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The Municipality of Kings and the Towns of Annapolis Royal, Berwick, Kentville, Middleton and Wolfville

**Valley Region Solid Waste-Resource Management Authority  
Wednesday, May 15, 2019  
9:00am  
Valley Waste Boardroom**

**Attendees**

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**Members Present: Wendy Elliott, Barry Corbin, Martha Armstrong, Gail Smith and John Kinsella**

**Alternates Present: Craig Gerrard**

**Regrets: Eric Bolland**

**Staff: Andrew Wort, Jeff Martin, Geoff McCain and Sue Visentin**

**Agenda Item No. 1 – Welcome and Call to Order**

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Chair Kinsella welcomed everyone calling the meeting to order at 9:00am.

**Agenda Item No. 2 – Approval of the Agenda**

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**ON MOTION OF MARTHA ARMSTRONG AND SECONDED BY WENDY ELLIOTT THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY APPROVE THE AGENDA, AS CIRCULATED.**

**MOTION CARRIED.**

**Agenda Item No. 3 – Approval of the Minutes:**

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**Agenda Item No. 3.1 - Approval of Draft Minutes from Regular Authority Meeting April 17, 2019**

**ON MOTION OF GAIL SMITH AND SECONDED BY BARRY CORBIN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY APPROVE THE MINUTES OF APRIL 17, 2019, AS CIRCULATED.**

**MOTION CARRIED.**

**Agenda Item No. – 3.2 Approval of the Draft Minutes from Special Meeting held May 1, 2019**

**ON MOTION OF WENDY ELLIOTT AND SECONDED BY GAIL SMITH THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY APPROVE THE MINUTES OF THE SPECIAL MEETING ON MAY 1, 2019, AS CIRCULATED.**

**MOTION CARRIED.**

**Agenda Item No. 4 – Business Arising from the Minutes**

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Chair Kinsella welcomed alternate Craig Gerrard to the table.

It was mentioned that the towns of Berwick and Wolfville are still waiting for a final copy of the 2019/2020 Operating and Capital Budget. Finance Manager, Geoff McCain offered to resend a copy to all Municipal Parties. It was noted that the Municipality of the County of Kings was the only Municipal party to pass the budget to date.

**Agenda Item No. 5 – General Manager’s Report**

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General Manager Wort discussed the new curbside collection contract, green carts and the Kaizer Meadow Landfill. Lawyer Jay Washington will be preparing the draft copy of the curbside collection contract. Communications Manager Andrew Garrett will redraft the Bylaw to facilitate an earlier start time, an allowance for a night before set out by residents as well as other necessary modifications. Operations Manager Jeff Martin and Andrew Garrett will tackle the rerouting of the collection schedule. In order to keep things moving it was decided that GM Wort would bring before the Board a redraft of the Bylaw for the June regular meeting for distribution to all the Municipal Parties for approval.

Jeff Martin noted that all green carts previously stored in Middleton have been removed. After a brief discussion all Board members agreed that excess green carts could be sold to the commercial sector outside the Region.

There was a fire at the Chester landfill on May 10<sup>th</sup> resulted in the realization that a contingency plan needs to be formulated for other similar situations. Storing waste on our site for any period of time is not a viable option. GM Wort emphasized the importance of monitoring the progress of Sustane Technologies and prepare for various scenarios based on the success of their operation. GM Wort indicated that Chester will reevaluate the landfill closure and post closure costs this fiscal year.

GM Wort noted that he received an e-mail from the CAO of Middleton concerning the site conditions at the Western Management Centre. Jeff Martin explained that the site is operating with reduced staff, only 2 staff on the floor, but also doing the same amount of business in a shortened work week. The operations department has one vacant position and two individuals who are on partial work schedules due to injury. This is resulting in challenges in staffing all functions during the spring cleanup period. Staff will review the WMC condition and implement a cleanup.

Operations Manager Martin spoke of the litter at the Scotia Recycling Facility above the Eastern Management Centre. An email has been sent to their President and they have scheduled a meeting for Thursday of next week to discuss the matter in detail.

