar Panels - Municipal Building	200,000	33,334	83.33%	200,000	-	Installation complete and connected to NSP grid up to 27 Kwh. Application into NSP to permit up to 100 Kwh...approval expected in fall 2023.
Solar Panels - Conquerall Bank WWTP	100,000	-	100.00%	65,000	35,000	Contract awarded to Polaron...installation of 10KW system scheduled for 2023.
Community Solar Garden	220,000	750	99.66%	220,000	-	Shelburne County and Digby expressed interest in partnering with MODL.
Petite Riviere Watershed Flood Mitigation	20,000	-	100.00%	20,000	-	Working with REMO and BPSC on mitigation plan details.
Public Transit - Osprey Village	250,000	-	100.00%	250,000	-	Staff are preparing an RFP.
EV Chargers Study	25,000	-	100.00%	-	25,000	Provincial fast charger study conducted by Dalhousie Renewable Energy Storage Laboratory.
EV Fleet Chargers	120,000	-	100.00%	350,000	(230,000)	Install EV charges in the fleet parking lot at Municipal Services Building - Currently seeking pricing. Corporate Plan side of Climate Change Strategy.
<b><i>Subtotal Climate Change Mitigation &amp; Adaptation Projects</i></b>	<b><i>1,010,000</i></b>	<b><i>34,084</i></b>		<b><i>1,180,000</i></b>	<b><i>(170,000)</i></b>	
<b><i>Economic Development Projects</i></b>						
Internet	450,000	200,250	55.50%	450,000	-	The project is on schedule.
Wayfinding (Directional/Visual Signage to MODL Assets)	225,000	-	100.00%	225,000	-	The Wayfinding Strategy is being updated and projects from last year being wrapped up. The intent is to issue the RFP for a three year contract to be awarded this Fall.
<b><i>Subtotal Economic Development Projects</i></b>	<b><i>675,000</i></b>	<b><i>200,250</i></b>		<b><i>675,000</i></b>	<b><i>-</i></b>	

5 Year Capital Investment and Canada Community-Building Fund Plan	Year 1 2023/24	Actual Cost 30-Jun-23	Actual Cost Variance	Forecast 31-Mar-24	Forecast Variance	Staff Comments
<b>Trail Development Projects</b>						
Annual contribution to Trail Groups	68,024	46,595	31.50%	68,024	-	Once the trail groups provide final financials for their capital projects the remaining funds will be released.
Art on the Trail/in the Parks	33,000	-	100.00%	33,000	-	RFP was issued. Proposals are now in the review stage with the next step to make awards.
Osprey Village AT Connection Pedestrian Bridge	700,000	16,838	97.59%	700,000	-	Design phase nearing completion. Tender package expected in fall 2023. Awaiting quote from Bell to relocate power poles. Easements are required from property owners.
Indian Falls Trail upgrade	90,000	-	100.00%	90,000	-	Work has begun on the trail.
MARC existing Trail Upgrade	30,000	-	100.00%	30,000	-	Anticipated to be completed this Fall.
Osprey Village Trail Connector	800,000	1,981	99.75%	1,000,000	(200,000)	Construction awarded to Dexter Construction...commencing September 2023, Completion expected in October 2023. CCH grant \$80,000.
<b>Subtotal Trail Development Projects</b>	<b>1,721,024</b>	<b>65,415</b>		<b>1,921,024</b>	<b>(200,000)</b>	
<b>Parks &amp; Open Space Projects</b>						
Future Land Purchases	50,000	-	100.00%	50,000	-	Budgeted amount based on availability
Park Roads - Indian Falls	30,000	-	100.00%	40,000	(10,000)	Culvert and related upgrades completed in August 2023.
Sawpit Park	29,000	-	100.00%	29,000	-	Community Consultation set for the Fall. Council made the decision to begin the consultation after the wharf assessment was completed. WSP has completed the assessment and waiting on final report. RFP to hire a consultant will be issued in September 2023 to undertake the community consultation and final report with recommendations for Council's consideration. The RFP is ready to go.

