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The Municipalities of Annapolis and Kings and the Towns of Annapolis Royal, Berwick, Kentville, Middleton and Wolfville: Partners in Waste Reduction

**Valley Region Solid Waste-Resource Management Authority
Regular Monthly Meeting
April 19, 2017
8:30am
Valley Waste-Resource Management Office – Boardroom**

Attendees

Members: Wendy Elliott, Eric Bolland, Martha Roberts, Jane Bustin, Brian Hirtle and Gail Smith

Alternates Present: Michael Gunn, Megan Hodges

Staff: Ross Maybee, Mike Coyle, Jeff Martin, Andrew Garrett, Glenda Clark, Grace Proszynska and Brenda Davidson

Guests: none

Regrets: John Kinsella

Agenda Item No. 1 - Call to Order

Chair Bustin welcomed everyone calling the meeting to order at 8:35am. A special thank you was extended to all for accommodating the early start time to allow the time necessary for the Orientation Tour to take place directly following the meeting. Chair Bustin further extended a welcome back to General Manager Maybee taking the opportunity to sincerely thank Mike Coyle for all of his hard work as Acting General Manager during Mr. Maybee's absence.

Agenda Item No. 2 – Approval of Agenda

Mr. Hirtle noted that he did have one item to add to the Agenda relating to the Grand Pre Canada 150 celebration in August 2017, with it being the consensus that the item can be raised under correspondence.

ON MOTION OF MARTHA ROBERTS AND SECONDED BY WENDY ELLIOTT THAT THE AGENDA BE APPROVED WITH THE ADDITION NOTED ABOVE.

MOTION CARRIED.

Agenda Item No. 3 – Approval of the March 29, 2017 Minutes

ON MOTION OF ERIC BOLLAND AND SECONDED BY MARTHA ROBERTS THAT THE MINUTES OF MARCH 29, 2017, BE APPROVED, AS CIRCULATED.

MOTION CARRIED.

Agenda Item No. 4 – Approval of the April 6, 2017 Special Authority Meeting Minutes

ON MOTION OF BRIAN HIRTLE AND SECONDED BY ERIC BOLLAND THAT THE MINUTES OF THE SPECIAL AUTHORITY MEETING HELD ON APRIL 6, 2017, BE APPROVED AS, CIRCULATED.

MOTION CARRIED.

Agenda Item No. 5 – General Manager’s Report

Agenda Item No. 5.1 – Expense Oversight Report: March 2017

General Manager Maybee reported that as Accountant, Glenda Clark, is preparing for the annual financial audit, there was no March 2017 Expense Oversight Report to bring before the Authority.

Agenda Item No. 5.2 – Unaudited Revenue and Expense Statement: March 2017

General Manager Maybee again reported that as Accountant, Glenda Clark, is preparing for the annual financial audit, there was no March 2017 Unaudited Revenue and Expense Statement to bring before the Authority.

Agenda Item No. 5.3 – Request for Quotations, VWWRM-2017-01 – Actuarial Report – Banked Sick Leave Liability

General Manager Maybee turned the floor over to Mike Coyle for the purpose of presenting the Report to the Authority: Request for Quotations, VWWRM-2017-01 – Actuarial Report – Banked Sick Leave Liability, as circulated and attached to these minutes.

ON MOTION OF BRIAN HIRTLE AND SECONDED BY WENDY ELLIOTT THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE REPORT TO THE AUTHORITY: REQUEST FOR QUOTATIONS, VWWRM-2017-01 – ACTUARIAL REPORT – BANKED SICK LEAVE LIABILITY, DATED APRIL 19, 2017.

MOTION CARRIED.

Agenda Item No. 6 – Operations Manager Monthly Report

Operations Manager Martin took the floor noting that the spring clean-up service is now underway and further that staff anticipate that the Management Centre sites will see the program heavily used and that all are prepared to manage the anticipated increase in the volume of materials passing through operations. Mr. Martin further noted that the Management Centre sites proved to be very busy over the Easter long weekend.