GM Wort referred to information he received from the CAO of The Municipality of the County of Kings. Key topics included and discussed: Items related to the 2019 Fiscal Year-End; items related to the F2020

Budgets and future budgets along with Operational plans. The Authority appreciates the work that went into the suggestions. GM Wort indicated that he would address the matters raised in the letter from Kings County, the requests around cost accounting could be addressed with a CPA. The board discussed the funding request for an accounting position and indicated that given this was an intermediate position and would duplicate resources already available there was no benefit to funding such a position.

**ON MOTION OF MARTHA ARMSTRONG AND SECONDED BY GAIL SMITH THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE GENERAL MANAGERS REPORT.**

**MOTION CARRIED.**

**Agenda Item No. 6 – Staff Reports**

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**Agenda Item No. 6.1 – Manager of Finance**

Finance Manager Geoff McCain reported that the Auditors arrive on Tuesday of next week.

**Agenda Item No. 6.2 – Operations Manager**

Operations Manager Jeff Martin reported that a price of \$180.00/ton was secured for crushed metal. This will take place in June at both sites.

Mr. Martin reported that although working with a reduced staff; Spring Clean-up went very well. The site in Lawrencetown has become a very busy spot. The reduction in hours has forced incoming business waste to be squeezed into 3 days. Staff working on the tipping floor has been reduced from 3 to 2 and it is difficult to keep up. Mr. Martin wanted to stress that since he started at Valley Waste in 2015, the Management Centre's staff has been reduced by 10 and once Site Inspector Carson King retires in June, the number will climb to 11.

**ON MOTION OF WENDY ELLIOTT AND SECONDED BY BARRY CORBIN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE OPERATIONS MANAGER REPORT.**

**MOTION CARRIED.**

**Agenda Item No. 6.3 – Office Manager**

There was nothing to report at this time.

**Agenda Item No. 6.4 – Communications Manager/Regional Coordinator**

In Andrew Garrett's absence, GM Wort went over the Regional Coordinator Report dated May 6, 2019.

**Agenda Item No. 7 – Committee Reports**

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**Agenda Item No. 7.1 – Policy Committee- no report**

**Agenda Item No. 8 – New Business**

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There was no new business to report at this time.

**Agenda Item No. 9 – Correspondence**

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There was no correspondence to bring before the Authority at this time.

**Agenda Item No. 10 – In Camera Session in Keeping with Section 22 (2)(e) of the Municipal Government Act.**

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**ON MOTION OF GAIL SMITH AND SECONDED BY CRAIG GERRARD THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY MOVE TO AN IN-CAMERA SESSION TO DISCUSS CONTRACT NEGOTIATIONS IN KEEPING WITH SECTION 22(2)(e) OF THE MUNICIPAL GOVERNMENT ACT.**

**MOTION CARRIED.**

**ON MOTION OF CRAIG GERRARD AND SECONDED BY WENDY ELLIOTT THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY MOVE OUT OF THE IN-CAMERA SESSION.**

**MOTION CARRIED.**

**ON MOTION OF CRAIG GERRARD AND SECONDED BY GAIL SMITH THAT VALLEY WASTE RESOURCE MANAGEMENT STAFF HAVE THE AUTHORITY TO REQUEST PROPER IDENTIFICATION OF CUSTOMERS USING THE WESTERN MANAGEMENT CENTRE TO DETERMINE WHETHER THEY WILL BE CHARGED A MEMBER OR NON-MEMBER TIPPING FEE RATE. THOSE WHO REFUSE OR DO NOT HAVE PROPER IDENTIFICATION WILL BE CHARGED THE NON-MEMBER RATE.**

**MOTION CARRIED.**

The May regular monthly meeting of the Valley Region Solid Waste-Resource Management Authority resumed at 11:20am.

**Agenda Item No. 11 – Next Meeting**

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**Agenda Item No. 11.1 – Regular Monthly Meeting – June 19, 2019**

The next meeting of the Valley Region Solid Waste-Resource Management Authority will be held on June 19, 2019.

**Agenda Item No. 12 – Adjournment**

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**ON MOTION OF CRAIG GERRARD AND SECONDED BY GAIL SMITH THAT THE MAY 2019 REGULAR MONTHLY MEETING OF THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY BE ADJOURNED AT 11:25 AM.**

**MOTION CARRIED.**

Respectfully Submitted,

Sue Visentin for Brenda Davidson  
Office Manager  
Valley Waste-Resource Management