

INTERIM IMSA BOARD OF DIRECTORS
Wednesday, October 19, 2022 - 9:00 a.m.
Hybrid Meeting
MINUTES

A meeting of the Interim Intermunicipal Service Agreement (IMSA) Board of Directors was held on Wednesday, October 19, 2022, at 9:00 a.m. via videoconference and in person attendance.

1. Call to order:

Board Members

Municipality of Annapolis County: Alan Parish, Warden
Town of Annapolis Royal: Amery Boyer, Mayor
Town of Berwick: Don Clarke, Mayor
Town of Kentville: Sandra Snow, Mayor
Municipality of the County of Kings: Peter Muttart, Mayor (Chair)
Town of Middleton: Sylvester Atkinson, Mayor
Town of Wolfville: Wendy Donovan, Mayor
Municipality of West Hants:

Also in Attendance:

Municipality of Annapolis County: Douglas Patterson, Acting CAO
Town of Annapolis Royal: Sandi Millett-Campbell, CAO
Town of Berwick: Jen Boyd, CAO
Town of Kentville:
Municipality of the County of Kings:
Town of Middleton:
Town of Wolfville: Erin Beaudin, CAO
Municipality of West Hants:

IMSA Executive Director: Dwight Whynot
Municipality of Digby County: Jeff Sunderland, CAO
Valley Waste: Andrew Wort, General Manager
Kings Transit: Michael Getchell, General Manager
MNP:
Glooscap First Nation:
Recording Secretary: Jennifer West

2. Approval of Agenda

Addition of 8a Other Business, Next meeting

On motion of Mayor Sandra Snow and Mayor Amery Boyer,
that the October 19, 2022 agenda be approved as amended.

Motion Carried

3. Approval of Minutes

June 29, 2022 Meeting of Valley Waste Authority Special Minutes

On motion of Mayor Sylvester Atkinson and Mayor Don Clarke, that the June 29, 2022 Valley Waste Minutes be approved.

Motion Carried

September 21, 2022 Meeting of Interim IMSA Board of Directors Minutes

On motion of Mayor Wendy Donovan and Mayor Don Clarke, that the September 21, 2022 Interim IMSA Board of Directors Minutes be approved as amended.

Motion Carried

October 5, 2022 Meeting of Interim IMSA Board of Directors Minutes

Under motion 5, the minutes show a vote is abstained. Under IMSA agreement, non-voting members can not vote on financial matters. Future minutes will state that certain members did not vote because they can not vote on financial matters.

On motion of Mayor Sandra Snow and Mayor Don Clarke, that the October 5, 2022 Interim IMSA Board of Directors Minutes be approved as amended.

Motion Carried

4. Progress Update and Discussion, Dwight Whynot and Sonny MacDougall (MNP)

Dwight Whynot gives a brief review of his work over the past few weeks and applying timelines to upcoming benchmark activities.

See report for more information

5. Valley Waste Update, Andrew Wort

Financial Statement Update

Andrew Wort from Valley Waste gives a brief review of his report on the finances of Valley Waste. Some challenges in the coming months will be related to fuel, cost of disposal, and increased waste volumes.

See report for more information

6. Kings Transit Update, Michael Getchell

Michael Getchell reviewed his report and outlined some upcoming increases to budget due to increased fuel costs in all municipalities. Buses are receiving required maintenance as appropriate. Staffing issues are being addressed.

See report for more information

Discussion

- Question regarding the shortfall for each municipality, based on budgeted amounts at this time. The combined shortfall may amount to around \$125,000.

7. Request for Decision: Kings Transit Authority Capital Reserve Fund

Dwight Whynot presented the recommendation from staff for the capital reserve fund.

See report for more information

Discussion

- Clarification that this is for the four core partners, and this is not new or additional amounts from partners.

On motion of Mayor Wendy Donovan and Mayor Don Clarke, that the Kings Transit Authority Board approves the use of the Capital Reserve Funds for the partial funding of the Invest in Canada Infrastructure Program (ICIP) municipal portion of the program totalling \$3,120,000. The current available Capital Reserve Funds total \$846,213. The funds would be allocated only after Phase 1 is completed and approved and Phase 2 is proceeding.

Motion Carried

Those who are not parties to the agreement did not vote on this financial matter.

8. Request for Decision: Kings Transit Authority Operating Line Credit Limit

Dwight Whynot presents this request to the board, regarding the borrowing limit for the Operating Line of Credit.

See report for more information

Discussion

- Question about the tracking of borrowing funds, and quantification of debt. Currently there is no debt for this organization or the facility. Updates on the banking line of credit will be brought to the Board regularly.

On motion of Mayor Wendy Donovan and Mayor Don Clarke, That the Kings Transit Authority Board approves the General Manager increasing the Operating Line of Credit to a maximum borrowing capacity of \$500,000 under similar terms and conditions that are in place for the current borrowing arrangement.

Motion Carried

Those who are not parties to the agreement did not vote on this financial matter.

8.a Other Business

Annapolis County

Warden Parish presents some concerns about the electrification grant, including some lack of understanding of the complexities of the grant, and the relationship between Annapolis County and Kings Transit. Annapolis County owns the buses used in this County and runs their transit system without a formal written agreement with Kings Transit. They have concerns about their share of the \$11 million dollars, ownership of buses, and ridership in an area that has their own buses. The direction from their Council is not to be part of the funding, but they may proceed to join in some capacity at a later time.

Discussion

- The money for this project will be acquired from Infrastructure Canada and the province, based on ridership throughout all the transit system and not y municipality. Collaboration among municipalities is necessary to obtain this funding and for this transit system to be successful.
- Correspondence from Annapolis County will be added to this meeting.

- Warden Parish is pleased about the project and wants to better understand their options for participation in the coming year.

Date of next meeting

The next meeting is scheduled for November 16. Warden Parish will not be a Warden or a Councillor after November 15, 2022. A new representative will attend these meetings.

9. In Camera

None.

10. Adjournment and Next Meeting

With no further meeting to discuss, the meeting was adjourned at 9:57am.