<b>5 Year Capital Investment and Canada Community-Building Fund Plan</b>	<b>Year 1 2023/24</b>	<b>Actual Cost 30-Jun-23</b>	<b>Actual Cost Variance</b>	<b>Forecast 31-Mar-24</b>	<b>Forecast Variance</b>	<b>Staff Comments</b>
Wharf Assessment/Upgrades - Sawpit	15,000	-	100.00%	15,000	-	WSP has completed the site assessment - Final Report expected in September 2023.
Pickleball Courts	800,000	36,124	95.48%	800,000	-	Council made the decision to move the location to Centre. Engineering working with the consultants re design and tender documents.
<i>Subtotal Parks &amp; Open Space Projects</i>	<i>924,000</i>	<i>36,124</i>		<i>934,000</i>	<i>(10,000)</i>	
<b>Paving Projects - Roads &amp; Shoulders</b>						
AT Paved Shoulders	150,000	-	100.00%	870,032	(720,032)	August 15/23 Council motion to approve cost sharing in the amount of \$834,275 + HST, for paved shoulders on Trunk 3 from Mahone Bay northerly to the Martins River bridge.
AT Plan - upgrade existing plan	50,000	-	100.00%	50,000	-	RFP was awarded to Design Systems. Work has begun on the AT Plan. Community Consultations scheduled to begin September 8, 2023.
J Class Roads (NSPW paving Partnership)	350,000	-	100.00%	350,000	-	2023/24 Request: The Point Rd (0.79 km), Darby's Head Rd (0.45 km), St. Augustine Rd (0.13km), Riverside(0.1 km), Freeman(0.37 km), Riverview (0.18 km) & Church(0.25 km) Total 3.12km
<i>Subtotal Paving Projects - Roads &amp; Shoulders</i>	<i>550,000</i>	<i>-</i>		<i>1,270,032</i>	<i>(720,032)</i>	
<b>Water, Wastewater &amp; Environmental Protection Projects</b>						
Green Compost Carts	60,000	-	100.00%	60,000	-	
Osprey Village Water Tower	925,000	6,220	99.33%	172,000	753,000	Water Tower - funding 73% of \$2.9M, TOB MODL share 50% Total \$3.84M for tower and connections, design only this fiscal year.

5 Year Capital Investment and Canada Community-Building Fund Plan	Year 1 2023/24	Actual Cost 30-Jun-23	Actual Cost Variance	Forecast 31-Mar-24	Forecast Variance	Staff Comments
WWTP - Annual Large Pump Rebuilding/Replacement Program	10,000	-	100.00%	15,100	(5,100)	Annual Large Pump Rebuilding/Replacement Program (\$10k/YEAR) 2023/24 NG PS#4; 2024/25 HB PS#20 Pump 1; 2025/26 HB PS#20 Pump 2; 2026/27 HB PS#19 Pump 1 ;2027/28 HB PS#19 Pump 2; 2028/29 HB PS#18 Pump 1; 2029/30 HB PS#18 Pump 2. HB would only be done if we don't upgrade the stations as part of the larger capital project for \$3M
WWTP Cookville Plant Expansion	750,000	28,127	96.25%	405,000	345,000	ICIP Grant 73.3% grant \$9.1M received for design and construction - Design Only this year.
WWTP Cookville I&I	50,000	4,782	90.44%	50,000	-	Identified pipe repairs completed in August 2023. Infill & Infiltration work to be done in fall 2023.
Conquerall Bank - I&I Study	40,000	-	100.00%	30,000	10,000	Inflow & infiltration study at Conquerall Bank System awarded to CBCL.
Conq Bank - caustic soda system improvements	50,000	-	100.00%	40,000	10,000	Expand existing building and install caustic soda system - Design only.
WWTP NG Inflow & Infiltration Mitigation	800,000	1,749	99.78%	1,100,000	(300,000)	Awarded to Dexter Construction. Construction scheduled for fall 2023. Use Sustainable Services Growth Fund for Budget overage.
WWTP NG Pump Stn 6 Electrical Upgrade	90,000	10,449	88.39%	90,000	-	Project completed.
Water Resiliency/Dry Wells	50,000	-	100.00%	50,000	-	Delayed - current focus on well financing program and flood mitigation
<i>Subtotal Water, Wastewater, Environmental Protection Projects</i>	<i>2,825,000</i>	<i>51,327</i>		<i>2,012,100</i>	<i>812,900</i>	
<b>TOTAL PROJECT COST</b>	<b>\$ 9,420,024</b>	<b>\$ 712,055</b>		<b>\$ 9,607,156</b>	<b>\$ (187,132)</b>	

