

**COMMITTEE OF THE WHOLE COUNCIL MEETING  
September 12, 2023**

The meeting was called to order by the Chair at 7:03 p.m., in the Conference Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- Lindsay (Eddie) Nickerson, Chair
- Jody Crook
- George El-Jakl
- Andrea Mood-Nickerson
- Shaun Hatfield – Attended meeting virtually
  
- Chris Frotten, CAO
- Lesa Rossetti, Municipal Clerk

**APPROVAL OF AGENDA**

Being duly moved and seconded that the agenda be approved as circulated.

Motion carried unanimously.

**APPROVAL OF MINUTES**

Being duly moved and seconded that minutes of the last meeting held August 15, 2023, be approved as circulated.

Motion carried unanimously.

**PRESENTATION – CHRISTY CONRAD RE: FLAG POLICY**

Christy Conrad, on behalf of Concerned Constituents, appeared before the meeting to express concerns regarding the Municipal Flag Policy. She indicated that it has come to their attention that an organization will have a flag flying on the municipal flagpole from June to October. In their opinion this seems excessive and unreasonable for one group/individual to monopolize the use of the municipal flagpole month after month. They are recommending the following changes be made to make the policy more inclusive:

1. ***“Change our policy and allow only the National Canadian Flag or Provincial Nova Scotia Flag to be flown. These two flags would be inclusive of all residents of our country and province. This would also prevent our flagpole from being used by exclusive groups.***

*or*

2. ***Change the “will not approve” section to include not only political or religious flags, but also flags in support of personal beliefs, lifestyle choices and sexual preference.***

*and/or*

3. ***Limit how many times per year the same individual or organization can request a flag flown.”***

The Chair informed the meeting that it is standard practice that no decision be made at the same meeting as the presentation.

Ms. Conrad was advised that her concerns will be taken under advisement.

She was thanked for her presentation and left the meeting.

VOLUNTEER POLICY – PROPOSED AMENDMENT

The municipal insurance company is requiring the Volunteer Policy to contain reference to specific abuse policies of the Municipality. A drafted amendment has been prepared which has been reviewed by the Municipal Solicitor, as well as the insurance company.

It is proposed that Section 5.6 be replaced with the following wording:

***The Municipality is committed to a healthy, safe and supportive workplace and is committed to providing a work environment that values diversity and where all persons are treated with respect and dignity. Harassment, sexual harassment and discrimination affect the workplace and the well-being of individuals and will not be tolerated. Volunteers will follow the same policies and practices contained in the Municipality’s Occupational Health and Safety Policy, Personnel Policy No. 19 - Respectful Workplace Policy and any other policies that apply.***

***Volunteers will be required to sign a form acknowledging receipt of applicable policies and procedures and confirming their agreement to abide by them.***

Notice was given that Council will consider amendments to the policy at their next meeting.

ACCOUNT WRITE-OFFS

It is proposed that outstanding balances on accounts indicated below be written off as they are uncollectible:

<u>NAME</u>	<u>AA#</u>	<u>PRINCIPLE</u>	<u>INTEREST</u>	<u>TOTAL</u>
CARMEN DORTHEA NICKERSON	08449714	\$330.46	\$385.66	\$716.12
SANDRA ELAINE BRANNEN	06354114	\$392.37	\$ 77.34	\$469.71
BAY SIDE TIGERS	BAYSI002	\$100.00	\$66.51	\$166.51
TIGERS BALL TEAM	TIGER001	\$100.00	\$75.49	\$175.49
		\$722.83	\$463.00	<b><u>\$1,527.83</u></b>

Resolution COW230901

Being duly moved and seconded that it be recommended to Council that outstanding balances on accounts in the name of Carmen Dorthea Nickerson, Sandra Elaine Brannen, Bay Side Tigers and Tigers Ball Team, as indicated above, totaling \$1,527.83 be written off, as presented.

Motion carried unanimously.

Page 3, Committee of the Whole Council Meeting, September 12, 2023.

#### REGIONAL PLANNING INITIATIVE INTERMUNICIPAL AGREEMENT

In advance of the meeting members were provided with a copy of the proposed Regional Planning Initiative Intermunicipal Agreement which will establish the objectives and the governance structure to provide planning services to participating municipal units in the Tri-Counties.

In order to give members ample opportunity to review the agreement, it was agreed that the matter be deferred to a future meeting.

#### GRANT REQUESTS

It was reported that grant applications have been received from the following:

- Doctor's Cove Old Cemetery Association - \$500.00
- Chapel Hill Historical Society - \$2,499.00

#### Resolution COW230902

Being duly moved and seconded that it be recommended to Council that a grant be provided to the Doctor's Cove Old Cemetery Association in the amount of \$500.00 for 2023/24.

Motion carried unanimously.

Being duly moved and seconded that it be recommended to Council that a grant in the amount of \$500.00 be provided to the Chapel Hill Historical Society for 2023/24.

Being duly moved and seconded that the above motion be amended by striking out "500.00" and replacing it with "2,499.00".

#### AFFIRMATIVE

George El-Jakl  
Shaun Hatfield  
Andrea Mood-Nickerson  
Eddie Nickerson

#### NEGATIVE

Jody Crook

Motion carried.

The motion as amended reads as follows:

#### Resolution COW230903

Being duly moved and seconded that it be recommended to Council that a grant in the amount of \$2,499.00 be provided to the Chapel Hill Historical Society for 2023/24.

#### AFFIRMATIVE

George El-Jakl  
Shaun Hatfield  
Andrea Mood-Nickerson  
Eddie Nickerson

NEGATIVE

Jody Crook

Motion carried.

TAX SALE BY TENDER

In advance of the meeting members were provided with a Staff Report relating to the Tax Sale Process. It is once again recommended that the Tax Sale be conducted through a public tender process. A copy of the Staff Report is attached and forms part of the minutes.

Resolution COW230904

Being duly moved and seconded that it be recommended to Council that the 2024 Tax Sale be conducted through a public tender process.

AFFIRMATIVE

Jody Crook

George El-Jakl

Shaun Hatfield

Andrea Mood-Nickerson

NEGATIVE

Eddie Nickerson

Motion carried.

FOODCYCLER PILOT PROJECT

Further to the presentation on the FoodCycler Pilot Project, the CAO prepared and circulated a Staff Report which provided an overview of the factors to consider in participating in the program. The report also included possible implementation options. A copy of the Staff Report is attached and forms part of the minutes.

No action was taken on this matter.

BEACH SIGNAGE

Concerns have been expressed by residents and visitors regarding the lack of signage to indicate the entrance points to both Stoney Island Beach and Sandhills Beach Provincial Park.

Resolution COW230905

Being duly moved and seconded that our beach indicator-sign be added alongside the Villagedale Road in the vicinity of approaching the entrance to Sandhills Beach Provincial Park.

Motion carried unanimously.

Page 5, Committee of the Whole Council Meeting, September 12, 2023.

Resolution COW230906

Being duly moved and seconded that it be recommended to Council that a letter be sent from Council to the Department of Natural Resources and Renewables pointing out that there was no entrance sign this year indicating the entrance to Sandhills Provincial Park and, therefore, requesting that a sign be placed early in the season next year to identify the entrance to Sandhills Provincial Park, and that this sign be placed in a location more visible to the line-of-view of vehicular traffic and that the letter be copied to the Minister of Natural Resources and Renewables and MLA Nolan Young.

Motion carried unanimously.

IN-CAMERA SESSION RE: SALE OF MUNICIPAL PROPERTY – MGA SECTION 22(2)(a)

At 8:30 p.m., an in-camera session was held under Section 22(2)(a) of the Municipal Government Act, to deal with the sale of surplus municipal properties.

The meeting returned to open session at 8:40 p.m.

REPORT ON IN-CAMERA SESSION

Direction was given to the CAO as it relates to the sale of surplus municipal properties, located at Clam Point and Woods Harbour.

Resolution COW230907

Being duly moved and seconded that it be recommended to Council that the offer received from Jordan Collinet and Randi Collinet in the amount of \$50,000.00 for the purchase of municipal property located at Forbes Point, identified as PID 80016546, be accepted.

Motion carried unanimously.

AGENDA ITEMS FOR FUTURE MEETINGS

No future agenda items were brought forward.

ADJOURNMENT

The meeting was adjourned at 8:42 p.m.

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Chair

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Secretary for the Meeting



*An ocean of opportunity*

## STAFF REPORT

SUBMITTED BY: Leah d'Eon

DATE: August 3, 2023

SUBJECT: Tax Sale Process

## ORIGIN

We have a yearly property tax sale typically held in February, and for the past three years, the sale has been done by tender. These tax sales were highly successful; therefore we are seeking direction from Council whether to hold the tax sale in-person or continue with a tendering process.

## BACKGROUND

### Tax Sale Proceedings

As per our Tax Collection and Tax Sale policy and section 134(1) of the Municipal Government Act, the Municipality collects overdue tax by way of a property tax sale each year. Properties are placed on tax sale when the property taxes are two full years in arrears. Once the listing is certified by the Treasurer, the tax clerk proceeds through the steps of a tax sale which include the following.