ON MOTION OF GAIL SMITH AND SECONDED BY WENDY ELLIOTT THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE OPERATION MANAGER’S REPORT.

MOTION CARRIED.

Agenda Item No. 7 - Communications Manager Monthly Report

Communications Manager Garrett took the floor to present his report, as circulated and attached to these minutes.

A discussion arose with it being the general consensus that litter around the Valley Region appears to have increased over the past few years. It was noted that when litter occurs along 100 series highways, it is the Department of Transportation that generally tackles cleaning up the area due to serious safety concerns. It was further noted that disposable coffee cups continue to be heavily found in littered areas.

ON MOTION OF BRIAN HIRTLE AND SECONDED BY ERIC BOLLAND THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE COMMUNICATIONS UPDATE DATED APRIL, 2017.

MOTION CARRIED.

Agenda Item No. 8 - Regional Coordinators and Regional Chairs Report

Communications Manager Garrett took the floor to present the Regional Chairs and Regional Coordinator Report to the Authority, referencing the 2015-2016 Provincial Datacall presentation, both as circulated and attached to these minutes. The Datacall is a collection of solid waste financial and volume-based data collected from all municipalities in Nova Scotia annually.

A discussion arose regarding the value of the datacall findings with it being noted that staff have requested that the statistical information be re-organized on a regional basis to allow for more clarity in comparing regions. At present, some statistics are provided based on regional information with other statistics based on individual municipality activity levels. It was stressed that based on the datacall findings; comparatively, the Valley Region continues to do very well. A discussion also arose regarding packaging with it being the consensus that it is critically important to continue to pressure the provincial government to move forward with Extended Producer Responsibility programs. It was indicated that the results of the datacall can be brought forward again once the re-organized regional information is available.

ON MOTION OF WENDY ELLIOTT AND SECONDED BY GAIL SMITH THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE REGIONAL COORDINATORS AND REGIONAL CHAIRS REPORT DATED APRIL 11, 2017.

MOTION CARRIED.

Agenda Item No. 12 – Correspondence

Mr. Hirtle took the floor noting a presentation that the Council of the Municipality of the County of Kings had recently received regarding the upcoming Canada 150 Event being held at Grand Pre. Representatives of the event are seeking sponsorship in any possible way and specifically noted Kings Transit and Valley Waste as potential partners. An e-mail dated April 18, 2017 from Mr. Hirtle to Communications Manager Garrett regarding the matter is attached to these minutes. It was noted that

while Valley Waste would be unable to offer financial sponsorship, staff would be pleased to help in other ways especially in event greening and the provision of sorting stations. Mr. Hirtle noted that Mr. Garrett will be provided with event organizer contact information.

Related to correspondence, Chair Bustin noted that she continues to await information from Annapolis County regarding its position on the budget and upon a quick round table check, it was noted that a number of partner municipalities have passed the draft 2017-2018 Operating and Capital Budget while other partners have (also or exclusively) approved an operating plan for the Authority based on the 2016-2017 budget.

It was also noted that a number of partner municipalities have or are in the process of passing what they perceive to be a necessary motion in order to confirm that the Town of Annapolis Royal is a fully participating municipal partner. Solicitor Coyle noted that he has not seen the wording of the proposed amendment to the Intermunicipal Services Agreement.

Agenda Item No. 10 – Next Meeting

The next meeting of the Valley Region Solid Waste-Resource Management Authority will be held on Wednesday, May 17, 2017, beginning at 9:00am in keeping with the normal meeting schedule. It was noted that the Northridge Farms and Western Management Centre Orientation tours will take place following the June Authority meeting.

Agenda Item No. 11 – Adjournment

ON MOTION OF ERIC BOLLAND AND SECONDED BY WENDY ELLIOTT THAT THE APRIL 2017 REGULAR MONTHLY MEETING OF THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY BE ADJOURNED AT 9:35AM.

MOTION CARRIED.

Respectfully Submitted,

Brenda Davidson
Office Coordinator
Valley Waste-Resource Management