## From Farm to Table - Enhancing Local Food Security

2023 Baseline Assessment – What We Heard Report

Municipality of the District of Lunenburg  
Nova Scotia

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**Presentation Prepared by:**

Aidan MacEwan

Climate Change Intern

Municipality of the District of Lunenburg

August 2023



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## What We Did

- Two goals: Increasing local food consumption to 20% by 2030 and Establishing food hubs and community gardens
- A baseline assessment was completed to gain a deeper understanding of the local food system in MODL.
- A jurisdictional scan of other municipalities and organizations approach to local food security was also completed.

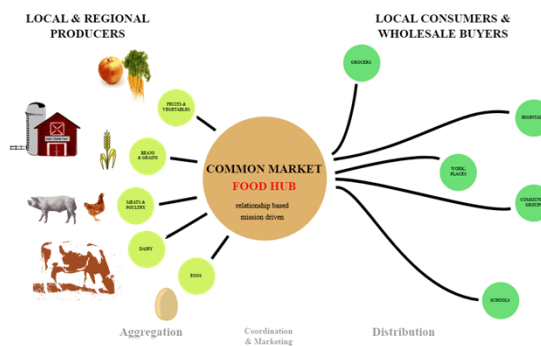


Image: Food Hubs, Wikipedia

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## Summary of Engagement

Community engagement activities for the baseline assessment took place from July 18, 2023, to August 8, 2023. Engagement events included:

- Two surveys for Resident and Businesses, online and in person
- Three community pop-ups at Bob & the Boys Farm Market, Wiles Lake Farm Market, and the New Germany Community Café
- Two meetings with experts in the field of food security and agriculture (NS Health, NS Department of Agriculture)
- EngageMODL webpage with information on the project

Visits

559

Contributions

267

Registrations

0

Engagement rate

42.1%

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## Research Methodology

To enhance our understanding of local food security, a jurisdictional scan was performed. The scan examined other municipalities approaches to local food security. The following data sources were used to allow a well-rounded exploration of the subject matter:

- Municipal Data
- Government Agency Data
- Academic Studies
- Surveys
- NGO Data



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# Findings

## Resident Survey

There were 15 questions in this survey, the first 12 being local food related questions and the last 3 being respondent information questions. The survey questions can be divided into three sections:

- **Section 1:** Supply and Demand - Questions 1, 2, 3
- **Section 2:** Barriers - Questions 4, 5, 6, 7, 8
- **Section 3:** support and consumption levels – 3, 9, 10, 11, 12

