

INTERIM IMSA BOARD OF DIRECTORS

Special Meeting

Wednesday, June 11, 2025

10:00am

Hybrid Meeting

A Special Meeting of the Interim Intermunicipal Services Agreement (IMSA) Board of Directors was held on Wednesday, June 11, 2025, at 10:00am based in the Valley Waste-Resource Management Boardroom with a virtual attendance option.

Attendees:

Board Members

Municipality of Annapolis County:	Diane Le Blanc, Warden
Town of Annapolis Royal:	Amery Boyer, Mayor
Town of Berwick:	Mike Trinacty, Mayor
Town of Kentville:	Andrew Zebian, Mayor
Municipality of the County of Kings:	Dave Corkum, Mayor
Town of Middleton:	Gail Smith, Mayor
Town of Wolfville:	Jodi MacKay, Mayor
Mun of Digby:	Linda Gregory, Warden

Also in Attendance:

Town of Annapolis Royal	Sandi Millett-Campbell, CAO
Town of Berwick:	Jen Boyd, CAO
Town of Kentville:	Kevin Matheson, Interim CAO
Town of Middleton:	Ashley Crocker, CAO
Municipality of the County of Kings:	Scott Conrod, CAO
Municipality of Annapolis County:	Chris McNeill, CAO
Town of Wolfville:	
Municipality of Digby:	Tyler Pulley, CAO

IMSA Executive Director:	Dwight Whynot
Valley Waste:	Andrew Garrett, General Manager, Brenda Davidson
Kings Transit and Valley Waste	Dan L'Abbe

IMSA:	Dan McDougall, Charles Thompson, Solicitor
Recording Secretary:	Andrea Garrett

Agenda Item No. 1 – Call To Order

Chair Corkum welcomed everyone and called the meeting to order at 10:00am. Round table introductions were made in person and online.

Agenda Item No. 2 – New Intermunicipal Services Agreement

Chair Corkum invited Dan McDougall to present information based on the document, *Agenda Item 2 Request for Decision New Intermunicipal Services Agreement*, which was circulated as part of the meeting package. Mr. McDougall first referred to the Request for Decision document noting that a correction to Schedule C in the Valley Region Solid Waste-Resource Management Authority Agreement will form part of the final package. Mr. McDougall then provided a comprehensive presentation, as attached to these minutes, addressing the key issues within the Request for Decision document.

To enable decision making by the Parties, Mr. McDougall explained the rationale used during the decision making process with the CAO Committee to develop the new Valley Regional Services Intermunicipal Services Agreement and the attached Intermunicipal Services Agreements for the Valley Region Solid Waste-Resource Management Authority and the Kings Transit Authority. The presentation provided an overview of the proposed governance structure, the current and proposed Agreements, the current and proposed funding formulas and finally the recommendations.

In response to the question, if a member party wishes to implement a supplementary service, Board approval is not required as long as the service operates independently and does not impact KTA ridership or the funding formula.

In response to the question, the structure of solid waste tipping fees may be reviewed in the future to ensure industrial, commercial and institutional customers are not being subsidized by the residential tax base. These fees are determined not only by financial and operational factors but also by philosophical considerations designed to encourage recycling.

In response to the question, if a member party offers a promotional free ridership period, a cost has been calculated to ensure that the member party covers the lost revenue for the Kings Transit Authority.

In response to the request, Mr. McDougall noted that the presentation will be shared with Participating Party Chief Administrative Officers for use with their respective Councils.

On MOTION by Warden Gregory, seconded by Mayor Trinacty, that the Board of Directors recommend to the Council of the County of Kings, Town of Wolfville, Town of Kentville, Town of Berwick, County of Annapolis, Town of Middleton, Town of Annapolis Royal, and District of Digby the approval of the Valley Regional Services Agreement as tabled at the June 11, 2025 Board meeting. **Motion carried.**

On MOTION by Mayor Zebian, seconded by Mayor Trinacty, that the Board of Directors recommend to the Council of the County of Kings, Town of Wolfville, Town of Kentville, Town of Berwick, County of Annapolis, Town of Middleton, and Town of Annapolis Royal approve the amended and restated Valley Waste Agreement as tabled at the June 11, 2025 Board meeting. ; **Motion carried.**

On MOTION by Warden Gregory, seconded by Andrew Zebian, that the Board of Directors recommend to the Council of the County of Kings, Town of Wolfville, Town of Kentville, Town of Berwick, County of Annapolis, Town of Middleton, and District of Digby approve the amended and restated Kings Transit Authority Agreement as tabled at the June 11, 2025 Board meeting. **Motion carried.**

On MOTION by Mayor Smith, seconded by Mayor Trinacty, that the Board of Directors recommend a Joint Special Council meeting of the parties be held on June 23, 2025, at 7:00pm for consideration and approval of the recommended agreements. **Motion carried.**

Agenda Item No. 3 – Date for Joint Council Meeting

The Joint Council Meeting is scheduled for Monday, June 23, 2025, at 7:00 PM. It will take place simultaneously in the respective Council Chambers, with virtual access available to all participants. This Joint Council Session will be coordinated by the Municipality of Kings.

Agenda Item No. 4 – Adjournment

On Motion of Mayor Zebian, seconded by Warden Gregory, Chair Corkum adjourned the meeting at 10:58am.

Respectfully submitted,



Andrea Garrett

Recording Secretary

Project Manager

Valley Waste-Resource Management

