

INTERIM IMSA BOARD OF DIRECTORS

Special Meeting

Wednesday, April 10, 2024 – 10:30 a.m.

Hybrid Meeting

MINUTES

A Special Meeting of the Interim Intermunicipal Service Agreement (IMSA) Board of Directors was held on Wednesday, April 10, 2024, at 10:30am via videoconference and in-person attendance in the Valley Waste-Resource Management Boardroom.

Attendees:

Board Members

Municipality of Annapolis County:	Alex Morrison, Warden
Town of Annapolis Royal:	Amery Boyer, Mayor
Town of Berwick:	Don Clarke, Mayor
Town of Kentville:	Cate Savage on behalf of Sandra Snow, Mayor
Municipality of the County of Kings:	Peter Muttart, Mayor
Town of Middleton:	Sylvester Atkinson, Mayor
Town of Wolfville:	Wendy Donovan, Mayor

Also in Attendance:

Town of Annapolis Royal:	Sandi Millett-Campbell
Town of Berwick:	
Town of Kentville:	Jeff Lawrence, CAO
Town of Middleton:	Ashley Crocker, CAO
Town of Wolfville:	Councillor Jodi MacKay
Municipality of the County of Kings:	
Municipality of Annapolis County:	Deputy Warden Brad Redden and Chris McNeill, CAO
Municipality of Digby:	

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

Agenda Item No. 1 – Call To Order

Chair Muttart welcomed and thanked everyone for taking the time to participate in the Special Meeting calling the meeting to order at 10:30am. It was noted that the meeting has been called to deal with one item only, the award of the Curbside Collection Services Contract.

Approval of Agenda

It was moved by Don Clarke and seconded by Sylvester Atkinson that the Interim Intermunicipal Services Agreements Board of Directors approve the April 10, 2024 Special Meeting Agenda, as circulated.

Motion Carried.

Agenda Item No. 2 – Request for Decision: Award of Provision of Curbside Collection of Source-Separated Solid Waste Contract

Mr. Garrett provided the Board with an overview of the Request for Decision: Award of Provision of Curbside Collection of Source-Separated Waste Contract, as circulated and attached to these minutes.

The current situation and background information was explained with Mr. Garrett stressing that the Board had passed a motion on May 17, 2023 to include the Municipality of Annapolis County when the Request for Proposals document was prepared and released. Upon closing of the Request for Proposals on March 19, 2024, 4 proposals were received as follow:

1. EFR Disposal Ltd. – Original Proposal
2. EFR Disposal Ltd. – Alternative Proposal
3. Green for Life Environmental
4. Miller Waste Systems

As noted in the Report, Mr. Garrett indicated that upon careful evaluation, the proposals submitted by EFR Disposal Ltd., scored higher than the other two proponents; and further that EFR Disposal Ltd.'s Original Proposal, based on the current system of collection and services is the most cost efficient for the Board if the spring and fall clean up continues and if the Authority collects recyclables on behalf of the PRO. EFR Disposal Ltd.'s Alternative Proposal uses rear compaction vehicles and is most beneficial to the Authority if the Authority does not wish to collect recycling under contract with the PRO and wishes to collect bulky waste bi-weekly.

Mr. Garrett noted that consultation between municipalities and the PRO begins in April and concludes in October 2024 adding that the Authority is in a strong position to negotiate with the PRO due to the Authority's current service provision to apartments and the maturity of education and enforcement programs.

In response to the question, Mr. Garrett indicated that as the future management of recyclable material remains unknown, staff are recommending the award of the contract as noted in the Report and further that consultation was held with representatives of EFR Disposal Ltd., and they have confirmed that they agree with moving forward in that way.

In response to the question regarding the proposed service level change to a bi-weekly, 2-item, bulky waste collection service Mr. Garrett advised that a Request for Decision will be brought before the Board prior to November 1, 2024 to further consider this service level. It was further clarified that the spring and fall clean up services will continue as they are at present for the current fiscal year, 2024-2025 and for the first year of the new contract, 2025-2026.

In response to the question, it was noted that the PRO will have complete control of the program for managing recycling and the Board will be asked to decide if they wish to accept the negotiated rate with the PRO to provide

the collection service or if the PRO will take full responsibility for the collection and processing of the associated materials.

Mr. Garrett also noted that while competitive bids were received EFR Disposal Ltd.'s results in an estimated overall increase of 18% and further that the other fluctuations to fees will include an annual cost of living adjustment of 3.4% and annual adjustments to serviced units based on the construction of and/or demolition of dwelling units.

In response to the question, it was noted that the fuel adjustment clause within the contract is in place to protect both the Authority and the proponent and that there is not a maximum per/litre value limit included.

Also, in response to the question, Mr. Garrett explained that the 7-year term plus the option to extend for 1 year was chosen to allow the option to extend if it is deemed appropriate. For example, staff would have recommended extending the current collection contract due to the unknowns around the implementation of extended producer responsibility regulations, but the current contract did not contain language to allow that as a consideration.

Mr. Garrett also noted that the Municipality of Annapolis County will be responsible for their full costs whether as a Party under a new Intermunicipal Services Agreement in the future or under a fee for service contract as is the case now. Mr. Garrett stressed that seeking services regionally is more cost effective for the Parties than to provide collection services on an individual municipality basis.

Chair Muttart added that a calculation could be prepared to show financial impacts based on the status quo and that discussions regarding the status of service provision to the Municipality of Annapolis County are underway, as is the cost sharing formula, but until that time service provision will fall under the current funding arrangements.

As there were no further questions, the motion as follows was read into the record:

That the Interim Intermunicipal Services Agreements Board award the contract for the provision of curbside collection of source-separated solid waste for the 7-year period of April 1, 2025 – March 31, 2032, to EFR Disposal Ltd. with the option to extend the Contract by one year based on their original submission under VWRP2308, dated March 18th, 2024;

And further that,

The Authority notify EFR Disposal by November 1, 2024, if the Authority chooses to move to the alternative proposal submission under VWRP2308, dated March 18, 2024, by EFR Disposal Ltd. with the option to extend the contract by one year;

And further that,

The Chair and General Manager be authorized to execute the appropriate contract documents for and on behalf of the Valley Region Solid Waste-Resource Management Authority.

MOTION CARRIED.

In response to the question, it was confirmed that the above motion does not require ratification by the individual Party Councils.

In response to the question, Warden Morrison indicated that Board representative Brad Redden will be providing an update regarding this matter to the Municipality of Annapolis County Council and further that he had spoken at a meeting approximately a year ago where he indicated he was pleased with the way discussions and service provision to Annapolis County have unfolded and that he does not have any reason to question that observation now.

Chair Muttart asked if there was any further business to bring before the Board with non heard.

Agenda Item No. 9 – Adjournment

It was moved by Don Clarke and seconded by Wendy Donovan that there being no further business, the meeting adjourned at 10:57pm.

Respectfully submitted,

Brenda Davidson
Recording Secretary
Administration and Policy Manager
Valley Waste-Resource Management