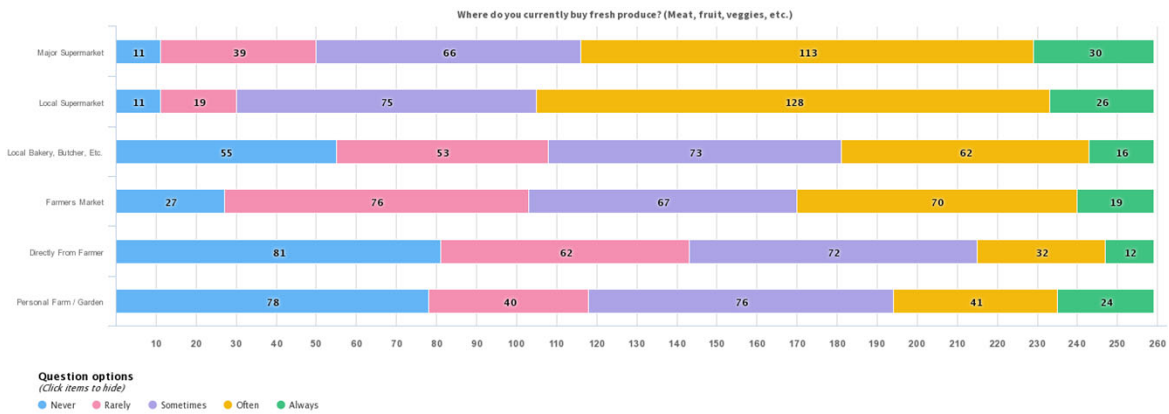
The resident survey received 259 responses, 534 EngageMODL site visits, and an engagement rate of 43.7%.



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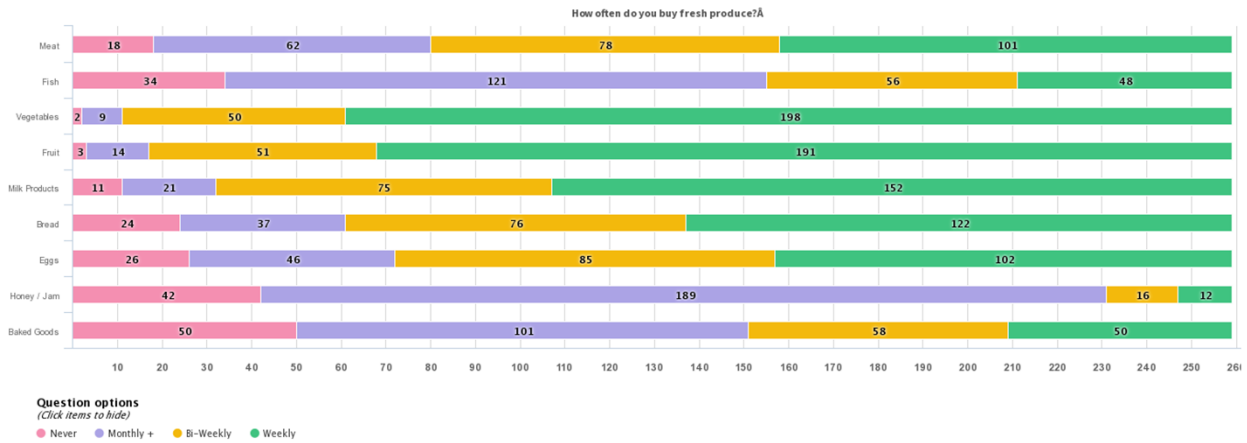
# Section 1 – Supply and Demand