- Preliminary Notices – Notices sent are sent to property owners, advising them that taxes are in arrears and providing them with 14 days to pay their outstanding property taxes.
- Title Search – A title search of the properties on the Tax Sale list is performed by the municipal solicitor.
- Notice of Intent to Sell – Once the title searches are completed, another notice is provided to the property owners, spouses, and any person with a mortgage, lien or other interest in the land.
- Advertisements and Notice – Properties to be sold at tax sale shall be advertised in two issues of the local newspaper. A listing is posted to the municipal website and information regarding the properties can be found at the Municipal Administration office.
- Tax Sale – Typically a public auction held at the Municipal Administration Building.

## **Tax Sale by Tender**

Section 141 of the Municipal Government Act allows the Treasurer, with the consent of the council, to call tenders for property rather than put the property up for sale at public auction.

Section 149 of the Municipal Government Act describes the authority municipalities have to sell land by tender:

*(1) Where a municipality calls tenders for land to be sold for taxes, the municipality may reject all tenders if*

*(a) the price tendered is less than the taxes, interest, and expenses; and*

*(b) the council considers that the best price offered is inadequate, and may again put the land up for sale, by tender or by public auction.*

*(2) Where a municipality calls tenders for land to be sold for taxes, the person whose tender is accepted shall pay the tender price within three business days after being notified of the acceptance.*

*(3) Where the balance of the purchase money is not paid within three business days, the land shall again be advertised and put up for sale.*

*(4) The expenses of the resale shall be deducted from the deposit and the balance shall be refunded after the resale is held.*

## **DISCUSSION**

### **Public Auction**

In a typical property tax sale, we normally have between 20-30 properties to be sold with 40-50 bidders in attendance. This usually translates in most properties being sold and their outstanding taxes paid.

The tax sale is scheduled on a certain date/time and bidders are required to be present to bid. Bids are received by the public, with the highest bid winning the property. Bidders are required to pay the minimum bid price at the time of the tax sale and any remaining balance must be paid within 3 business days. Many of the properties are sold for the minimum bid price. Any surplus funds are held in a separate account for 20 years and then transferred to the Municipality if they are not requested by the property owner.

From a staff's perspective, a public auction is very fast paced, and the workflow is much more intense and demanding.

## **Tax Sale by Tender**

For the most part, the process for a tax sale by tender is the same as our regular tax sale process. We would send preliminary notices, perform title searches, send notices of intent to sell and advertise. The only difference would be that instead of having a public auction, we would accept bids on the properties.

Tenders would be accepted in a sealed envelope by the close of the tender (specific date and time). Minimum bids would be set at the amount of outstanding property taxes, tax sale expenses, deed registration and any applicable taxes. The tender would be required to meet the minimum bid set for the property.

Bidders are only permitted one bid per property and must provide their best price in order to be the successful bidder. The Municipality would reserve the right to reject any or all tenders, to accept a tender that is not the highest bid, or to accept any tender which it may consider to be in its best interest and the accepted tender price would have to be paid within three business days. Failure to pay the accepted tender price within three business days would result in the property being placed on the list of the next property tax sale.

The tender opening would be held shortly after the close of the tender. When municipal tenders are opened, we have at minimum 2 staff members present. Bid listings are created and signed off by all employees present to ensure accuracy and formal notice would be given the following business day. The results would then be posted on the municipal website.

The tender process allows more bidders to bid on properties, which likely results in more properties being sold. The tendering process allows for bids from interested parties that may not be able to attend the tax sale in person. We have received bids from across Canada, the US and worldwide. This allowed everyone an equal opportunity to bid without having to be physically present.

One issue that we've experienced is when a bidder "cancels" their bid after they have won. In that case, Section 149(3) of the MGA is clear that if the successful bidder does not pay the balance of the property within 3 days, the property needs to be put up for tax sale again. That means we are not able to go to the second highest bidder. To counteract this issue, we required a deposit of \$ 500 to make any bids at the last tax sale. This discouraged people from bidding on properties that they were not highly interested in and reduced the number of cancelled bids. The deposit is kept by the Municipality if the sale does not proceed.

Logistically, tax sale by tender allows for a controlled workflow for the tax department. As tenders are received, they are sorted and placed in a secure location until the tender deadline has passed. Staff are able to open the tenders in an organized manner and all documentation is fully reviewed by multiple staff and recorded.

Finally, bid amounts received by tender are typically higher than the public auction, thus closer to fair value.

## BUDGET IMPLICATIONS

Property taxes receivable balance as of March 31, 2024, would be impacted if the tax sale process is not completed prior to our fiscal year end. While this would not affect our yearly budget, an increased accounts receivable balance at year end would affect our municipal indicators. Accounts receivable collections is an area that we have improved upon over the past number of years and we continue to strive to achieve a “green” rating for that indicator.

## LEGAL IMPLICATIONS

N/A

## PUBLIC CONSULTATION/COMMUNICATIONS

N/A

## RECOMMENDATION

For the reasons listed above, **it is recommended that the property tax sale be once again conducted through a public tender process.**

## ATTACHMENTS

- Draft Property Tax Sale Tender Document

**DRAFT PROPERTY TAX SALE BY SEALED TENDER**

Notice is hereby given, in accordance with the Municipal Government Act, Part 6, Section 142, that the Municipality of the District of Barrington is inviting sealed tenders for the following properties:

ASSESSMENT #	PID #	PROPERTY DESCRIPTION	ASSESSED OWNER	MINIMUM BID
12345678	8000000	Land	John Doe	\$ 1, 000

For a more detailed description of the property, please see the tax sale list on our website or contact the Municipality of Barrington at 902-637-2015, extension 224, or via email [wchristie@barringtonmunicipality.com](mailto:wchristie@barringtonmunicipality.com).

Tenders shall be submitted in a sealed envelope, addressed to the undersigned and shall be clearly marked on the outside of the envelope, **“PROPERTY TAX SALE BY TENDER,”** and **“ASSESSMENT ACCOUNT NUMBER”** to 2447 Highway 3, Barrington, NS, B0W 1E0. A refundable \$ 500 deposit is required with each bid, paid by cheque or money order.

Bidders shall complete one **“Tender Form”** for each property they are bidding on and place each form in its own envelope when bidding on more than one property. The forms are available on the municipal website, [barringtonmunicipality.com](http://barringtonmunicipality.com), by calling (902) 637-2015, ext 224, or email, [wchristie@barringtonmunicipality.com](mailto:wchristie@barringtonmunicipality.com).

**TENDERS WILL BE ACCEPTED UNTIL 2 P.M. ATLANTIC STANDARD TIME ON TUESDAY, February 13, 2024.**

**TERMS:** Bidder must meet the minimum bid set per property; bid price includes HST (if applicable) and the certificate of sale and certificate of discharge/tax deed recording fees. **The accepted tender price must be paid within three full business days after being notified of acceptance. Failure to pay the accepted tender price within three full business days will result in the property being placed on the next property tax sale. Acceptable methods of payment will be by cash, certified cheque, money order, bank draft, irrevocable letter of credit or lawyer’s trust cheque as per the MGA 148(1.)**

All properties are sold “as is where is.” Although the Municipality has made all reasonable efforts to confirm ownership, it does not guarantee title or boundaries of the aforementioned property. Prospective purchasers are responsible to conduct their own searches and surveys or other investigations.

The Municipality reserves the right to reject any or all tenders, to accept a tender that is not the highest bid, or to accept any tender which it may consider to be in its best interest. The Municipality also reserves the right to waive formality, informality, or technicality in any tender. Tenders must be received by a qualified bidder.

**LIMITATION OF LIABILITY:** By submitting a tender, you agree that neither the Municipality, nor any of its employees, officers, agents, elected appointed officials, advisors or representatives will be liable, under any circumstances, for any claim, loss, or damage you may suffer arising out of this tender process.

**TENDER OPENING:** Tenders will be opened Tuesday, February 13<sup>th</sup> at 2:30 p.m. The successful bidder will have three full business days after notice to pay in full by certified cheque, money order, bank draft, irrevocable letter of credit or lawyer’s trust cheque.

