



FARMING STARTER GUIDE

A guide to opening your Farm in Nova Scotia

Let us navigate you toward success! For personalized help to start your business contact a **Business Navigator at 1-844-628-7347**



CREATE YOUR BUSINESS

- **Create a business plan** that includes items such as: Market research, why you want to start a farm, what your goals are, what resources you have, what will you farm, how much and how you will do it. Include how you will add value to your farm, through marketing and innovations. Also include, revenue forecasts and budgetary requirements.

There are various government agencies, organizations and associations, such as **Think Farm** www.novascotia.ca/thinkfarm, that offer assistance to farms in Nova Scotia. Call a Business Navigator to find out more, or a Nova Scotia Agriculture Business Development Officer at 1-800-279-0825

Farms are exempt from registering as a business in Nova Scotia. However, there can be benefits to registering your farm with the Nova Scotia Federation of Agriculture (NSFA), including accessing government programs. <http://nsfa-fane.ca/member-services/farm-registration/>

Please contact Business Navigation or the NSFA www.nsfa-fane.ca for a list of these benefits and steps to register.

- **Request your Business Number** with CRA at 1-800-959-5525. Activation of a business number is mandatory if you have employees, you import or export, and/or your gross revenue exceeds \$30,000.
- **Workers Compensation Insurance** may be mandatory for your staff or an option you may want to consider. Contact WCB at 1-800-870-3331 or www.wcb.ns.ca to discuss your specific requirements. **Research any additional insurance** requirements such as liability and disability.

YOUR LOCATION

- **Next contact your municipality or town** to confirm your preferred location is zoned for your type of farm. For Halifax, contact 902-490-5650

Now that your location is approved, you must create a site plan.



PLAN YOUR INFRASTRUCTURE

Consider the following infrastructure needs of both crop and livestock farms.

- Housing
- Feed Storage Facilities
- Fencing
- Pasture
- Water Supply
- Drainage

Be sure to consult an engineer who is familiar with farms. You may also require a building permit. Please contact your municipality or town. In Halifax, contact 311



FARM VEHICLES & TRANSPORTATION

There are a number of regulations that apply to farm vehicles. Depending on the vehicle and whether you are transporting your goods, you could require different licenses, training and/or permits. For a copy of the Transportation for Nova Scotia Farmers Guide, please contact Business Navigation or the Department of Transportation, Infrastructure and Renewal at 1-800-670-4357.

APPLY FOR PERMITS

Begin the permit process 3-6 months before opening.

Permits may be required based on the type of farm you wish to start. Beekeeper and apiary, honey bee imports, deer farming, deer processor, fur, game farm, meat slaughtering, dairy (milk), selling or processing food (e.g. accompanying restaurant, store) are a few that require permits.

It's **important to note** there are regulations that apply to farm animal welfare and livestock, environment impacts of farm activities such as, pesticide use, manure management, nutrient management, and soil erosion.

Connect with a Agriculture Resource Coordinator in your area at 1-800-279-0825. They will assist you in complying with these regulations.

For zoning, building, renovating, land development, signage as well as **fire prevention** inspections, contact your municipality or town. In Halifax, contact 902-490-5650.

The *Occupational Health and Safety Act* is applied to all Nova Scotia workplaces. There are a number of related regulations which also apply specifically to farm workplaces regardless of the number of employees:

- a copy of the Occupational Health and Safety Act is required to be posted at the workplace and available to your employees.
- information and reports recommended by an Occupational Health and Safety Officer need to be provided
- implementation of a relevant "Code of Practice"
- accessible OHS telephone number to report incidents

Contact Occupational Health and Safety 1-800-952-2687 to determine your specific farm requirements and to receive a copy of the Farm Safety Standards of Practice (more on page 2).

Need more help?

Contact a **Business Navigator** at **1-844-628-7347** or email busnavigation@novascotia.ca
Business Navigation offers personalized and timely help with regulation and requirements, including registration, permits and licenses to save you valuable time.



FARM SAFETY REQUIREMENTS

The "Standards of Practice for Farms in Nova Scotia and Risk Management Tool" was created in part by Nova Scotia Farm Health and Safety Committee. Using these two resources together; the Standards to identify potential risk, and the Risk Management Tool to manage those risks on a regular basis, will:

1) create a safer workplace for everyone who comes in contact with your farm; 2) help protect your self, your family and your employees from serious injury; and, 3) comply with many of the legal obligations imposed by Legislation and Regulation.

The standards include,

- Managing Farm Safety
- Legal Duties
- Personal Protective Equipment
- First Aid and Emergencies
- Machinery & Guarding
- Machinery & Workshops
- Tractor Safety
- Farm Chemicals
- Livestock Handling
- Silos, Bin & Manure Storage
- Harvesting Equipment Safety
- Electrical Safety
- Fall Prevention
- Fire Prevention

Farm safety is everyone's responsibility. Please contact OHS at **1-800-952-2687** to receive your copy of the standards and risk management tool.



PREPARE FOR EXCELLENCE

Post all required signs, licences and permits as outlined by all inspectors and officers.

Mark your calendar. Schedule equipment maintenance and set reminders to renew your permits and licences.

Be ready for future inspections. You may not be notified of an inspection date.

For employee and employer obligations contact Labour and Advanced Education at 902-424-5301

Payroll and tax assistance contact CRA at 1-800-959-5525.

For road access (new or upgrades to roads and driveways) **and highway signage** for your business contact Transportation, Infrastructure and Renewal at 1-844-696-7737.

For Occupational Health and Safety requirements such as **WHMIS Training, First Aid and Workplace Health and Safety** contact OHS at 1-800-952-2687.

For Employer/Employee obligations and rights including minimum wage, hours of work, terminations, vacation/holiday pay (etc.), contact the **Nova Scotia Labour Standards Division** at 1-888-315-0110.

Contact **Nova Scotia Power** regarding electricity connection at 1-800-428-6230

Farms may be required to hire private companies for **garbage and recycling collection**. Contact your municipality or town to determine who in your area is an authorized collector. In Halifax, contact 311.