

Valley Regional Services Board of Directors Meeting

Wednesday, July 15, 2026, 2:00 p.m.

Valley Waste-Resource Management Board room with Virtual Attendance Option

APPROVED MINUTES

A meeting of the Valley Regional Services Board of Directors was held on Wednesday, July 15, 2026, at 2:00 p.m., based in the Valley Waste-Resource Management board room with a virtual attendance option.

Board Members in Attendance:

Municipality / Town	Board Members	Others in Attendance
Municipality of Annapolis County	Dianne Le Blanc, Warden In Person	Rob Frost, CAO Virtual
Town of Annapolis Royal	Amery Boyer, Mayor Virtual	Sandi Millett Campbell, CAO Virtual
Town of Berwick	Mike Trinacty, Mayor In Person Chris Goddard, Alternate In Person	Jen Boyd, CAO In Person
Town of Kentville	Andrew Zebian, Mayor Regrets	Chris McNeill, CAO Virtual
Municipality of the County of Kings	Dave Corkum, Mayor In Person	Andrea Hyslop, Deputy CAO In Person
Town of Middleton	Gail Smith, Mayor Virtual	Ashley Crocker, CAO In Person
Town of Wolfville	Jen Ingham, Deputy Mayor In Person	Glenn Horne, CAO In Person
Municipality of Digby	Linda Gregory, Warden Virtual	Tyler Pulley, CAO Regrets
Tidal Transit		Meg Hodges, General Manager In Person
Valley Waste/ Acting Executive Director VRS		Andrew Garrett, General Manager In Person
Tidal Transit & Valley Waste		Dan L'Abbe, Director Finance & Corporate Services In Person
Recording Secretary		Andrea Garrett, Valley Waste In Person

Agenda Item No. 1 –Welcome and Call to Order

Chair Corkum welcomed everyone and thanked all for accommodating the meeting time change. The meeting was called to order at 2:04 p.m.

Agenda Item No. 2 – Approval of Agenda

ON MOTION OF MAYOR TRINACTY and seconded by DEPUTY MAYOR INGHAM that the Valley Regional Services Board of Directors approve the July 15, 2026, agenda as circulated.
MOTION CARRIED.

Agenda Item No. 3 - Approval of the Minutes

Agenda Item No. 3.1 – Approval of the Meeting Minutes held June 17, 2026

ON MOTION OF WARDEN GREGORY and seconded by MAYOR SMITH that the Valley Regional Services Board of Directors approve the June 17, 2026, Regular Meeting Minutes.
MOTION CARRIED.

Agenda Item No. 4 – Tidal Transit Authority

Agenda Item No. 4.1 – General Manager's Report

MAYOR BOYER abstained from all motions pertaining to Tidal Transit.

As circulated in the meeting package, General Manager Meg Hodges presented the Tidal Transit Authority General Manager's Report. Key updates included the following:

- The new Nova Bus has passed inspection and is now in service.
- Diesel prices have increased significantly and continue to be a challenge.
- A new hybrid SUV has arrived, and the new truck is expected to arrive in the fall.
- A meeting was held with the Province regarding a \$2 million funding request to complement an \$8 million funding award. A response is expected by September.
- A new sign has been installed at the transit depot.
- The Cornwallis Park transfer station lease has been signed, with operations expected to begin in August.

In response to questions from the Board:

- To confirm, the current route does not stop at the Digby hospital.
- Printed copies of the new transit schedules are in print and will be widely available soon.
- A photo opportunity can be arranged at Tidal Transit this fall, after a Board meeting, to recognize the new sign and the new hybrid electric buses.

ON MOTION OF WARDEN GREGORY and seconded by DEPUTY MAYOR INGHAM that the Valley Regional Services Board of Directors receive the July 15, 2026, Tidal Transit Authority General Manager's Report. MOTION CARRIED.

Agenda Item No 4.2 –Tidal Transit Authority - Financial Statements as of June 2026

The Operational Financial Statements as of June 2026 were presented as circulated. Director L'Abbé reported the following:

- The statements reflect first quarter results and are very close to budget.
- The temporary suspension of the G2 route has resulted in lower fare revenues but has also reduced operating costs.
- General administration costs are higher due to software licensing expenses.
- Overall, financial results remain on track with budget expectations.

ON MOTION OF DEPUTY MAYOR INGHAM and seconded by MAYOR TRINACTY that the Valley Regional Services Board of Directors receive the Operational Tidal Transit Authority Financial Statements as of June 2026. MOTION CARRIED.

The Capital Financial Statements as of June 2026 were then presented. Director L'Abbé reported that:

- Several capital projects and expenditures have been carried forward from previous years.
- ICIP Phase 1 and Phase 2 projects are progressing well.
- Multiple capital initiatives are currently underway as funding and project planning continue to advance.

ON MOTION OF MAYOR TRINACTY and seconded by DEPUTY MAYOR INGHAM that the Valley Regional Services Board of Directors receive the Capital Tidal Transit Authority Financial Statements as of June 2026. MOTION CARRIED.

