



P.O. Box 895, Kentville NS, B4N 4H8
Phone: (902) 679-1325 Fax: (902) 679-1327
Email: info@vwrn.com
Website: www.vwrn.com

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
January 20, 2016
9:00am
Valley Waste-Resource Management Office - Boardroom**

Attendees:

Members/Alternates: Hugh Simpson, Reginald Ritchie, Jane Bustin, Brian Hirtle, John Himmelman and Bernie Cooper

Staff: Ross Maybee, Jeff Martin, Andrew Garrett, Glenda Clark, Grace Proszynska, and Sue Visentin

Regrets: Mark Pearl, Sherman Hudson, Gail Smith, Brenda Davidson, Frank Chipman, Mike Coyle

Agenda Item No. 1 - Call to Order

Deputy Chair Ritchie welcomed everyone calling the meeting to order at 9:07am.

Agenda Item No. 2 – Approval of the Agenda

ON MOTION OF BRIAN HIRTLE AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY APPROVE THE AGENDA.

MOTION CARRIED.

Agenda Item No. 3 – Approval of the December 16, 2015 Minutes

ON MOTION OF JOHN HIMMELMAN AND SECONDED BY BRIAN HIRTLE THAT THE MINUTES OF THE DECEMBER 16, 2015 REGULAR MONTHLY MEETING OF THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY BE APPROVED, AS CIRCULATED.

MOTION CARRIED.

Agenda Item No. 4 – Business Arising from Minutes

4.1 Valley Community Fibre Network (VCFN)

General Manager Maybee noted that the VCFN is still a work in progress. Hugh Simpson and Brian Hirtle, both Board members of the VCFN, stated that the Board is definitely in favour of VWRM joining. General Manager Maybee reiterated that the VCFN is still on VWRM's radar but that the bottom line is to obtain the best value for its partners.

Agenda Item No. 5 – General Manager's Report

Agenda Item No. 5.1 – Expense Oversight report: November 2015 and December 2015

General Manager Maybee referred to the December 2015 Expense Oversight Reports, as circulated and attached to these minutes.

There were no questions arising from this report.

ON MOTION OF BERNIE COOPER AND SECONDED BY BRIAN HIRTLE THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE DECEMBER 2015 EXPENSE OVERSIGHT REPORT AS OF DECEMBER 31, 2015, AS CIRCULATED.

MOTION CARRIED.

Agenda Item No. 5.2 – Unaudited Revenue and Expense Statement: December 2015

General Manager Maybee referred to the Unaudited Revenue and Expense Statements for December 2015 as circulated and attached to these minutes. General Manager Maybee indicated as previously reported and fully expected that the Authority will end the 2015-2016 fiscal year with a significant surplus.

Hugh Simpson questioned the significant surplus. General Manager Maybee explained the reasons for the variance noting decreased fuel and landfilling costs and higher than expected diversion credits and tipping fee revenues as key factors.

ON MOTION OF BRIAN HIRTLE AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE DECEMBER 2015 UNAUDITED REVENUE AND EXPENSE STATEMENT, AS CIRCULATED.

MOTION CARRIED.

Agenda Item No. 5.3 – Status Report: Release of Draft 2016-2017 Operating and Capital Budgets to Partner Municipalities

General Manager Maybee noted that after Communications Manager Garrett and Operations Manager Martin provided a Budget Presentation to the Municipality of Annapolis County and Communications Manager Garrett presented the Budget to the Town of Middleton; both Budgets were approved. A budget presentation is scheduled for February 17th at The Municipality of the County of Kings. All partner representatives were encouraged to request a presentation by staff if it is felt to be of help during the budget deliberation process.

Agenda Item No. 5.4 – Status Report – Release of Request for Proposals for Service and Facility Review, VWRP1508

It was noted that the Request for Proposals for the Provision of a Service and Facility Review, VWRP1508 will close at 2:00pm on January 21, 2016. Present at the opening will include Brian Hirtle, Communications Manager Garrett and Operations Manager Martin. The evaluation of the proposals will take place at 2:00 pm Wednesday, February 3, 2016.

Agenda Item No. 6 – Operations Manager Monthly Report

Operations Manager Martin took the floor referring to the Operations Manager Report to the Authority dated January 20, 2016, as circulated and attached to these minutes. Mr. Martin stated that the new Caterpillar Wheel Loader has arrived at the EMC and staff are currently in the process of completing the training associated with the use of this new equipment. The replaced loader will be sold as surplus. It was noted as well that there is a small list of furniture needing updating at the main office and the board room chairs were the first item on the list.

ON MOTION OF BRIAN HIRTLE AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE OPERATIONS MANAGER MONTHLY REPORT DATED JANUARY 20, 2016.

MOTION CARRIED.

Agenda Item No. 7 – Occupational Health and Safety System Monthly Report

Operations Manager Martin again took the floor noting that the next Joint Occupational Health and Safety Meeting will take place on January 27, 2016. He stated that the committee will look at each item on the Audit Report and tackle them one at a time.

