

## **Valley Regional Services Board of Directors Meeting**

**Wednesday, July 16, 2025, 10:00 a.m.**

**Valley Waste-Resource Management Boardroom with Virtual Attendance Option**

### **APPROVED MINUTES**

A meeting of the Valley Regional Services Board of Directors was held on Wednesday, July 16, 2025, at 10:00 a.m., 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:	Justin Serino, Councillor, Board Alternate
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:	
Town of Kentville:	
Town of Middleton:	Ashley Crocker, CAO
Municipality of the County of Kings:	Scott Conrod, CAO
Municipality of Annapolis County:	Dawn Campbell, Interim CAO
Town of Wolfville:	Glenn Horne, CAO
Municipality of Digby:	

IMSA Executive Director:	Dwight Whynot
Valley Waste:	Andrew Garrett, General Manager
Kings Transit:	Meg Hodges, General Manager
Kings Transit and Valley Waste:	Dan L'Abbe, Director Finance & Corporate Services
Recording Secretary:	Andrea Garrett, Administration Manager VWRM

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

Chair Corkum welcomed everyone and called the meeting to order at 10:03 a.m.

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

**ON MOTION OF WARDEN GREGORY AND SECONDED BY MAYOR ZEBIAN that the Valley Regional Services Board of Directors approve the July 16, 2025, Agenda, with the addition of Agenda Item 6: *In Camera Session in Keeping with Section 22(2)(C) Of the Municipal Government Act*, Item 7: Next Meeting and Item 8: Adjournment.**

**MOTION CARRIED.**

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

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#### **Agenda Item No. 3.1 – Approval of the Special Meeting Minutes held June 11, 2025**

**ON MOTION OF MAYOR SMITH AND SECONDED BY WARDEN GREGORY that the Valley Regional Services Board of Directors approve the June 11, 2025, Special Meeting Minutes, as circulated.**

**MOTION CARRIED.**

#### **Agenda Item No. 3.2 – Approval of the Meeting Minutes held June 18, 2025**

**ON MOTION OF MAYOR BOYER AND SECONDED BY COUNCILLOR SERINO that the Valley Regional Services Board of Directors approve the June 18, 2025, Meeting Minutes, as circulated.**

**MOTION CARRIED.**

### **Agenda Item No. 4 – Kings Transit Authority**

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#### **Agenda Item No. 4.1 – General Manager's Report**

General Manager Hodges presented the Kings Transit Authority (KTA) General Manager's Report, as circulated in the meeting package and attached to these minutes. Key highlights included:

- The first Grand River Transit bus arrived on Friday, with additional units expected this week.
- Ridership levels are stabilizing.
- The Summer Youth Pass has been relaunched after a hiatus. Youth can ride all summer for \$30.
- Social media engagement is strong, and new tickets have been printed featuring the updated logo.
- The live transit tracking app is operational and is receiving positive feedback from users.
- KTA is holding regular meetings with Kings Point-to-Point to explore partnership opportunities.

Chair Corkum acknowledged that this would be Executive Director Whynot's final meeting. On behalf of the Board, Chair Corkum expressed appreciation for his contributions, noting that the Board would not be where it is today without his exemplary work.

**ON MOTION OF WARDEN LEBLANC AND SECONDED BY MAYOR SMITH that the Valley Regional Services Board of Directors Receive the July 16, 2025, Kings Transit Authority General Manager's Report.**

**MOTION CARRIED.**

#### **Agenda Item No. 4.2 – Kings Transit Authority – Request for Decision, Annapolis and Digby County REMO, Memorandum of Understanding**

These memoranda were drafted to mirror an existing agreement with Kings REMO and will allow Kings Transit to use fleet buses for emergency evacuations.

**ON MOTION OF WARDEN GREGORY AND SECONDED BY MAYOR SMITH, that the Valley Regional Services Board of Directors approves signing the Regional Emergency Management Organization Memorandum of Understandings with Annapolis County.**

**MOTION CARRIED**

and

**ON MOTION OF COUNCILLOR SERINO AND SECONDED BY WARDEN GREGORY that the Valley Regional Services Board of Directors approves signing the Regional Emergency Management Organization memorandum of understandings with the Municipality of the District of Digby.**

**MOTION CARRIED.**

**Agenda Item No. 4.3 – Request for Decision, Policy Development Policy**

Chair Corkum raised concerns regarding *Agenda Items No. 4.3 and 4.4*, that these policies, without proper notice, would not comply with the Municipal Government Act. It was interpreted that the Board must be given seven days' notice before passing motions on these policies.

