

**INTERIM IMSA BOARD OF DIRECTORS**  
**Wednesday, November 15, 2023 - 10:00 a.m.**  
**Hybrid Meeting**  
**MINUTES**

A meeting of the Interim Intermunicipal Service Agreement (IMSA) Board of Directors was held on Wednesday, November 15, 2023, at 10:00 a.m. via videoconference and in person attendance at the Town of Kentville Council Chambers.

**1. Call to order:**

Municipality of Annapolis County:	Brad Redden, Deputy Warden
Town of Annapolis Royal:	Amery Boyer, Mayor (Deputy Mayor Michael Thompkins)
Town of Berwick:	Don Clarke, Mayor
Town of Kentville:	Sandra Snow, Mayor
Municipality of the County of Kings:	Emily Lutz, Deputy Mayor
Town of Middleton:	Sylvester Atkinson, Mayor
Town of Wolfville:	Wendy Donovan, Mayor (Alternate Councillor Jodi Mackay)
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:	Rachel Bedingfield, CAO
Municipality of the County of Kings:	
Town of Middleton:	Ashley Crocker, CAO
Town of Wolfville:	
Municipality of West Hants:	

IMSA Executive Director:	
Municipality of Digby County:	Jeff Sunderland, CAO
Valley Waste:	Andrew Garrett, General Manager; Dan L'Abbe, Finance
Kings Transit:	
MNP:	
Glooscap First Nation:	Michael Peters
Recording Secretary:	Jennifer West

**2. Approval of Agenda**

It was moved by Sylvester Atkinson and Emily Lutz

That the November 15, 2023 agenda be approved.

**MOTION CARRIED**

**3. Approval of Minutes**

October 18, 2023 Meeting of Interim IMSA Board of Directors Minutes

It was moved by Sandra Snow and Sylvester Atkinson

**That the October 18, 2023 minutes be approved.**

**Motion Carried**

**4. Progress Update and Discussion, Sonny MacDougall**

Mr. MacDougall will bring the workable model to a meeting with the Board

Report available

Comments: On page 4, organizational changes should be in consultation with the incoming manager, and not before.

**5. MNP – Progress Report**

Mr. MacDougall described the wording in the Valley Waste policy which was sent to the board in error. Feedback has been received from CAOs.

**6. Valley Waste**

Mr. Garrett raised the issue of needle waste in operations and exposing staff to risk. This will be brought forward at the next meeting.

**RFD for Hydrogeological Water Monitoring Program**

Mr. Garrett described some higher costs associated with this tender, and staff will look into supporting the costs with grants (Infrastructure Canada, Capital Growth Program).

Presentation available

It was moved by Sandra Snow and Don Clarke

**That the Interim Intermunicipal Services Agreement Board of Directors approve the award of the work as described in the Request for Proposals for the Design, Install and Monitor (5yrs) Hydrogeological System for two Transfer Stations, VWRP2303, to Stantec Consulting Ltd. in the total amount of \$161,941.62 including harmonized sales tax, based on the submission dated September 13, 2023.**

**Motion Carried**

**7. Kings Transit Authority**

No update.

**Phase 1 Study Update**

Mr. MacDougall described the project moving forward, delivery date in January.

**Revised Quarterly Financial Statements**

Mr. MacDougall described the revision to include all routes and total ridership.

It was moved by Emily Lutz and Amery Boyer

That there being no further business, the meeting was adjourned at 10:20.  
Next meeting December 20, 2023