Leah d’Eon  
Director of Finance

**TENDER FORM**  
**PROPERTY TAX SALE BY SEALED TENDER**

NAME(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ASSESSMENT ACCOUNT #: \_\_\_\_\_ BID AMOUNT: \_\_\_\_\_

MANNER OF TENURE: \_\_\_\_\_

The manner of Tenure should be chosen if there will be more than one owner of the property. The choices are either as Joint Tenants or as Tenants in Common. If Joint Tenants are chosen, it means that if any of the multiple owners passes away, the other(s) will inherit the entire property. If Tenants in Common are chosen and one of the owners passes away, their share of the ownership would be passed to their heirs. If a Manner of tenure is not selected, the default choice will be Tenants in Common.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**Summary Instructions for Sealed Tenders and Terms/Conditions:**

1. One tender form per assessment number must be submitted. Each form must be in a separate envelope when submitting a bid on more than one property.
2. A refundable \$ 500 deposit is required with each bid, paid by cheque or money order.
3. All properties are sold "as is where is." Although the Municipality has made all reasonable efforts to confirm ownership, it does not guarantee title or boundaries of the aforementioned property.
4. Tax Sales do not always clear up defects in title, the tax deed only conveys the interest of those assessed.
5. Pursuant to Section 144(2) of the NS MGA, purchase of Tax Sale Property by Municipal Employees or their Spouses is not permitted.
6. The successful bidder will be given three full business days after the awarding of the tender to pay the bid amount in full.
7. Faxed/electronic (emailed) tenders will not be considered.
8. The Municipality reserves the right to reject any or all tenders, to accept a tender that is not the highest bid, or to accept any tender which it may consider to be in its best interest.
9. The tender must meet the minimum bid set for the property.
10. Limitation of Liability: By submitting a tender, you agree that neither the Municipality, nor its employees, officers, agents, elected appointed officials, advisors or representatives will be liable, under any circumstances, for any claim, loss, or damage you may suffer out of this tender process.

**TAX SALE BY TENDER MARCH 19, 2021**

ASSESSMENT #	PROPERTY DESCRIPTION	ASSESSED OWNER	MINIMUM BID	WINNING BID	SURPLUS
210439	PORT LATOUR RD. UPPER PORT LATOUR, LAND	GRACE BARASCH ET AL LOUISE D. BUONAGURO ET AL DOROTHY KRAININ ET AL ANNETTE SWANSON ET AL JOSEPHINE BRANCATO ET AL BARBARA HUEGLER ET AL	\$ 2,096.97	\$ 25,211.00	\$ 23,114.03
342467	1887 HIGHWAY 330 NEWELLTON LAND, DWELLINGS, BUILDING	WYLIE BLADES	\$ 6,066.51	\$ 12,046.00	\$ 5,979.49
731552 MIGRATED	6321 HIGHWAY 3 LOWER WOOD'S HARBOUR LAND, DWELLING, BUILDING	LESLIE JAMES CHETWYND	\$ 6,660.12	\$ 31,500.00	\$ 24,839.88
3412164	HIGHWAY 3 UPPER WOOD'S HARBOUR LAND	STEPHEN BOLGER	\$ 2,552.70	\$ 2,651.00	Purchaser didn't pay
3510999 MIGRATED	5146 HIGHWAY 3 LOWER SHAG HARBOUR LAND, DWELLING	ANGELA NICKERSON MICHAEL JORDAN WAMBACK	\$ 3,478.77	\$ 20,000.00	\$ 16,521.23
3512029 MIGRATED	24 CAT ROCK RD CLAM POINT 1974 OLYMPIC VILLAGER 12 X 56 SER #5927	MATTHEW EVAN GOREHAM ET GEORGENA SELENA SWAINE ET	\$ 2,345.84	\$ 5,005.00	\$ 2,659.16
3512045 MIGRATED	STONE ISLAND RD. STONE ISLAND, LAND	JOANNE GAIL SEARS GERALD ARCHIBALD SEARS	\$ 996.05	NO BIDS	\$ -
3512371 MIGRATED	33 OLD PLACE LANE CLYDE RIVER LAND BUILDING	GRAHAM WOOD	\$ 3,099.69	\$ 3,777.77	\$ 678.08
3519651	GOOSE LAKE RD. GOOSE LAKE LAND, DWELLING	MARION NICKERSON	\$ 1,191.69	\$ 5,005.00	Purchaser didn't pay
3520749	NO 3 HWY, CENTRAL WOOD'S HARBOUR, LAND	ALVIN HARDING NICKERSON RACHEL E. NICKERSON JAMES EPHRAIN NICKERSON	\$ 908.56	\$ 4,550.00	\$ 3,641.44
9723579 MIGRATED	SWAINE'S RD PORT CLYDE LOT 26	MOLLY YARBER KYLE A. YARBER	\$ 2,506.52	\$ 3,600.00	Purchaser didn't pay
10389321 MIGRATED	CAT ROCK LANE CLAM POINT LOT A2	MATTHEW GOREHAM ET AL GEORGENA SELENA SWAINE ET	\$ 1,194.11	\$ 2,510.00	\$ 1,315.89
10755794	HIGHLAND HEIGHTS RD SOUTH SIDE LOT 4	WYLIE BLADES	\$ 1,038.32	\$ 3,100.00	\$ 2,061.68

**TAX SALE BY TENDER FEBRUARY 14, 2022**

ASSESSMENT #	PROPERTY DESCRIPTION	ASSESSED OWNER	MINIMUM BID	WINNING BID	SURPLUS
01023128 Migrated	PORT LATOUR RD. PORT CLYDE, LAND	TREVOR DECOSTA	\$ 1,179.43	\$ 16,205.00	\$ 15,025.57
02185636 Non-Redeem.	REYNOLDSCROFT LAND	OWNER UNKNOWN	\$ 15,022.40	\$ 41,520.00	\$ 26,497.60
03412164 Non-Redeem.	HIGHWAY 3, LAND UPPER WOOD'S HARBOUR	STEPHEN BOLGER	\$ 2,970.92	\$ 3,002.00	\$ 31.08
03512045 Migrated	STONEY ISLAND RD. STONEY ISLAND, LAND	JOANNE GAIL SEARS GERALD ARCHIBALD SEARS	\$ 1,252.50	NO BIDS	
03519651	GOOSE LAKE RD., GOOSE LAKE LAND, DWELLING	MICHELLE NICKERON REP	\$ 1,674.85	\$ 5,100.00	\$ 3,425.15
03525546	GOOSE LAKE RD., GOOSE LAKE LAND	WHITMAN NICKERSON EST	\$ 952.61	\$ 5,000.00	\$ 4,047.39
03856283	1401 STONEY ISLAND RD. LAND DWELLING	JAMES QUINLAN PAULETTE ANN BELLIVEAU	\$ 2,983.63	\$ 20,250.00	\$ 17,266.37
04051599	48 MELBOURNES LAND NEWELLTON	G & A FIBREGLASS	\$ 1,985.44	\$ 15,500.00	\$ 13,514.56
04227077	40 OLD BRIDGE RD. LOWER SHAG HARBOUR	DEAN QUINLAN DEAN LIONEL QUINLAN	\$ 4,375.78	\$ 20,150.00	\$ 15,774.22
04326636	SMITHSVILLE LAND	OWNER UNKNOWN	\$ 754.84	\$ 12,222.00	PURCHASER DIDN'T PAY
05403332	1901 STONEY ISLAND RD CENTREVILLE, LAND, DWELLING	RANDALL ROSS	\$ 5,385.72	\$ 40,112.08	\$ 34,726.36
06381979	OAK PARK RD., LOT 4 BARRINGTON	CORY CHARLES TOWNSEND ALANA NICKERSON	\$ 1,236.45	\$ 1,502.00	\$ 265.55
08408637	6331 HIGHWAY 3 LOWER WOOD'S HARBOUR	LESLIE JAMES CHETWYND	\$ 2,863.21	\$ 72,222.00	\$ 69,358.79
09723579 MIGRATED	LOT 26 SWAINE'S RD PORT CLYDE	MOLLY YARBER KYLE A. YARBER	\$ 3,054.96	\$ 3,102.00	\$ 47.04
10771943	RED SCHOOL HOUSE LANE NORTH EAST POINT, LAND	MAXINE KRAFVE DAVID KRAFVE	\$ 534.37	\$ 550.00	\$ 15.63

**TAX SALE BY TENDER FEBRUARY 14, 2023**

ASSESSMENT #	PROPERTY DESCRIPTION	ASSESSED OWNER	MINIMUM BID	WINNING BID	SURPLUS
03512045	STONE ISLAND RD. STONE ISLAND, LAND	JOANNE GAIL SEARS GERALD ARCHIBALD SEARS	\$ 1,677.14	NO BIDS	
04212223	FORBES POINT RD., LAND, DWELLING	ROGER BARNES TANA K. BARNES	\$ 10,732.27	\$ 90,743.00	\$ 80,010.74
04212231 MIGRATED	FORBES POINT RD., FORBES POINT, LAND	ANNIE TODD	\$4,310.76	\$ 41,000.00	\$ 36,689.24
04326636	SMITHSVILLE LAND	OWNER UNKNOWN	\$ 1,057.45	Sale Canceled, Description not clear	
08454531	29 ROCKY'S LANE, LAND C. WOOD'S HARBOUR	BOBBY CLINTON E. GOREHAM	\$ 1,216.05	\$ 9,500.00	\$ 8,283.95
10132495 MIGRATED	LOT 51 SWAINE'S RD. PORT CLYDE	KIRSTEN CLIFDEN	\$ 1,321.66	\$ 2,100.00	\$ 778.34



## STAFF REPORT

SUBMITTED BY: Chris Frotten

DATE: September 6, 2023

SUBJECT: FoodCycler™ Pilot Program

STRATEGIC OBJECTIVE: N/A

## ORIGIN

Following a presentation on August 15 from Food Cycle Science regarding the FoodCycler Pilot Program, direction was provided to the CAO to develop a staff report for further consideration. The purpose of this report is to provide an overview of the factors to consider in participating in the FoodCycler Pilot Program and to present possible implementation options.