## Question 1: Where do you currently buy fresh produce? (Meat, fruit, veggies, etc.)



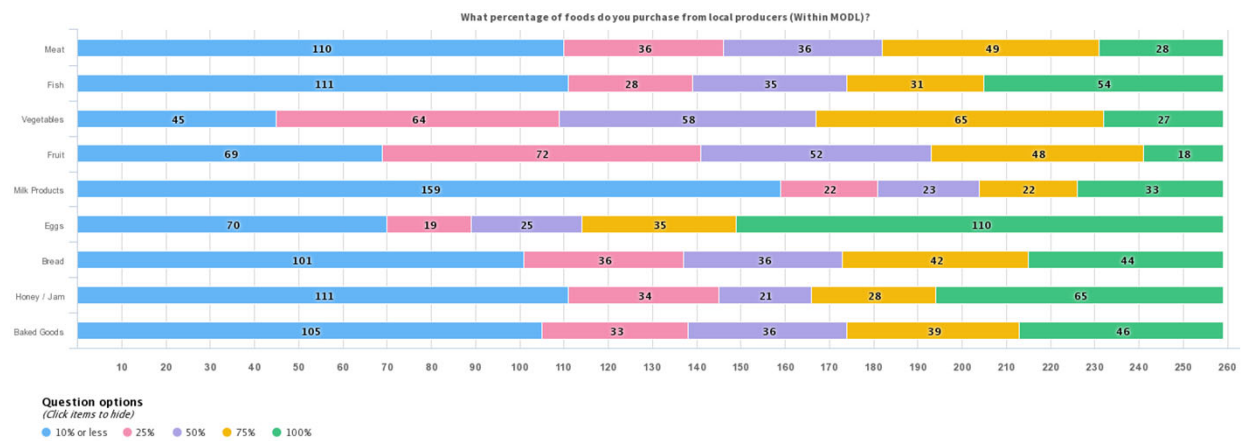
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### Question 2: How often do you buy fresh produce?



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### Question 3: What percentage of foods do you purchase from local producers (Within MODL)?



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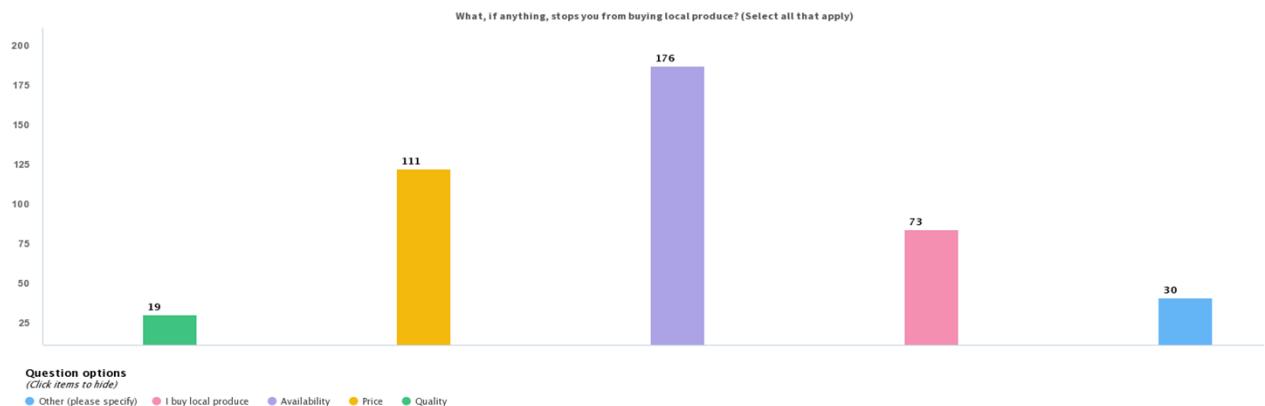
## Summary of Section 1

- Major and local supermarkets are the two most popular places to shop for food.
- Specialty stores and farmers markets are also relatively popular in MODL.
- Vegetables, fruit, milk products, eggs, and meat have a high demand
- Around 50% of responses in question 3 stated that only 10% of meat, fish, milk products, bread, honey, jams, and baked goods were bought locally
- The results from question 3 display that the current supply is not locally sourced food.
- Nearly half of respondents stated that 100% of their eggs are bought locally. The egg farming / distribution system in MODL could be an outline for other food products.