Agenda Item 4.3. - Tidal Transit Authority - Supplemental Capital budget F2026-2027

As circulated, General Manager Meg Hodges reported that there are many moving pieces associated with the various available funding programs. As a result, amendments to the 2025 Capital Budget are required.

GM Hodges advised that additional funding opportunities have become available since the budget was originally developed. She noted that the recently approved hybrid buses require a 5% down payment, which differs from previous funding arrangements.

New federal funding programs may be available; however, a project scope change will be required to qualify. Existing baseline funding could be used to support consultant work. Ms. Hodges emphasized the need for long-term service planning and discussion around community priorities, including topics such as Sunday service, expansion into additional communities, express routes, and appropriate bus sizes. These issues will need to be considered as part of transit planning over the next five to ten years.

Other capital priorities were generally proceeding as expected; however, an engine replacement was unexpectedly required for one of the fleet vehicles. Overall, capital spending is projected to decrease this year, with some expenditures being deferred until next year. No significant changes to planned spending are anticipated, only adjustments to the timing of expenditures.

In response to questions from the Board:

- At the last engine replaced cost approximately \$80,000. The bus requiring the replacement is a smaller vehicle, and staff have successfully completed similar replacements in-house in the past and expected to cost less than \$80,000.
- GM Hodges confirmed that a replacement bus will be available while the bus is out of service.

ON MOTION OF WARDEN GREGORY and seconded by DEPUTY MAYOR INGHAM that the that the Valley Regional Services Board of Directors approve the Tidal Transit Authority 2026/27 Supplemental Capital Budget as presented. MOTION CARRIED.

Agenda Item 4.4. Tidal Transit Authority – Request for Decision, Temporary Borrowing Resolution

As circulated, General Manager Meg Hodges presented the Temporary Borrowing Resolution for the Board's consideration. GM Hodges explained that the resolution is required to support capital project cash flow requirements. With no questions, the Board considered the Temporary Borrowing Resolution as presented.

ON MOTION OF MAYOR TRINACTY and seconded by DEPUTY MAYOR INGHAM that the Valley Regional Services Board of Directors formally authorizes the Chair and General Manager, serving as Secretary to the Tidal Transit Authority, to execute the Resolution for Pre-Approval of Debenture Issuance Subject to Interest Rate in the amount of \$11,697,415 to be used for financing the required portion of board approved capital projects and further to submit the fully executed resolution to the Nova Scotia Department of Finance & Treasury Board. MOTION CARRIED.

Agenda Item No. 4.5: Tidal Transit Authority – Request for Decision, Hybrid Bus Award and Scope Change Approval

As previously circulated, GM Hodges reported that Administration has been in the process of procuring buses included in this year's budget. When pricing was received, it became necessary to reduce the purchase from seven buses to six in order to remain within budget. This adjustment provided sufficient time to make the required budget revisions and request that the supplier amend the order from seven buses to six, which they agreed to do.

Two motions are required:

1. Investing in Canada Infrastructure Program (ICIP) Funding Scope Change
2. Conditional Approval for the Purchase of Six Buses, which will require a special resolution.

Updated wording for the motions has been provided and differs from what was included in the meeting package.

ON MOTION OF WARDEN GREGORY and seconded by MAYOR TRINACTY, that the Valley Regional Services Board of Directors approves Tidal Transit Authority to submit a scope change request to the ICIP Phase 2 program to revise the hybrid-electric bus procurement from seven (7) buses to six (6) buses. MOTION CARRIED.

ON MOTION OF DEPUTY MAYOR INGHAM and seconded by MAYOR TRINACTY, in accordance with provision 17e of the Valley Regional Services Intermunicipal Services Agreement, that the Valley Regional Services Board of Directors authorizes by Special Resolution, the Tidal Transit Authority general manager to enter into contract for the supply and delivery of six (6) 40-foot hybrid-electric buses with New Flyer Industries for a value of \$9,348,686 (plus non-refundable HST), conditional upon ministerial approval of the July 15th, 2026, Temporary Borrowing Resolution consistent with the board approved Supplementary Capital Budget; and ICIP Phase 2 scope change approval. MOTION CARRIED.

Agenda Item No. 4.6 - Tidal Transit Authority – Request for Decision, Bus Engine Replacement

As circulated, GM Hodges reported that another bus engine is unexpectedly in need of replacement. The work will be completed in-house and is expected to cost less than \$80,000. As the anticipated cost exceeds \$10,000, Board approval is required.

ON MOTION OF WARDEN GREGORY and seconded by WARDEN LE BLANC that the Valley Regional Services Board of Directors approve the expenditure of \$80,000 for the engine replacement of Tidal Transit Authority Bus 67. MOTION CARRIED.