## BACKGROUND

Food Cycle Science (FCS) is a food waste management company that provides solutions to households, communities, and businesses for recycling their food waste. FCS is the creator of the FoodCycler™ in-home appliance that recycles household food scraps in hours, transforming them into a re-usable soil amendment.

The FoodCycler™ Pilot Program is an initiative aimed at reducing food waste through the implementation of advanced food recycling technology. The program involves installing FoodCycler™ units in households and community facilities, allowing residents to convert their food waste into nutrient-rich compost. The purpose of the Program is to measure the viability of on-site food waste processing technology as a method of waste diversion.

The FoodCycler™ FC-30 and Eco 5 devices can process 2.5 L and 5 L (respectively) of food waste per cycle. Power consumption per cycle is ~0.8 kWh (FC-30) / ~1.3 kWh (Eco 5) and takes less than 8 hours to complete.

Every FoodCycler™ deployed is estimated to divert at least 2 tonnes of food over its expected lifetime. Every tonne of food waste diverted from landfills is estimated to reduce greenhouse gas emissions by 1.3 tonnes of CO<sub>2</sub>e before transportation emissions. Based on this, 50 households could divert approximately 130 tonnes of greenhouse gas emissions.

## DISCUSSION

As with any new initiative, it's important to consider the benefits and drawbacks. Here are some for consideration.

### Benefits:

- 1. Waste Reduction:** The FoodCycler Pilot Program offers a substantial reduction in organic waste sent to landfills. This not only aligns with the provincial waste diversion goals but also directly contributes to the reduction of landfill space usage and associated environmental impacts.
- 2. Compost Production:** The compost generated by FoodCycler units is rich in nutrients and can be used to improve soil quality, water retention, and plant growth. This can be a valuable resource for community gardens, agriculture projects, and local landscaping, reducing the need for chemical fertilizers and enhancing the overall environmental health of the municipality.
- 3. Education and Awareness:** Participating in the program provides an excellent platform for educating residents about the environmental impacts of food waste and the benefits of composting. Through workshops, outreach events, and informational materials, the municipality can encourage a shift in behaviors toward more sustainable waste practices.
- 4. Greenhouse Gas Emissions:** By diverting organic waste from landfills, the program contributes to a reduction in methane emissions. Methane, a potent greenhouse gas, is released when organic waste decomposes in oxygen-deprived landfill conditions. Implementing the program helps to combat climate change and supports the provincial and federal emission reduction targets.

### Drawbacks:

- 1. Initial Investment:** The upfront investment required for purchasing FoodCycler units and necessary infrastructure was not factored in the municipal budget. Careful financial planning and potential partnerships or grant opportunities should be explored to manage these costs effectively.
- 2. Operational Costs:** Ongoing operational expenses include electricity for the units, regular maintenance, and potential repairs. Budgeting for these recurring costs is essential to ensure the sustainability of the program in the long run.
- 3. Behavioral Change:** Introducing a new waste separation practice may face resistance from some residents who are accustomed to traditional waste disposal methods. Adequate education and outreach efforts are crucial to ensure successful adoption and participation.

It was suggested that such a program could be done in partnership with the Municipality of Shelburne. We reached out to the Municipality, but they opted to pass on the program.

If there were interest, the program could be implemented in a number of ways. Here are possible implementation options.

## **Household Distribution**

Under this approach, FoodCycler™ units would be provided to interested households. These units would be installed on-site, enabling residents to convert their food waste into compost within their own homes.

Advantages:

- **Convenience:** Provides residents with a convenient way to manage their food waste without the need for additional transportation or trips to outside facilities.
- **Empowerment:** Empowers households to take direct responsibility for their waste reduction efforts and composting practices.
- **Customization:** Allows residents to control the composting process and tailor it to their specific gardening or landscaping needs.

Challenges:

- **Education and Training:** Requires comprehensive education on how to properly use and maintain the FoodCycler™ units, including understanding the balance of green and brown waste.
- **Maintenance and Upkeep:** Residents need to be informed about the regular maintenance tasks required, such as cleaning the unit and replacing filters.

## **Community Facilities**

This option involves the installation of FoodCycler™ units in central locations like community centers, schools, or public spaces. Residents can then bring their food waste to these designated locations for composting.

Advantages:

- **Centralization:** Centralizes the composting process, reducing the need for individual households to manage their own units.
- **Community Engagement:** Creates a communal space for residents to engage in sustainable practices together, potentially fostering a sense of community around waste reduction efforts.
- **Accessibility:** Ensures all residents, including those without the capacity for on-site composting, have access to food waste recycling.

Challenges:

- **Infrastructure Needs:** Requires the establishment of suitable drop-off points, including considerations for accessibility, safety, and convenient operating hours.
- **Logistics:** Involves planning for the collection and transport of food waste from the community facilities to a central composting site.

## **Pilot Phases**

This approach involves a phased rollout, starting with a very small number of households or facilities to test the feasibility and identify potential challenges before a full-scale implementation.

#### Advantages:

- **Risk Assessment:** Allows for a gradual approach, enabling the municipality to identify any unforeseen challenges and adjust the program accordingly.
- **Refinement of Strategies:** Provides an opportunity to fine-tune education, outreach, and logistical strategies based on real-world experience.
- **Stakeholder Engagement:** Engages a smaller group of stakeholders initially, fostering a sense of ownership and collaboration in the program's development.

#### Challenges:

- **Extended Timeline:** A phased approach may require a longer timeline for full program implementation, potentially necessitating additional resources for an extended pilot period.
- **Potential Adjustment of Program Elements:** Findings from the pilot phase may require adjustments to elements such as outreach, education, or infrastructure.

### **Education and Outreach**

This option focuses on simply launching an extensive educational campaign to inform residents about the benefits of alternative composting techniques, and the availability of FoodCycler™ units.

#### Advantages:

- **Awareness Building:** Creates widespread awareness about the benefits of the FoodCycler™ units and the importance of sustainable waste management practices.
- **Empowerment through Knowledge:** Educates residents on how they can actively contribute to waste reduction efforts, even without direct access to FoodCycler™ units.
- **Behavioral Change:** Encourages a cultural shift towards more sustainable waste disposal habits.

#### Challenges:

- **Sustained Efforts:** Requires ongoing and consistent efforts to reach all residents and ensure the message is effectively communicated.
- **Behavioral Change:** Changing established behaviors and habits can be a gradual process, necessitating patience and perseverance.

Each of these implementation options offers unique advantages and challenges. The choice of approach will depend on the municipality's specific resources, priorities, and capacity to manage the associated financial and logistical considerations. It is crucial to weigh these factors carefully to determine the most suitable implementation strategy.

## **BUDGET IMPLICATIONS**

Based on the demographics and current waste management system in place at the Municipality, Food Cycle Science is recommending a pilot program involving 50 households.

The funded pilot program is based on a cost subsidy model where Food Cycle Science provides an initial discount, they contribute an investment from AAFC/Impact Canada, the Municipality provides a subsidy, and the resident provides the remaining contribution. The rationale for this model is to make the units accessible to more residents at an affordable price.

The total investment from Impact Canada for a 50-household pilot project would amount to \$5,000.00.

Through this partnership-based program, the municipal investment for the Municipality of Barrington is \$100.00 per household, regardless of which device is selected. Residents will then have the option to choose the FoodCycler™ model that best suits their household and budget. The municipal cost for the project would be \$6,850 – which includes 50-\$100 per household subsidies and the shipping cost of the units.

Orders of 500 units or more will be eligible to receive an additional \$50.00 per unit discount on the FoodCycler™ Eco 5™. The Municipality shall maintain a minimum of \$100.00 per household subsidy, thus passing on these savings directly to residents, reducing the resident contribution on the Eco 5 to \$250.00.

#### LEGAL IMPLICATIONS

N/A

#### PUBLIC CONSULTATION/COMMUNICATIONS

N/A

#### RECOMMENDATION

Based on the comprehensive assessment of the FoodCycler™ Pilot Program, it is recommended that the municipality carefully consider the current financial commitments and priorities before proceeding with implementation. Given the unbudgeted financial commitment required for this initiative, along with other pressing priority projects and programs, it may be advisable to defer participation in the pilot program at this time.

While the benefits of the FoodCycler™ Pilot Program are noteworthy, it is important to ensure that any new initiative aligns with the municipality's overall fiscal strategy and resource allocation. Given the potential strain on existing budgets and the need to prioritize other critical projects, delaying the implementation of the FoodCycler™ Program will allow the municipality to address immediate needs while keeping the option open for future consideration.