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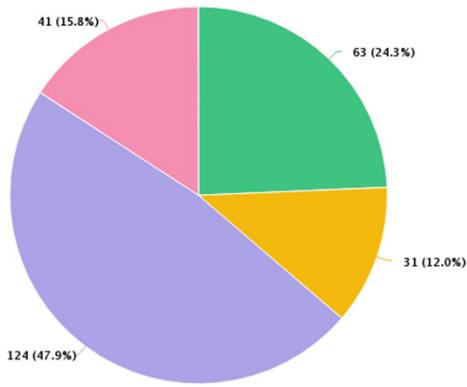
## Section 2 – Barriers

Question 4: What, if anything, stops you from buying local produce? (Select all that apply)



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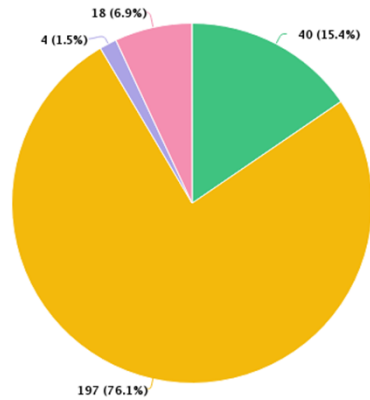
Question 5: How do local product prices compare to supermarket prices?



**Question options**  
*(Click items to hide)*

- I am not sure
- Local is more expensive
- Local is cheaper
- Prices are around the same

Question 6: How do local products quality compare to supermarket quality?



**Question options**  
*(Click items to hide)*

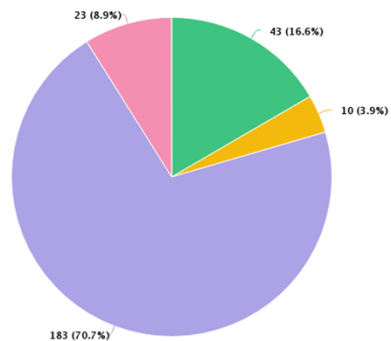
- I am not sure
- Local is lower quality
- Local is higher quality
- Quality is around the same

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Question 7: How do local products availability compare to supermarket availability?

Some potential causes:

- low supply
- local food being in less stores
- farmers markets only being open once a week
- seasonal availability.



**Question options**  
*(Click items to hide)*

- I am not sure
- Local is less available
- Local is more available
- Availability is around the same

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**Question 8: What do you see as the main barriers to local food production and consumption?**

Other responses included:

- seasonal availability
- farmers markets hours of operation
- lack of land and farmers
- advertising and labelling
- lack of funding for farmers.
- short growing season

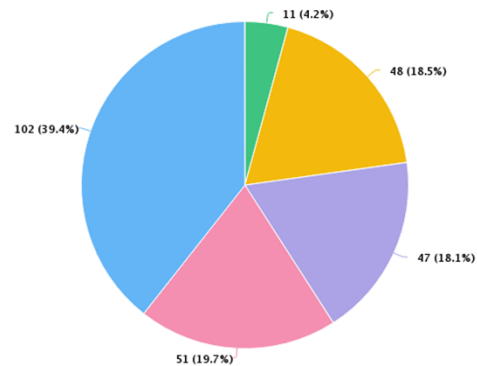


15

**Section 3 – support and consumption levels**

**Question 9: During the farmers market season (May-October), approximately what percentage of your weekly household produce comes from it?**

- 102 respondents (39.4%) selected “10% or less”
- 51 (19.7%) selected 25%.
- Comments from questions 7 and 8 repeatedly mentioned farmers markets being open at inconvenient times
- Changes in operating hours and an increase in rural farmers markets are potential solutions