Agenda Item No. 4.7 - Tidal Transit Authority – Request for Decision, Tripspark, CAD/AVL Onboard Technology

As circulated, GM Hodges reported that Transit is currently using TransLoc to track buses; however, administration and ridership are not satisfied with the software. It does not integrate well with Apple Maps or Google Maps and has experienced accuracy issues.

Administration has been working with CBRM Transit, who has offered to make its software licensing arrangement available to Tidal Transit. This would allow Valley Transit to access the well-reviewed platform at approximately half the cost of purchasing the system independently. If approved, implementation could begin immediately and would support LINK NS's goal of integrating transit systems across the province.

The cost for the licensing and cloud-based software is approximately \$295,000 with additional annual operating costs. This procurement is permitted under the Procurement Policy as it provides cost savings through a

collaborative arrangement with another municipality. As the expenditure exceeds \$10,000, Board approval is required.

In response to questions from the Board:

- The current cost for the TransLoc system is more expensive annually.
- The timeline for implementation is expected to be operational before October and the current contract with TransLoc expires on December 31.
- CBRM currently uses the system and, since implementing the system for its on-demand service, has reduced rider wait times and increased the number of passengers served each day.
- Technical support would be provided directly through the vendor.
- Warranty, including software updates, are provided as part of the service.

ON MOTION OF MAYOR TRINACTY and seconded by DEPUTY MAYOR INGHAM that the Valley Regional Services Board of Directors approve Tidal Transit to purchase TripSpark Transit Technology with hosting through CBRM Transit for a total of \$295,000 plus non-refundable HST. MOTION CARRIED

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

WARDEN GREGORY noted abstaining from all motions pertaining to Valley Waste.

Agenda Item No. 5.1 – General Manager's Report

As outlined in the meeting package, General Manager Andrew Garrett presented the Valley Waste-Resource Management Authority General Manager's Report. Key highlights included:

- The Request for Proposals (RFP) for the policy review of both Valley Waste and tidal Transit closed at the end of June and was awarded to ATN Strategies of Halifax. The project is scheduled to begin on Monday.
- Nyla Frank Rodgers has joined the Authority as the new Communications and Resource Manager.
- The Authority has been approached by Circular Materials to extend the agreement for the host facility that receives collection trucks. A four-month extension has been approved, with discussions underway regarding a longer-term arrangement as CM moves to the next phase of recyclable materials processing.
- Due to a clerical error in the Household Hazardous Waste RFP process, the Authority will proceed with a two-month extension while interested proponents are given an opportunity to rebid.
- Scrap metal prices are currently more than \$100 per tonne higher than they were last fall.
- The Education Team is busy supporting new multi-unit residential developments.
- The Divert NS Mobius Awards are now accepting nominations. Three submissions have been made to date. Board members were encouraged to submit ideas or nominations.
- Colette Peng of Horton High School was awarded a \$3,500 Divert NS scholarship.
- Preliminary Data Call results indicate that Region 5 had the lowest disposal rate in the province last year, although final results may change.
- The tonnage report showed a significant increase of approximately 1,000 tonnes in bulky waste collection, indicating that more residents are using this disposal option. Recycling tonnage has also increased. It was noted that outgoing tonnage provides the most accurate measure of overall waste volumes.

In response to questions from the Board:

- There are opportunities for ensuring the private sector is fairly considered in solid waste services.

ON MOTION OF MAYOR TRINACTY and seconded by DEPUTY MAYOR INGHAM that the Valley Regional Services Board of Directors receives the July 15, 2026, Valley Waste-Resource Management Authority General Manager's Report. MOTION CARRIED.

Agenda Item No. 5.2: Valley Region Solid Waste-Resource Management – Financial Statements as of June 2026

As included in the meeting package, Director L'Abbe provided an overview of the financial statements as of June 2026. Highlights included:

- Organics Processing and Transportation: Updated figures show a more favorable variance than originally reported. The variance is now projected to be approximately \$3,000 over budget, rather than \$70,000 under budget as previously circulated.
- Diversion Credits received have come in higher than budget projections.
- Residential Collection Contract is over budget due to higher-than-anticipated collection volumes.

ON MOTION OF DEPUTY MAYOR INGHAM and seconded by MAYOR TRINACTY that the Valley Regional Services Board of Directors receive the July 15, 2026, Valley Region Solid Waste-Resource Management Authority Financial Statements as of June 2026. MOTION CARRIED.

Agenda Item No. 6 – Correspondence

There is no correspondence at this time.

Agenda Item No. 7 – Next Meeting

The next Regular Monthly Meeting of the Valley Regional Services Board of Directors will be held on **Wednesday, September 16, 2026, beginning at 10:00 a.m.** in keeping with the normal meeting schedule.

Agenda Item No. 9 – Adjournment

As there was no further business to bring forward, Chair Corkum adjourned the July 15, 2026, regular monthly meeting of the Valley Regional Services Board at 2:58 p.m.

Respectfully submitted,



Andrea Garrett

Recording Secretary

Administration Manager, Valley Waste-Resource Management