**ON MOTION OF WARDEN GREGORY AND SECONDED BY COUNCILLOR SERINO, that the Valley Regional Services Board of Directors provide 7 days' notice to the Board prior to approval of the *Policy Development Policy* KTA-00.**

**MOTION CARRIED.**

**Agenda Item No. 4.4 – Kings Transit Authority – Request for Decision, Free Transit Service Policy**

**ON MOTION OF WARDEN GREGORY AND SECONDED BY COUNCILLOR SERINO, that the Valley Regional Services Board of Directors provide 7 days' notice to the Board prior to approval of Policy KTA-01, *THE FREE TRANSIT RIDE POLICY***

**MOTION CARRIED.**

**Agenda Item No. 4.5 – Request for Decision, Kings Transit Rebrand**

General Manager Hodges presented a proposal to rebrand Kings Transit, noting that the current name no longer reflects all the areas serviced. The WSP report included community engagement findings and listed some suggested names.

GM Hodges proposed two options:

1. The Board selects a new name and hires a graphic design team to implement the rebrand.
2. The Board hires a consultant to conduct further community engagement, which would be more costly.

The Board expressed appreciation for the inclusive approach and suggested two additional names: Tidal Transit and Tri County Transit.

It was agreed that further consideration is needed over the summer to assess budget implications and procurement procedures. All proposed names will also need to be verified with the Registry of Joint Stocks. The decision was deferred to the September meeting. Chair Corkum invited members to forward any additional name suggestions to GM Hodges.

## **Agenda Item No. 5 – Valley Region Solid Waste-Resource Management Authority**

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### **Agenda Item No. 5.1 – General Manager's Report**

General Manager Garrett provided the Board with an overview of the Valley Waste-Resource Management General Manager's Report, as circulated and attached to these minutes, touching on the following key items:

- Valley Waste received notice that small IC&I stops will be included in curbside collection under EPR for PPP. These stops will be limited to six bags, and Valley Waste will pay Circular Materials for collection, processing, and administration.
- Circular Materials is expected to provide contracts next week for transfer station processing of recyclables.
- Plans for a Western Management Centre warehouse have been paused due to cost.
- An RFP will be issued for a replacement press at the Western Management Centre.
- The transition of Annapolis County cottage areas to curbside collection is progressing well.
- Ground waste wood is being shipped for fuel to Port Hawkesbury and Scott Farms in Canard.
- Theft has increased at both transfer stations.
- The Eastern Management Centre wind turbine requires repairs; parts are being sourced, and the cost-benefit of continued operation is under review.

In response to the question, Valley Waste does not know the value of theft as they are stealing waste material from the piles and is difficult to quantify. The Town of Kentville Police and RCMP have been contacted. Kentville Police have posted images on social media.

With no further questions, Chair Corkum thanked General Manager Garrett for the report.

**ON MOTION OF MAYOR ZEBIAN AND SECONDED BY MAYOR SMITH that the Valley Regional Services Board of Directors receive the July 16, 2025, Valley Waste-Resource Management General Manager's Report.**

**MOTION CARRIED.**

### **Agenda Item No. 5.2 – Valley Waste-Resource Management – Request for Decision, Annual Renewal of Safety Policy**

GM Garrett referred to the report included in the meeting package. He emphasized that Solid Waste is among the top 10 most dangerous professions, making safety a top priority. Annual renewal of the Occupational Health and Safety Policy is required under the Occupational Health and Safety Act.

The Board commended the Joint Occupational Health and Safety Committee for its diligence.

**ON MOTION OF COUNCILLOR SERINO AND SECONDED BY MAYOR ZEBIAN that the Valley Regional Services Board of Directors formally approve the safety policy, as presented, and authorizes the Chair and General Manager to execute the policy for and on behalf of the Valley Region Solid Waste-Resource Management Authority.**

**MOTION CARRIED.**

**Agenda Item No. 6 – In Camera session in keeping with Section 22(2)(c) of the Municipal Government Act**

**ON MOTION OF WARDEN LEBLANC AND SECONDED BY MAYOR SMITH that the Valley Regional Services Board of Directors move to an In Camera session in keeping with sections 22(2)(c) and (f) of the Municipal Government Act.**

**MOTION CARRIED.**

The July Regular Monthly Meeting of the Valley Regional Services Board of Directors was called back to open session at 11:42 a.m.

**ON MOTION OF MAYOR ZEBIAN AND SECONDED BY WARDEN LEBLANC that the Valley Regional Services Board of Directors establish the CAO Committee, comprised of each participating municipality's CAO or delegate, to provide support and advice to the Valley Regional Services Board and staff of Valley Waste and Kings Transit as needed. MOTION CARRIED**

**Agenda Item No. 7 – Next Meeting**

The September Regular Monthly Meeting of the Valley Regional Services Board of Directors will be held on **Wednesday, September 17, 2025, beginning at 10:00 a.m.** in keeping with the normal meeting schedule.

**Agenda Item No. 8 – Adjournment**

Being no further business at the July regular monthly meeting of the Valley Regional Services Board of Directors, Chair Corkum called for adjournment at 11:45 a.m.

Respectfully submitted,



Andrea Garrett

Recording Secretary

Administration Manager, Valley Waste-Resource Management