Furthermore, this pause will provide an opportunity for the municipality to actively monitor the progress and outcomes of similar initiatives in neighboring jurisdictions. This will allow for the accumulation of

valuable insights and best practices, ultimately enabling a more informed decision when revisiting the FoodCycler™ Program in the future.

This recommendation is made with careful consideration of the municipality's long-term financial health and the need to balance innovative projects with existing commitments. It is essential to prioritize initiatives that not only align with our goals but are also sustainable and financially responsible.

#### SUGGESTED MOTION

N/A

#### ALTERNATIVES

1. Move forward with one of the implementation options now.
2. Defer the decision on implementing the pilot program during the 2024/2025 budget deliberations.

#### ATTACHMENTS

- Initial Food Cycle Science Presentation
- FoodCycler™ Food Waste Diversion Program Proposal



**FORM "A"**  
**TO BE COMPLETED BY ANYONE**  
**WISHING TO ADDRESS COUNCIL OR COMMITTEE OF THE WHOLE COUNCIL**

**Names of individuals making the presentation:**

Kassia Régnier

**Points to be made:**

FCS provides municipalities with innovative residential food waste diversion solutions to reduce organic waste sent to landfill. We have received federal funding through the Impact Canada Food Waste Reduction Challenge to expand our municipal programs across Canada. As a trusted solution provider to over 85 municipalities in Canada and the US, we would like to extend the partnership opportunity to the Municipality of Barrington, NS. The program comes with a direct investment in your community to offset the cost of the program.

**Purpose and any requests that may be forthcoming from the presentation:**

To see whether the Council of Barrington would be interested in participating in a FoodCycler Pilot Program.

**Please attach a copy of your written or power point presentation.**

**Time requested for presentation:**                      15 minutes   X        30 minutes       

*Kassia Régnier*  
Signature

**Print Name:** Kassia Régnier  
**Mailing Address:** 371A Richmond Road, Ottawa, ON K2A0E7  
**Phone Number:** 6138611721  
**E-mail address:** kassiar@foodcycler.com

**Will you require a projector and computer for your presentation ?**

**NOTE: Individuals or groups making presentations are required to address their comments and questions to the Chair of the Meeting only. No decision will be made at the same meeting as your presentation.**



# ABOUT US

## Food Cycle Science

- Canadian company based out of Ottawa, ON
- Founded in Cornwall in 2011 – Company is 100% focused on Food Waste Diversion Solutions
- Products available in North America through FoodCycler Municipal / Vitamix and internationally through network of distributors & OEM partners
- Finalists in Impact Canada/AAFC's Food Waste Reduction Challenge
- Globe & Mail Canada's Top Growing Companies (2021 & 2022)
- Deloitte Fast 50 CleanTech award winners (2021)
- Approved supplier with Canoe Procurement Group of Canada



# TRUSTED CANADIAN SOLUTION

Coast to Coast to Coast

**85\***  
Canadian  
Municipal  
Partnerships

○ **6** Provinces

○ **1** Territory



\*Plus 3 in the United States.

# THE PROBLEM: FOOD WASTE

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- **63%** of food waste is avoidable
- Household waste is composed of **25-50%** organic waste
- Food waste weight is up to **90%** liquid mass (which is heavy)
- The average Canadian household spends **\$1,766** on food that is wasted each year
- Each year food waste in Canada is responsible for **56.6 Million tonnes of CO<sub>2</sub>** equivalent of GHG



# MUNICIPAL IMPACT

## Waste is a municipal responsibility

### LANDFILL + WASTE COSTS

- ~**25-50%** of household waste is organic waste
- Landfills are filling up fast, creating cost and environmental issues
- Hauling, transfer, and disposal services are a major cost factor and environmental contributor

### ENVIRONMENT

- Landfilled organic waste produces methane, which is **25 times** more harmful than CO<sub>2</sub>
- 1 tonne of food waste is equivalent to 1 car on the road for one year



### COMMUNITY

#### Food in the garbage:

- More frequent collection or trips to the disposal site
- Unpleasant odours
- Animals, pests & other visitors



#### Removing food waste from garbage:

- Volume is reduced by up to **50%**
- Less frequent collection, fewer trips to disposal site, save on bag tags
- Keeps odours out, makes garbage much less "interesting" for animals

# “HAVEN’T WE SOLVED THIS ALREADY?”



## GREEN BINS

- Major capital expenditure to invest in processing & collection infrastructure
- Contamination is an ongoing challenge
- GHG emissions and safety concerns from collection vehicles
- Participation rates are often lower than desired, particularly in multi-residential dwellings

## BACKYARD COMPOST

- Space, ability, and know-how are limiting factors
- Most users do not compost in winter or inclement weather
- May attract pests/animals or create unpleasant odors
- Participation rates are relatively low and stagnant
- Can produce methane if done incorrectly

## LANDFILL

- Easiest solution and often perceived as the most cost-effective in the short term
- Waste is typically out of sight and out of mind for consumers
- High levels of GHG emissions, particularly methane
- Long-term environmental hazard requires monitoring / maintenance
- Landfill capacity is quickly running out

# OUR SOLUTION: 90% FOOD WASTE REDUCTION

Full bucket of wet,  
smelly food waste

2.5L / 5L



Handful of dry, sterile, odourless  
& nutrient-rich by-product

100 g / 200 g



4-8 HOURS  
(Overnight)

0.8-1.5 kWh  
(Equivalent to a laptop)

\$0.10-\$0.15 per cycle  
(\$2-4 per month)

# THE FOODCYCLER FAMILY

FOODCYCLER™  
FC-30



FOODCYCLER™  
Eco-5



2.5L	VOLUME CAPACITY	5.0L
30.5L	UNIT VOLUME	28.9L
4-8 HOURS	PROCESSING TIME	6-8 HOURS
0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh
2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER
BACK	VENT LOCATION	TOP

# FOODILIZER™: BENEFICIAL USES

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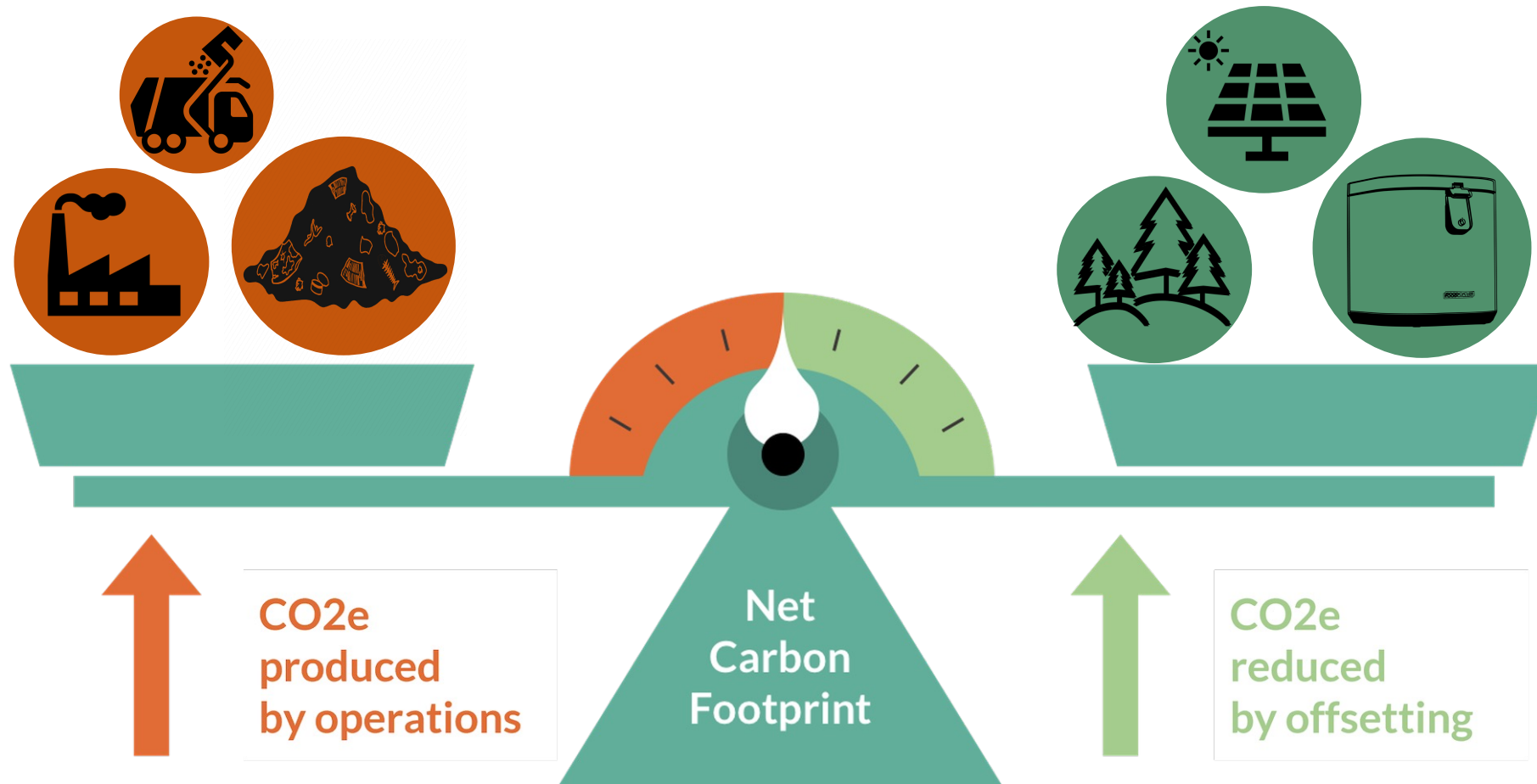
The FoodCycler by-product is a dry, sterile, odourless and nutrient-rich biomass with many beneficial uses and practical applications:

- Add to garden soil
- Add to backyard composter/tumbler/green cone
- Integrate to existing Leaf & Yard waste systems
- Pelletize/briquette as home heating alternative
- Drop off at compost site
- Drop off to a local farm
- Drop off to a community garden
- Add to Green Bin (where available)

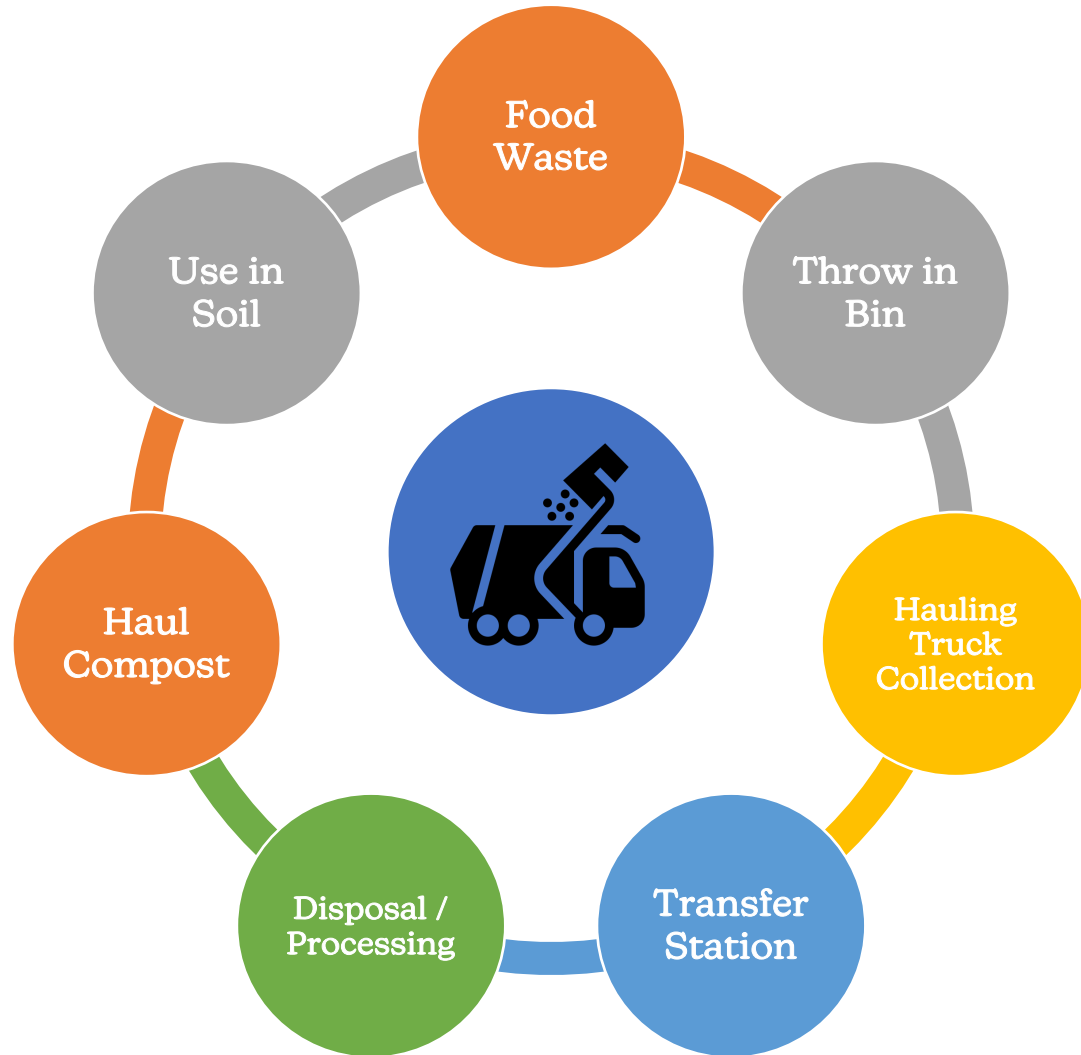


# IMPACT: ENVIRONMENT

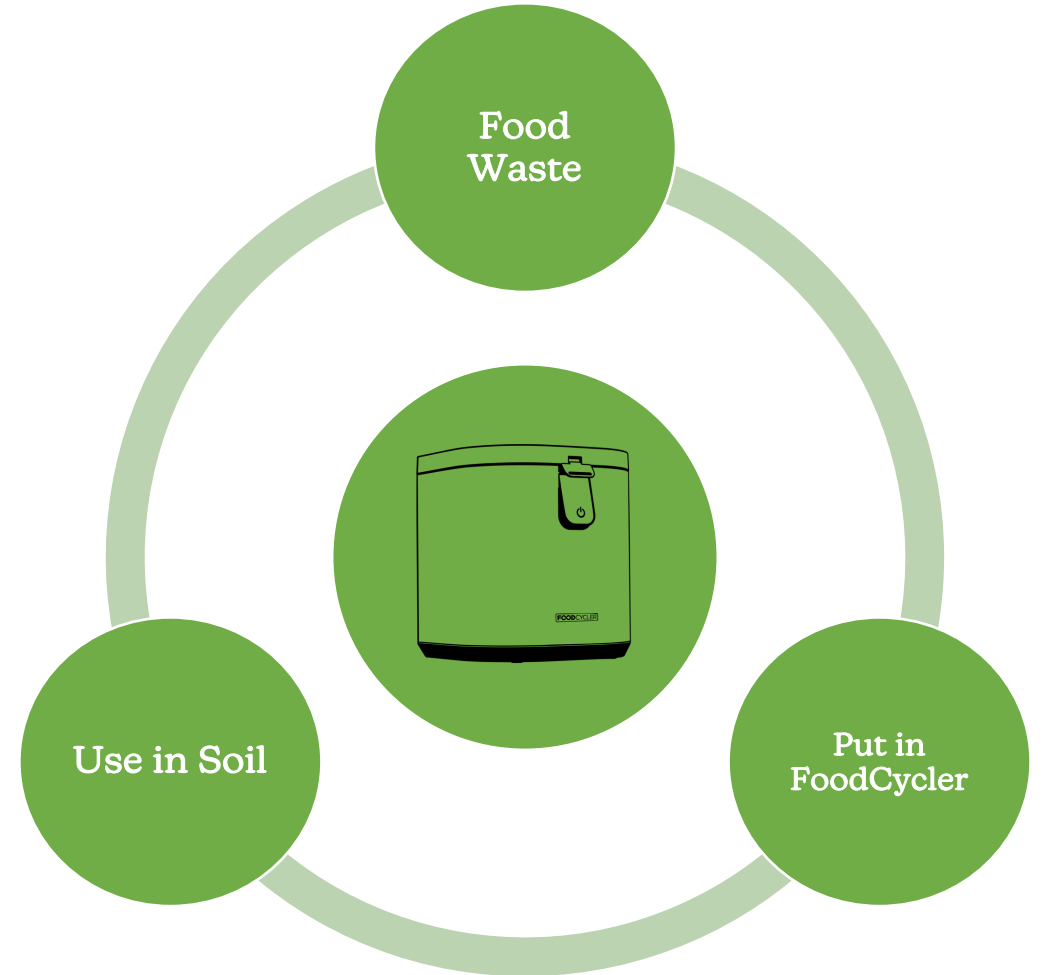
## The Path to Net Zero



# IMPACT: ECONOMIC



Traditional Waste Management



FoodCycler

# IMPACT: PRESSURE

## Regulatory + Social

### THE TIME IS NOW

- Constituents want **solutions** to reduce their environmental impact
- Waste is perceived as a government problem and **regulations** are coming
- Food waste is “low-hanging fruit” to achieving higher **diversion** and addressing the environmental impact of waste



*"I've received a number of positive messages from residents saying, "sign me up, where can I get mine." I'm 100 per cent in favor of it."*

**Deputy Mayor Lyle Warden, (South Glengarry ON)**

*"We were extremely happy with this program and loved that it made us aware of our daily waste."*

**Pilot participant in South Glengarry**

*"It's a great tool to reduce household waste. Appreciate that the municipality is being innovative and piloting different solutions."*

**Pilot participant in Hornepayne**

*"It alleviates a lot of the concerns that people might have with backyard composting. The time commitment, the location, pests and animals..."*

**Kylie Hissa, Strategic Initiatives Officer  
(Kenora, ON)**

# THE FOODCYCLER PILOTS

The results are in.

