

**INTERIM IMSA BOARD OF DIRECTORS**  
**Wednesday, December 21, 2022 - 9:00 a.m.**  
**Hybrid Meeting**  
**MINUTES**

A meeting of the Interim Intermunicipal Service Agreement (IMSA) Board of Directors was held on Wednesday, December 21, 2022, at 9:00 a.m. via videoconference and in person attendance at the Kings County municipal office.

**1. Call to order:**

**Board Members**

Municipality of Annapolis County:	Brad Redden
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
Town of Middleton:	Sylvester Atkinson, Mayor
Town of Wolfville:	Wendy Donovan, Mayor

**Also in Attendance:**

Municipality of Annapolis County:	Doug 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:	Scott Conrod, CAO
Town of Middleton:	Ashley Crocker, CAO
Town of Wolfville:	Erin Beaudin, CAO

IMSA Executive Director:	Dwight Whynot
Municipality of Digby County:	Jeff Sunderland
Valley Waste:	Andrew Wort, General Manager, Andrew Garrett
Kings Transit:	

MNP:	Sonny MacDougall
	Kyle Musial
Recording Secretary:	Jennifer West

**2. Approval of Agenda**

On motion of Sandra Snow and Don Clarke that the December 21, 2022 agenda be approved.

Motion Carried

**3. Approval of Minutes**

November 16, 2022 Meeting of Interim IMSA Board of Directors Minutes

Minutes approved by Consensus

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

Mr. Whynot gave an update on the timeline for the ICIP Phase 1 grant, from the Department of Intergovernmental Affairs. At Kings Transit, staff are working well during this transition time.

**5. Valley Waste Investment Committee**

The investment committee requires a second signing authority. On the Kentville investment committee, when the Town's advisor has a proposed change, he makes the requests to the committee over email and a "reply all" from each member acts as board authority. There also needs to be a board member appointed from the IMSA Board for this committee.

There was support for an email "reply all" approval process. There was support for Brenda or Andrew Garrett being the second signatory. There was support for Mayor Donovan joining the investment committee.

Moved by Don Clarke seconded by Sandra Snow

**Motion Carried**

Report available

**6. Discussion regarding Kings Transit General Manager Position**

Mr. Whynot gave an update to the board- he recommended that staffing remain the same at this time before starting a hiring process for the General Manager. The workload for that position has been spread to a manager and a supervisor, to some staff and also to Mr. Whynot.

**7. Discussion regarding extension of Ukrainian bus pass policy**

Mr. Whynot explained that Kings Transit has been granting free bus passes to Ukrainian families. Does the Board want to continue this practice? There was not documentation or end date for this initiative. There was some support for community support for free passes from the province. There was a suggestion that this issue needs a policy to improve fairness.

Mr. Whynot will explore some funding sources for this issue and create a draft policy. Consensus from members to support this action.

**8. Valley Waste Update**

Mr. Wort gave a managers update earlier in the meeting.

Report available

**9. Kings Transit Update**

Mr. Whynot indicated that there are some variances in staffing administration, and these are slowly being updated and remedied.

Mr. Muttart indicated there was a letter from Mayor Zebian regarding their support for the draft Regional Enterprise Network agreement, with the exception of the withdrawal term. They have passed a motion that they will not accept the withdrawal term.

Report available

**10. In Camera (Core Members only)**

On motion of Sandra Snow and Wendy Donovan, that the meeting proceed to a closed session to discuss legal issues.

Motion Carried

The meeting return to open session at 11:55am

**11. Adjournment and Next Meeting**

There being no further business, the meeting was adjourned at 11:56 am.