



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

**Valley Region Solid Waste-Resource Management Authority
Special Meeting
Thursday, January 9, 2020
9:00am
Valley Waste Boardroom**

Attendees

Members Present: Jeff Cantwell, Eric Bolland, Barry Corbin, Martha Armstrong, Gail Smith and John Kinsella

Alternates Present: None

Guests: Greg Barr, Director of Finance & IT, Municipality of Kings, Mike Livingstone, Manager Financial Reporting, Municipality of Kings, Erin Beaudin, CAO, Town of Wolfville

Regrets: None

Staff: Andrew Wort, Jeff Martin, Andrew Garrett, Geoff McCain, and Brenda Davidson and Grace Proszynska for Bylaw discussion

Agenda Item No. 1 – Welcome and Call to Order

Chair Kinsella welcomed everyone calling the meeting to order at 9:02am adding that he hoped everyone had a wonderful Holiday season and that all are rejuvenated and ready to embrace continued budget deliberations during the meeting today.

Agenda Item No. 2 – Continued Presentation: 2020-2021 Draft Operating and Capital Budget

General Manager Wort and Finance Manager McCain took the floor reminding the Authority of the discussions that took place during the last meeting noting that the version of the 2020-2021 Draft Budget to be addressed today, as circulated and attached to these minutes, encompasses the suggested revisions including the reworking of the budget based on Annapolis County having a competing transfer station in place.

Mr. Wort continued to build on the presentation as started during the last meeting entitled 2020 Vision, FY 2020-2021 Operating and Capital Budget, as attached to these minutes. Focusing first on the operating budget, the presentation highlighted the Authority's 2019 accomplishments, upcoming challenges, risks to the budget and the strategic focus for the upcoming year.

Mr. McCain then provided a detailed presentation regarding the operating budget entitled Draft Operating and Capital Budgets 2020-2021 also as attached to these minutes.

While a number of questions were raised and addressed it was the consensus that:

- The WMC uncollected revenue expense account will be increased to set up an allowance for doubtful accounts and placed the overdue interest associated with non-payment in other revenue under General Administration.
- The tipping fee revenues for the East Management Centre will be adjusted to add 50% of the difference between the previously presented budget and the attached version. The associated residuals disposal and transportation costs will be adjusted accordingly.
- The allocation of offsetting wage replacement revenue for current WCB cases will be reviewed.
- The budget values as set under the residential collection section of the budget will be reviewed due to the noted change from the previous version of the budget.
- An error was noted in the Financial Services section of the budget which will be corrected.

While there were some contentious items raised, it was stressed that careful and due consideration has been given to all aspects of the operating budget including human resources and if it is found that resources are not required, they will not be put into place. The Authority was reminded that the Staffing Study and Cost Accounting Studies now underway should be concluded by the end of March.

General Manager Wort then explained his proposed vision with regard to capital funding requirements, as circulated and attached to these minutes, continuing with the presentation, also as attached to these minutes, noting that he does recognize the aggressive nature of the plan and that the timing of the requested funding will require further consideration over the coming months and years. Staff will again review and any revisions will be included in the version to be released to the Authority for analysis during the upcoming meeting.

It was noted that that once the Authority has endorsed the Draft Operating and Capital Budget, a meeting will be coordinated with participating Party Mayors, Chief Administrative Officers and appropriate financial representatives to review the draft budget.

It was the consensus that the proposed revisions to the draft budget as discussed today will be put in place and a revised version of the Operating and Capital Budget will be forwarded to board representatives and Chief Administrative Officers to allow for continued deliberation during the upcoming regular Authority meeting scheduled to be held on Wednesday, January 15, 2020.

Agenda Item No. 3 – Finalization of Proposed Revisions to Bylaw and Associated Directives

Communications Manager Garrett invited Bylaw Enforcement Officer, Grace Proszynska, to join the meeting to participate in the Bylaw discussions.

Eric Bolland left the meeting at 11:40am.

Mr. Garrett noted that in follow-up to discussions during the last meeting, feedback was requested from Parties with staff receiving over 30 comments just yesterday which have been addressed in the draft Valley Region Solid Waste-Resource Management Bylaw, dated January 8, 2020 before the Authority at this time, as circulated and attached to these minutes. It was further noted that there are no proposed amendments to the associated Bylaw Directives as circulated during the last meeting at this time.

It was noted that some questions received from the Municipality of Kings; especially those relating to collection services for private roads, apartments and businesses will require a great deal of attention, analysis and consultation and the Bylaw can be amended in the future to address any decisions around these services as required. Mr. Garrett then provided the Authority with an overview of the proposed amendments.

A short discussion arose where it was the consensus to amend the proposed 9:00pm set out time previous to the day of the curb-side collection service to 7:00pm. In response to the question, Bylaw Enforcement Officer

Proszynska noted that staff would only make an enforcement effort when materials are set at the curb much earlier than the allowance noted in the Bylaw.

A discussion was held regarding the set-out times for spring and fall clean-up services, the definition of public waste, and the illegal burning of solid waste with it being again noted that if deemed necessary the Bylaw be brought forward at a later date for amendment.

It was stressed that it is important for Parties to begin the process to formally receive and ratify the Bylaw to address the 4-day per week collection schedule that will begin at the end of March 2020. It was noted that the Authority had passed a motion regarding the matter during the last meeting; however, in light of discussions at that time, the motion had been tabled for further consideration during this meeting.

ON MOTION OF BARRY CORBIN AND SECONDED BY MARTHA ARMSTRONG THAT THE VALLEY WASTE-RESOURCE MANAGEMENT AUTHORITY APPROVE FORWARDING THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT BYLAW AND ASSOCIATED VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY BYLAW DIRECTIVES TO THE PARTIES UNDER THE INTERMUNICIPAL SERVICES AGREEMENT FOR RATIFICATION BY THE INDIVIDUAL COUNCILS.

MOTION CARRIED.

Chair Kinsella thanked staff for the time and effort put forth in moving the amended Bylaw and Directives forward. It was noted that staff will prepare the proposed Bylaw and associated Directives documents to be accompanied by an explanatory summary highlighting the proposed amendments for forwarding to participating Party Chief Administrative Officers and Authority Board representatives as quickly as possible.

Agenda Item No. 4 – In-Camera Session in Keeping with Section 22(2)(f) of the Municipal Government Act

Due to time restrictions, it was the consensus to not hold an In-Camera session at this time.

Agenda Item No. 12 – Adjournment

ON MOTION OF BARRY CORBIN AND SECONDED BY GAIL SMITH THE JANUARY SPECIAL MEETING OF THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY ADJOURNED AT 12:08PM.

Respectfully Submitted,

Brenda Davidson
Office Manager
Valley Waste-Resource Management