Agenda Item No. 8 – Communications and Enforcement Reports

Communications Manager Andrew Garrett took the floor referring to the Communication Update dated January, 2016 as circulated and attached to these minutes. It was noted that the Valley Waste Hotline had a significant increase in the number of calls received in 2015. In 2014 the total number of calls was 11,102 and in 2015 that increased to 13,552. The reason for this is the reinstatement of the fall clean up and an increased number of winter storm related interruptions or cancellations.

The RRFB Education Contract held with Valley Waste requires staff to complete a minimum of 800 hours of education to residents and businesses. That contract has now been completed but staff will continue to fulfill requests for education.

Valley Waste received 940 requests for the delivery or exchange of green carts in 2015. It was noted that of the 36,000 carts in circulation approximately 30,000 of those are from 1999. Valley Waste staff noted that approximately 500 carts had to be retired this year. With so many carts being close to 17 years in age, that trend should continue to rise in the upcoming years.

ON MOTION OF BERNIE COOPER AND SECONDED BY JANE BUSTIN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE COMMUNICATIONS REPORT.

MOTION CARRIED.

Enforcement Report

Grace Proszynska, Bylaw Enforcement Officer took the floor noting she will prepare a report at the end of March 31, 2016 so that the report will include a full year of data. It was also noted that the number of calls regarding illegal dumping taken by the Hotline may not be an accurate count as she is usually contacted directly.

ON MOTION OF BERNIE COOPER AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE ENFORCEMENT REPORT.

MOTION CARRIED.

Agenda Item No. 8.1- the Last Re-Sort Reuse Centre Presentation

Communications Manager Garrett referred to the presentation attached to these minutes highlighting the increased popularity and revenues of the Reuse Centre which has been in operation since 2012. The Centre diverts 40-50 tonnes of garbage each year and the net cost of operation per week has decreased steadily since 2012; from \$784.00/week to only \$275.00/week in 2015. Andrea Gibson-Garrett will present the Last Re-Sort Reuse Centre Presentation during the 2016 National SWANA Conference held in Halifax in April.

ON MOTION OF BERNIE COOPER AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE RE-USE CENTRE REPORT.

Agenda Item No. 9 – Regional Coordinators and Regional Chairs Report

Communications Manager Garrett again took the floor referring to the Regional Chairs and Regional Coordinator Report to the Authority, dated January 19, 2016 as circulated and attached to these minutes. Mr. Garrett touched on the key topics including: Regulation Review, Municipal-Provincial Priorities Group, changes to the Waste to Energy Regulations, the new Mercury Collection Program launched by NS Power and the recently held Household Hazardous Waste (HHW) Summit in Halifax.

In response to a discussion which once again surrounded the 2016/2017 Operating and Capital Budget, the question was asked if Valley Waste has the ability to take the budget and display what is spent in Education per year? Communications Manager Garrett noted that costs for all education and enforcement related activities is included in operating budget and is approximately \$500,000.

ON MOTION OF BERNIE COOPER AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECEIVE THE REGIONAL CHAIRS AND REGIONAL COORDINATOR REPORT.

MOTION CARRIED.

Agenda Item No. 10 – New Business

Agenda Item No. 10.1 SWANA/WRANS Solid Waste Conference

General Manager Maybee stated that the National SWANA/WRANS Conference will be held in Halifax this year from April 27th through the 29th at the Westin Hotel. Valley Waste will be hosting a tour of the Facility as part of the agenda and Residential Coordinator, Andrea Gibson-Garrett will facilitate a presentation on The Last Re-Sort Reuse Centre and Communications Manager will facilitate a presentation on Foam Polystyrene. All members present were interested in attending the conference.

ON MOTION OF HUGH SIMPSON AND SECONDED BY JOHN HIMMELMAN THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY COVER ALL COSTS ASSOCIATED WITH ATTENDING THE 2016 SWANA/WRANS CONFERENCE.

MOTION CARRIED.

Action Item – Communications Manager Garrett to register Authority Members for the SWANA/WRANS Conference and book hotel rooms.

Agenda Item No. 11 –Correspondence

No correspondence to report at this time.

Agenda Item No. 12 – Next Meeting

The next meeting of the Valley Region Solid Waste-Resource Management Authority will take place on February 17, 2016 in keeping with the normal meeting schedule.

Agenda Item No. 13 – Question/Answer Period

A question was asked if anyone knew who purchased the bottle Depot in Middleton. General Manager Maybee read the e-mail message he received from RRFB Nova Scotia stating that they have taken over the depot and it will be open Thursdays through Saturdays.

Hugh Simpson asked if the cameras mounted at the cottage bins were still operational. Operations Manager Martin stated that they were operational although any accumulation of snow can hamper the results but he felt that the signage was the biggest deterrent for illegal dumping.

Hugh Simpson asked General Manager Maybee if there has been any new correspondence with Smart Tower. General Manager Maybee stated that he has not heard from Barry Zwicker of Smart Tower recently but a lot going on in the province with sustainable technologies. Another company named Forth State energy is approaching many companies in Western Nova Scotia.

Agenda Item No. 17 – Adjournment

ON MOTION OF HUGH SIMPSON AND SECONDED BY JOHN HIMMELMAN THE JANUARY 2016 REGULAR MONTHLY MEETING OF THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY ADJOURNED AT 10:55 AM.

Respectfully Submitted,

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