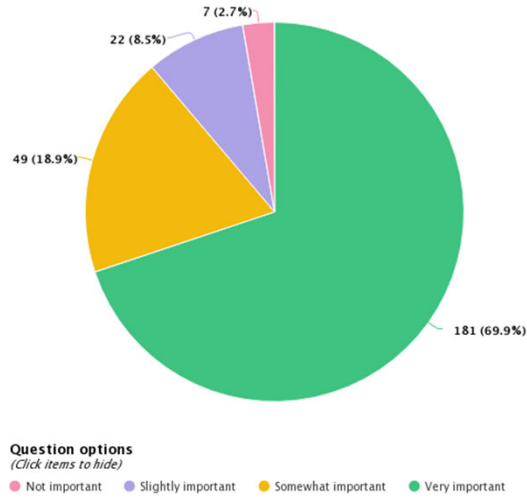


**Question options**  
(Click items to hide)

- 10% Or Less
- 25%
- 50%
- 75%
- 100%

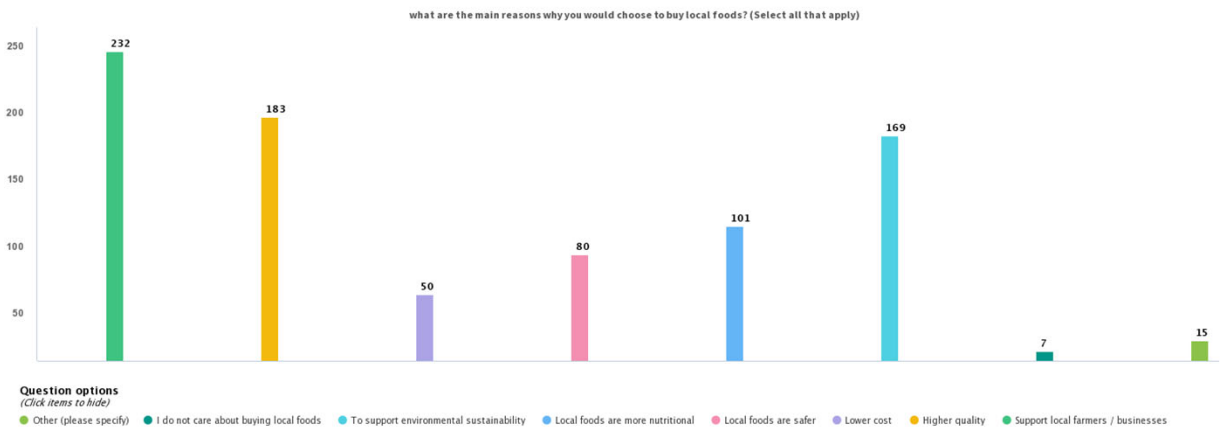
16

**Question 10: How important is it that products are local at the grocery store?**



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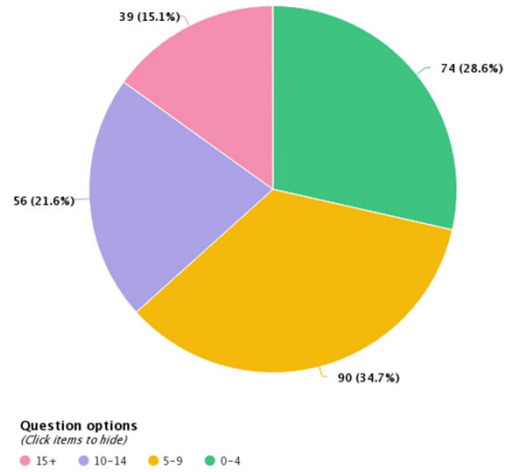
**Question 11: what are the main reasons why you would choose to buy local foods? (Select all that apply)**



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### Question 12: Thinking of a typical week, how many of your meals include local foods?

- Responses averaged under 50% of meals containing local food
- 5-9 option receiving 90 (34.7%) of responses
- 0-4 receiving 74 (28.6%) of responses.
- it can be estimated that approximately 8 out of 21 (39%) of meals a week contain local food



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## Business Survey

### Summary of Responses

Retail, hospitality, farmers market, farm market, farm, orchard, and food processing businesses participated in the survey.

Some major themes of the responses include:

- Supporting local farmers and businesses
- increase in local food production
- lack of availability of local products
- reducing dependency on imported food
- providing access to nutritious food options



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farm tour  
networking  
education event  
festival local food  
regulation advertisement  
promotion  
local grower

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## Jurisdictional Scan

The findings from the scan can be organized into the following three categories:

- **Community Engagement**
- **Policies and By-Laws**
- **Stakeholder Identification**

The primary objective of this research is to identify common trends and effective methodologies, while also acknowledging the challenges and obstacles that have been encountered during the implementation of these strategies.