Completed\* pilots in:

**6,000+**  
Households

**50+**  
Municipalities



**Participation Rate** 98%

- 98% of pilot participants will continue using the FoodCycler after the pilot period

**Recommendation Rate** 96%

- 96% of users would recommend the FoodCycler to friends/family/neighbours

**User Experience Rating** 4.6/5

- 4.6 out of 5-star rating for the overall user experience of the FoodCycler

**Net New Diversion** 300 kg

- Each participating household diverts approximately 300 kg of food waste per year

**Awareness + Prevention** 77%

- 77% of pilot participants resolved to waste less food as a result of increased awareness

\*The rest are in progress!

# FOOD WASTE REDUCTION CHALLENGE

## Impact Canada Finalists

### Federal Funding

- ✓ Semi-Finalists in Stage 1 received \$100,000
- ✓ Finalists in Stage 2 received \$400,000
- Finalists will compete in Stage 3 to win one of two Grand Prizes of up to \$1,500,000



# PILOT PROGRAM

## 12 Weeks from Start to Finish

### PILOT TIMELINE

#### START

Residents purchase FoodCycler at a subsidized rate from Municipal Office (or other designated location)

#### 12 WEEKS

Participants use the unit for a period of 12 weeks.

Number of cycles per week are tracked to estimate total diversion achieved.

#### END

Participants fill out an exit survey, providing their review of the program and any other feedback.

Survey results used to evaluate program success.

#### NEXT STEPS

Tailored program design and implementation.

Grants may be available, with support from Food Cycle Science.

# FUNDED PILOT PROGRAM OPTIONS

## Municipal Subsidy Model



FOODCYCLER™  
FC-30

\$500

-\$200

-\$50

\$100

\$150

RETAIL PRICE

MUNICIPAL  
DISCOUNT

IMPACT CANADA  
INVESTMENT

\* MUNICIPAL  
SUBSIDY \*

RESIDENT  
COST

\$800

-\$250

-\$150

\$100

\$300



FOODCYCLER™  
Eco-5

# FUNDED PILOT PROGRAM OPTIONS

## Pilot Scope Recommendations

Municipality Population	Pilot Scope	Municipal Investment
< 2,500 Residents	50 Households	\$5,000
2,500 – 10,000 Residents	100 Households	\$10,000
10,000 – 20,000 Residents	200 Households	\$20,000
> 20,000 Residents	250+ Households	\$25,000+

- Plus shipping costs and applicable taxes



## Next Steps

- 🍃 We kindly ask that you receive our presentation as information
- 🍃 If interested in partnering, please refer to Staff for a recommendation to Council







# FOODCYCLER™ MUNICIPAL FOOD WASTE DIVERSION PILOT PROGRAM



*An ocean of opportunity*

Municipality of Barrington  
2447 Highway 3  
Barrington, NS B0W 1E0  
902-637-2015

Wednesday, August 23, 2023

## The FoodCycler™ Food Waste Diversion Municipal Pilot Program

Dear Municipality of Barrington Staff and Council,

Thank you for your interest in food waste diversion in your community. Food Cycle Science (FCS) is an organization born from the alarming fact that 63% of food waste is avoidable and responsible for about 10% of the world's greenhouse gas emissions. FCS has developed an innovative solution that reduces food waste in landfills, takes more trucks off the road, encourages more people to recycle their food waste, and reduces infrastructure and collection costs. We deploy our patented technology to households around the world, helping them take ownership of their food waste and environmental impact.

In partnering with municipalities, we are committed to creating accessible food waste solutions for all people and changing the way the world thinks about food waste. The purpose of the FoodCycler™ Pilot Program is to measure the viability of on-site food waste processing technology as a method of waste diversion. By reducing food waste at home, you can support your environmental goals, reduce residential waste, reduce your community's carbon footprint, and extend the life of local landfill(s).

Based on several factors, we believe the Municipality of Barrington would be a great fit for the benefits of this program, and we are proposing a study involving 50 households in the Municipality of Barrington. The **FoodCycler™ FC-30** and **Eco 5** devices can process 2.5 L and 5 L (respectively) of food waste per cycle and convert it into a nutrient-rich by-product that can be used to enrich your soil. Power consumption per cycle is ~0.8 kWh (FC-30) / ~1.3 kWh (Eco 5) and takes less than 8 hours to complete.

Every FoodCycler™ deployed is estimated to divert at least 2 tonnes of food over its expected lifetime. 50 households participating would divert 100 tonnes of food waste and save the municipality in waste management costs. Every tonne of food waste diverted from landfills is estimated to reduce greenhouse gas emissions by 1.3 tonnes of CO<sub>2</sub>e before transportation emissions. Based on this, 50 households could divert approximately 130 tonnes of greenhouse gas emissions.

Food Cycle Science is excited to have you on board for this exciting and revolutionary program. The FoodCycler™ Municipal Solutions Team is always available to answer any questions you might have.

Warm regards,

*The FoodCycler™ Municipal Team*



# Impact Canada/AAFC Food Waste Reduction Challenge

Food Cycle Science is a finalist of Impact Canada's Food Waste Reduction Challenge, which is a three-stage initiative from the Government of Canada through Agriculture and Agri-Food Canada to support business model solutions that prevent or divert food waste at any point from farm to plate.

FoodCycler™ has been chosen as a finalist for our project titled: "Residential On-Site Food Waste Diversion for Northern, Rural, and Remote Communities".

The challenge objectives and assessment criteria are for solutions that:

1. **Can measurably reduce food waste** – in dollars and metric tonnes.
2. **Are innovative and disruptive to the status quo** – the old way of doing business is out.
3. **Are ready to scale up** – it is time to deploy high-impact and wide-reaching solutions across the Canadian food supply chain.
4. **Have a strong business case** – there is a demand for your solution.
5. **Make a difference in our communities** – creating jobs and increasing access to safe, nutritious, and high-quality food is a priority, and,
6. **Improve our environment** – reducing food waste means shrinking our GHG footprint and conserving natural resources.

As a finalist, Food Cycle Science is the recipient of a \$400,000 grant that is being 100% redistributed to our Canadian municipal partners in support of their FoodCycler™ initiatives and pilot programs. Based on several factors, FoodCycler™ believes the Municipality of Barrington would be an ideal "Implementation Partner" for this stage of the challenge and we are proposing a study involving 50 households in the Municipality of Barrington, wherein Food Cycle Science will contribute a portion of this grant money towards offsetting the costs of your program.

More information can be found here: <https://impact.canada.ca/en/challenges/food-waste-reduction-challenge>



As of the date of this proposal, there are a total of 103 Canadian municipalities that have signed on to participate in a FoodCycler™ program. Through this partnership, the Municipality of Barrington can achieve immediate and impactful benefits, acquire valuable insight into food waste diversion in your region, and showcase itself as an environmental leader and innovator in Canada.

**Food Cycle Science** is looking to achieve the following through this proposed partnership:

- 🍃 Receive high-quality data from pilot program participants regarding food waste diversion
- 🍃 Receive high-quality feedback from residents, staff, and council regarding the feasibility of a FoodCycler™ food waste diversion program for the Municipality of Barrington and similar communities
- 🍃 Demonstrate the viability of our technology and solutions in a municipal setting so the model can be re-deployed in other similar communities in Canada
- 🍃 Demonstration of a program regarding food waste diversion in small/rural Canada to support Phase 3 of Impact Canada's Food Waste Reduction Challenge

**The Municipality of Barrington** would receive several benefits through this partnership:

- 🍃 Opportunity to trial a food waste diversion solution at a cost well below market prices utilizing federal funding intended for food waste reduction in our country
- 🍃 Reduced residential waste generation thus increasing diversion rates
- 🍃 Reduced costs associated with waste management (collection, transfer, disposal, and landfill operations)
- 🍃 The reduction of greenhouse gas (GHG) emissions from transportation and the decomposition of food waste in landfills, and contamination of existing green bin programs
- 🍃 Opportunity to support Canadian innovation and clean tech
- 🍃 Opportunity to provide residents with an innovative solution that reduces waste and fights climate change, at an affordable price
- 🍃 Obtaining data that could be used to develop a future organic waste diversion program

**Residents of the Municipality of Barrington** would receive several benefits through this partnership:

- 🍃 Opportunity to own an at-home food waste diversion solution at a cost well below market prices
- 🍃 Support climate change goals by reducing waste going to landfill
- 🍃 Ability to fertilize their garden soil by generating a nutrient-rich soil amendment
- 🍃 Reduce the "ick factor" of garbage to keep animals and vermin away
- 🍃 Reduce trips to the waste site and save on excess waste fees where applicable

In the pages that follow, we will offer a pilot program recommendation for consideration.

