

INTERIM IMSA BOARD OF DIRECTORS
Wednesday, April 19, 2023 - 10:00 a.m.
Hybrid Meeting
MINUTES

A meeting of the Interim Intermunicipal Service Agreement (IMSA) Board of Directors was held on Wednesday, April 19, 2023, at 10:00 a.m. via videoconference and in person attendance at the Municipality of the County of Kings office.

1. Call to order:

Board Members

Municipality of Annapolis County: Brad Redden, Deputy Warden
Town of Annapolis Royal: Michael Thompkins, Deputy 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:
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: Scott Conrod, CAO
Town of Middleton: Ashley Crocker, CAO
Town of Wolfville: Mike MacLean
Municipality of West Hants:

IMSA Executive Director:
Municipality of Digby County: Jeff Sunderland, CAO
Valley Waste: Andrew Wort, General Manager
Kings Transit:
MNP: Sonny MacDougall, Kyle Musial
Glooscap First Nation:
Recording Secretary: Jennifer West

2. Approval of Agenda

It was moved by Wendy Donovan and Don Clarke

That the April 19, 2023 agenda be approved.

MOTION CARRIED

3. Approval of Minutes

March 15, 2023 Meeting of Interim IMSA Board of Directors Minutes

It was moved by Wendy Donovan and Don Clarke

That the March 15, 2023 minutes be approved as amended.

MOTION CARRIED

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

Mr. MacDougall gave a review of activities of the IMSA director with highlights including governance, budgets, strategic plan, cost accounting modeling and audits.

Report available

5. Valley Waste Management

Mr. Wort gave a review on the managers report. He noted that the operations manager has been released from staff and his duties are being covered by other staff. The reuse centre had been closed during pandemic and will reopen on Saturday. The new scale program is allowing more waste drop offs by residents. Mr. Whynot is beginning interviews for the Finance Director position. The roll off truck was sold for a significant profit, and other vehicles are being prepared for sale. Mr. Wort reviewed contract timelines with Annapolis County and with collection operations. Cell phone use and distracted driving has caused some vehicle incidents.

Report available

Mr. Wort gave a review on the financial statement report.

Report available

6. Kings Transit Authority

Mr. MacDougall presented the Managers Report, with highlights including buses out of service, year to date fuel consumption, ridership, consideration of hiring spare drivers, and time commitment of KTA manager activities on the Executive Director. Audits will begin with KTA in May. Members would like to see a comparison of ridership between now and pre-pandemic. Members asked about hiring for the KTA Manager, which is pending until some other changes have been completed. Confirmation that Valley Waste and Kings Transit use the provincial procurement price for fuel.

Report available

Mr. MacDougall presented the financial report.

Report available

Discussion

- Members would like an update on the ICIP project, associated consultants and phase 2 status.

It was moved by Sandra Snow and Brad Redden

That there being no further business, the meeting was adjourned at 10:43 am.

Next meeting May 17, 2023