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## Community Engagement

Community engagement is essential for a local food security project, serving as the driving force behind inclusive and sustainable change. The following information highlights some key aspects of community engagement:

### Engagement Methods and Strategic Collaborations:

- **Diverse Engagement Methods:** online surveys, workshops, and community events ensures widespread involvement.
- **Strategic Collaborations:** Collaborative partnerships can expand an action plan's reach and effectiveness. An example is JustFood's distribution of 500 Civic Dinner Kits through partnerships with Halifax Public Libraries, Family Resource Centres, and other organizations.
- **Education:** "Lunch & Learn" sessions hosted by HRM and HFPA displayed a panel discussion with key stakeholders and an expert keynote address from Wayne Roberts.



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## Community Engagement

### Effective Communication:

FoodARC, a food security research organization provides an online toolkit displaying some communication techniques for engagement. Some of the recommendations include covering topics such as:

- Need for Dialogue
- Purpose of Dialogue
- Guiding Principles
- People Involved
- Identifying Limitations
- Format of Dialogue

Diverse engagement methods, Strategic collaborations, and effective communication are all important aspects of any project that involves the community.



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## Policies and By-laws

Reviewing policies and by-laws is a crucial step in any local food security project. Policies and by-laws guide the way our food systems operate, influencing everything from production and distribution to consumption.

A background study done by the Municipality of West Hants highlights four areas of focus for policy and by-law review:

- Create food education programs in partnership with community and schools
- Review and amend policies to promote small-scale local agriculture
- Local procurement policies
- Make Municipal facilities available to local food and goods vendors



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## Stakeholder Identification

Stakeholder identification holds significant importance in local food security projects. By identifying and engaging with a diverse range of stakeholders it is ensured that all efforts are aligned with the needs and priorities of our community.

### Types of Stakeholders:

- Market Food Sector
- Institutional Food Service Sector
- Community Food Sector.
- Charitable Food Sector
- Government Sector



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## Stakeholder Identification

The Journal of Hunger & Environmental Nutrition completed a study on Structural Constraints and Enablers to Community Food Security in Nova Scotia. This study highlights some current issues stakeholders may be facing in our region. Some of these issues include:

- **Challenges for Nova Scotia Farmers:** Nova Scotia farmers are encountering a challenge caused production costs and depressed market prices.
- **Globalization's Impact on Nova Scotia's Fisheries:** The Nova Scotia fishing industry is exposed to the repercussions of globalized food systems.
- **Retail Centralization and its Implications:** The retail landscape in Nova Scotia's food system struggles with the dominance of major food chains, which hold a significant share (approximately 80%) of food sales. Journal of Hunger & Environmental Nutrition, Structural Constraints and Enablers to Community Food Security in Nova Scotia, Canada, 2016

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## Recommendations

### Surveys

- Increasing the availability of farmers markets and getting local food in local/major supermarkets
- Researching the egg farming / distribution system in MODL

### Engagement

- Community-hosted workshops
- Educational events hosted by experts and professionals
- Distributing veggie seeds, garden packs, container gardens, and planting guides to residents
- Social Media presence, providing updates and information to residents
- Looking into the distribution of Civic Dinner Kits
- Partnerships with local / provincial organizations

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## Recommendations

### **Policies and By-Laws**

- Review policies and by-laws related to the outlined four areas of focus

### **Stakeholder Identification**

- **Market Food Sector:** Discussion on the ability to increase local food sales, and interest in our project are important, as well as current information on their distribution.
- **Farms:** understanding challenges farmers face when producing and distributing food is key. Discussions with farmers will help MODL create a farmer-friendly environment.
- **Institutional Food Service Sector:** Research into suppliers, and discussions with current or new institutions about their ability to transition to a local supplier would drastically increase local food consumption. Although these engagements would be further into the future, they hold great possibility.

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**Thank You**

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