# The FoodCycler™ Family

The FoodCycler™ product family offers closed-loop solutions to food waste, with zero emissions or odours. This sustainable process reduces your organic waste to a tenth of its original volume. Small and compact, FoodCycler™ products can fit anywhere. They operate quietly and efficiently, using little energy.

**FOODCYCLER™  
FC-30**



2.5 L	VOLUME CAPACITY	5.0 L
30.5 L	UNIT VOLUME	28.9 L
4-8 HOURS	PROCESSING TIME	6-8 HOURS
0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh
2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER
BACK	VENT LOCATION	TOP

**FOODCYCLER™  
Eco 5**



## Recycle Your Food Waste in 3 Easy Steps



### Step 1

Place your food waste into the FoodCycler™ bucket. The FoodCycler™ can take almost any type of food waste, including fruit and vegetable scraps, meat, fish, dairy, bones, shells, pits, coffee grinds and filters, and even paper towels.



### Step 2

Place the FoodCycler™ bucket into your FoodCycler™ machine. The FoodCycler™ machine can be used anywhere with a plug such as a kitchen countertop, basement, laundry room, heated garage, etc.



### Step 3

Press Start. In 8 hours or less, your food waste will be transformed into a nutrient-rich soil amendment that can be integrated back into your soil. The cycle runs quietly and with no odours or GHG emissions.

# FoodCycler™ Funded Pilot Program – Subsidy Model

FoodCycler FC-30™



Retail Price  
= \$500



## FoodCycler Eco 5™



Retail Price  
= \$800



# FoodCycler™ Funded Pilot Program

## Recommendation and Details

Based on the demographics and current waste management system in place at the Municipality of Barrington, Food Cycle Science is recommending a pilot program involving 50 households.

The funded pilot program is based on a cost subsidy model where Food Cycle Science provides an initial discount, we contribute an investment from AAFC/Impact Canada, the Municipality of Barrington provides a subsidy, and the resident provides the remaining contribution. The purpose of this model is to make this technology accessible to more Canadians at an affordable price.

The total investment from Impact Canada for a 50 household pilot would amount to **\$5,000.00<sup>1</sup>**.

Through this partnership-based program, the **municipal investment for the Municipality of Barrington is \$100.00 per household**, regardless of which device is selected. Residents will then have the option to choose the FoodCycler™ model that best suits their household and budget.

### Total Invoiced Amount

	Price	Quantity	Total
FoodCycler FC-30 Municipal Rate	\$250	25	\$6,250
FoodCycler Eco 5 Municipal Rate	\$400	25	\$10,000
Shipping Estimate			\$1,850
<b>Total Invoice Amount</b>			<b>\$18,100</b>

*Plus applicable taxes.*

### Net Municipal Cost:

	Price	Quantity	Total
Total Invoice Amount			\$18,100
Less Resident Resale: FC-30	\$150	25	<b>-\$3,750</b>
Less Resident Resale: Eco 5	\$300	25	<b>-\$7,500</b>
<b>Net Municipal Cost</b>			<b>\$6,850</b>

*Plus applicable taxes.*

**Volume Discount:** Orders of 500 units or more will be eligible to receive an additional \$50.00 per unit discount on the FoodCycler Eco 5™. The Municipality shall maintain a minimum of \$100.00 per household subsidy, thus passing on these savings directly to residents, reducing the resident contribution on the Eco 5 to \$250.00.

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<sup>1</sup> Based on an estimated 50/50 split between FC-30 and Eco 5s. Will vary depending on the quantity of FoodCyclers purchased and the model ultimately selected by residents.

## Purchase and Program Terms

**Confirmation Deadline:** Confirmation of order (Council resolution and/or signed partnership agreement) to be received no later than September 30, 2023.

**Price Guarantee:** Food Cycle Science will honour these rates on subsequent orders of 50 units or more, placed within the 2023 calendar year.

**Shipping:** Shipping estimates to your location may range from \$1,400.00 – \$2,400.00 and the \$1,900.00 quoted is an estimated average based on today's shipping rates. The Municipality may choose the shipping option that best suits its budget and needs. The higher-cost shipping options will generally provide superior shipping accuracy.

**FoodCycler™ Model Selection:** During a registration period, residents will be given the option to indicate their preferred FoodCycler™ model. The total allotment of each FoodCycler™ model can be either predetermined or determined by resident selection.

**Payment Terms:** Payment is 100% due upon receipt of goods.

**Accessories:** Additional filters and other accessories may be purchased from FoodCycler™ at wholesale rates for resale to residents under the pilot program with no additional freight cost provided they are included in the initial order.

- **RF-35 Replacement Filter Pack (Refillable):** Includes 2 refillable filter cartridges with carbon included, good for 1 filter change. One-time purchase only to convert to the refillable system. May be purchased at a price of \$22.12 + tax in increments of 18.
- **RC-35 Carbon Filter Packs:** Includes 8 carbon packets, good for 4 filter changes. Compatible only with RF-35 refillable filter system. May be purchased at a price of \$50.00 + tax in increments of 9.
- **RC-104 Carbon Filter Packs:** Includes 4 carbon packets, good for 4 filter changes. Compatible only with the Eco 5 refillable filter system. May be purchased at a price of \$50.00 + tax in increments of 9.
- **BK-30 Spare Buckets:** May be purchased at a price of \$50.00 + tax in increments of 6.
- **BK-100 Spare Buckets for Eco 5:** May be purchased at a price of \$80.00 + tax in increments of 4.
- **RF-30 Replacement Filter Pack:** Includes 2 disposable filter cartridges with carbon included, good for 1 filter change. May be purchased at a price of \$22.12 + tax and must be purchased in increments of 20.

**Warranty:** 1-year standard manufacturer's warranty starting on the date of delivery of all FoodCycler™ units to the Municipality of Barrington. We will repair or replace any defects during that time. Extended warranties may be purchased at an additional cost of \$25.00 per year for up to 5 years.

**Buyback Guarantee:** Food Cycle Science will buy back any unsold units after a period of 1 year from the delivery date. All units must be in new and unopened condition. The municipality is responsible for return shipping to our warehouse in Ottawa, ON plus a \$25.00/unit restocking fee.

**Marketing and Promotion:** The Municipality of Barrington and Food Cycle Science mutually grant permission to use the name and/or logo or any other identifying marks for purposes of marketing, sales, case studies, public relations materials, and other communications solely to recognize the partnership between Food Cycle Science and the Municipality of Barrington. The Municipality of Barrington staff may be asked to provide a quote/video testimonial regarding the program.

#### **Surveys / Tracking:**

- The trial/survey period will be for 12 weeks starting on or before October 30, 2023.
- Residents will be asked to track weekly usage of the FoodCycler™ during each week of the trial. Tracking sheets will be provided as part of a Resident Package prepared by Food Cycle Science.
- At the end of the 12 weeks, residents must report their usage and answer a number of survey questions. The survey is to be provided by Food Cycle Science and approved by the Municipality of Barrington.
- The survey is to be administered either by the Municipality of Barrington or by Food Cycle Science, by request and with permission. All survey results are to be shared between the Municipality of Barrington and Food Cycle Science. The Municipality of Barrington shall ensure all personal information of participants is removed from any data ahead of sharing with Food Cycle Science.
- The Municipality of Barrington may administer additional touchpoints with participants at their discretion.

**Report:** At the request of the Municipality of Barrington, Food Cycle Science will prepare a report summarizing program performance including waste diversion, potential for expansion, and other factors deemed relevant by the Municipality of Barrington.

#### **Customer Support / Replacement Units:**

- Food Cycle Science has a dedicated municipal support team that is available to assist residents directly with any troubleshooting, repairs, or replacement when required.
- Food Cycle Science may provide a small number of spare FoodCycler™ units with the initial order to be used for replacements if/when required. The Municipality of Barrington would be tasked with assisting residents with replacements where necessary. Replacement units will be supplied at no cost to the municipality and may represent up to 2% of the total initial order. This represents our anticipated/accepted failure rates.
  - Any unused spare units remaining after the warranty period shall be donated to a local school, with priority given to schools participating in EcoSchools Canada programs.

# Summary and Acceptance of Terms

Summary of pilot program costs:

Program Recommendation	Invoice Amount	→	Net Municipal Cost*
50 Households	\$18,100	→	\$6,850

*\*Including shipping estimate*

Terms Accepted and Agreed by the Municipality of Barrington:

\_\_\_\_\_  
Name / Title

\_\_\_\_\_  
Name / Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Food Cycle Science looks forward to working with the Municipality of Barrington to reduce the amount of food waste going to landfills in a manner that is convenient and cost-effective.

Sincerely,

**Kassia Régnier**

Bilingual Municipal Program Coordinator  
kassiar@foodcyclers.com | +1 613-861-1721



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