

**REGION 6 SOLID WASTE MANAGEMENT**  
**INTER-MUNICIPAL COMMITTEE MEETING MINUTES**  
**MICROSOFT TEAMS MEETING**  
Online

Friday, March 19, 2021  
10:00 a.m.

**ATTENDANCE:**

**Elected Representative / Alternate:**

Councillor Scott McLean	West Hants Regional Municipality
Councillor Andre Veinotte	Municipality of Chester
Mayor Matt Riser	Town of Lunenburg
Councillor Michelle Greek	District of Lunenburg
Councillor Pam Hubley	District of Lunenburg
Councillor Wayne Thorburne	Town of Bridgewater
Councillor Stacey Coldwell	Town of Bridgewater
Councillor Richard Nowe	Town of Mahone Bay
Councillor Jack Fancy	Region of Queens Municipality
Councillor David Brown	Region of Queens Municipality
Councillor Ron Coole	Municipality of Shelburne
Councillor Andrea Mood-Nickerson	Municipality of Barrington
Councillor Louann Link	Town of Clark's Harbour

**Technical Representative / Other:**

Valda Walsh	Regional Coordinator – Region 6
Angela Taylor	Regional Educator - Region 6
Christine McClare	Regional Coordinator – Region 6
Kristyn Remme	West Hants Regional Municipality
Dylan Heide	Town of Mahone Bay
Stephen Pace	District of Lunenburg
Larry Feener	Town of Bridgewater
Scott LeBlanc	Region of Queens Municipality
Sherry Doane	Town of Shelburne
Trudy Payne	Municipality of Shelburne
Tammy Atwood	Town of Clark's Harbour
Jennifer Keating-Hubley	Municipal Joint Services Board
Marilynn Hay	Department of Municipal Affairs & Housing

**REGRETS:** Mayor Cory Nickerson, Councillor Rick Davis and Councillor Ed Halverson

**1. WELCOME/INTRODUCTIONS**

The meeting was called to order at 10:01am and a Roundtable of introductions were done.

## **2. CONFLICT OF INTEREST**

Chair Thorburne stated that Conflict of Interest will be a standing item on the agenda. If a member feels they are in conflict, they simply state that fact and the general nature of the conflict, The member will not speak to the matter and will re-join the meeting when the matter has been dealt with.

There were no declarations of Conflict of Interest.

## **3. APPROVAL OF AGENDA**

Chair Thorburne asked for any questions on the agenda or any additions/deletions.

**MOVED** by Councillor Michelle Greek, second by Councillor Richard Nowe to approve the Agenda as presented **M/C**

## **4. APPROVAL OF THE MINUTES OF DEC 4, 2020 AND JAN 8, 2021**

**MOVED** by Councillor Ron Coole, second by Councillor Richard Nowe to approve the minutes of the Dec 4, 2020 Regular and Special meetings and the Jan 8, 2021 Regular meeting as presented. **M/C**

## **5. TRAINING SESSION – ORIENTATION TO REGION 6**

Christine McClare and Angela Traylor presented the Municipal Orientation PowerPoint. The Orientation Handbook was distributed electronically prior to the meeting. There were a number of questions asked by members to clarify the information presented. General questions related to; how the current waste management system is paid for both within Region 6 and the province, type of funding available and how distributed to municipal units as well as how to achieve efficiency in where facilities are located.

## **6. INTER-MUNICIPAL AGREEMENT vs. RULES OF PROCEDURE**

Christine McClare suggested drafting a Rules of Procedure for the Board to describe; that Bourinot's Rules of Procedure be followed and describe acceptable voting procedures (both in-person and virtually), define quorum and voting, In-Camera procedure and method to declare Conflict of Interest.

**Direction was given to Christine to circulate Bourinot's Rules of Procedure and draft a Rules of Procedure for the next meeting.**

## **7. DIVERT NS MUNICIPAL FUNDS – EFFICIENCY AND ADOPTION**

Christine advised the Board that Divert NS has created two news funds for 2021-22.

**1. MUNICIPAL EFFICIENCY FUND – \$250,000**

The purpose of the funding is to support increased efficiency in the municipal solid waste-resource management system. Specifically, the fund will support municipalities/waste management regions in researching, developing, and implementing efficiency projects. Projects should contribute to efficiency by maintaining or reducing waste management costs related to diversion programs and/or facilities.

**2. MUNICIPAL ADOPTION FUND - \$150,000**

The purpose of the funding is to support municipalities/ waste management regions in adopting an established program that diverts waste-resources. Projects should advance waste diversion programs in Nova Scotia by implementing established best practices and proven ideas.

These are application based funds and the funding level will be determined by the approval committee. Should any municipal unit or shared service wish to apply to receive further direction, please contact Christine to clarify/facilitate.

**8. EXTENDED PRODUCER RESPONSIBILITY (EPR) FOR PRINTED PAPER AND PACKAGING (PPP)**

Valda Walsh and Christine McClare electronically circulated a Rationale For and presented a PowerPoint to introduce EPR for PPP. A summary of the scope, definitions and details were described for the municipal Proposal for EPR for PPP provided to the to the Province made May 2019. Noted that all municipalities and small business in NS are in consensus on the proposal.

Chair Thorburne stated that NS Regional Chairs have sent letters to each of Premier Rankin and Environment and Climate Change Minister Irving to request a meeting to have the Province to move the proposal forward and bring in EPR for PPP.

Councillors were asked to support this proposal from their respective municipalities. The Rationale document was encouraged to be circulated to all Councils. Support was also requested during any interaction with the Department of Municipal Affairs. Any unit wishing to have a presentation on EPR were encouraged to reach out to Christine.

**9. PROPOSED MEETING SCHEDULE**

A proposed meeting schedule will be provided at the next meeting once Regional Chairs approved their schedule. Region 6 Inter-Municipal should meet before Regional Chairs to ensure Chair Thorburne is representing the membership's wishes. **Christine will prepare the meeting dates for 2021-22 for the next meeting.**

**10. ROUNDTABLE DISCUSSIONS**

Updates were provided by many of the units. Topics included upcoming litter initiatives and illegal dumping. Efficiency issues mentioned included the one-bag system for recyclables in the western end of the region and potential cost sharing costs between the Shelburne and Barrington areas.

## **11. NEW BUSINESS**

Councilor McLean asked if there was a status update on Sustane Technologies. No one has heard anything new and Councilor Veinotte stated he has not heard anything through the Council for the Municipality of Chester.

## **12. REGION 6 STAFF**

Christine McClare and new Technical Committee Chair Jennifer Keating-Hubley summarized the performance evaluation for Angela Taylor as conducted on March 11, 2021. The evaluation team included Tammy Harnish, Client Services (education) Coordinator for the Municipality of Chester.

It was noted that Angela has been very active on social media, has created a Region 6 website and a number of electronic presentation/webinars. These methods were required to provide education virtually since in-person activities were not permitted due to COVID. Angela communicates well to engage municipal staff while to deliver education in their area and ensure their needs are met.

The education contract with Divert NS has been completed with more than 959 hours of education deliverables completed. Angela started with Region 6 on May 19<sup>th</sup> almost 6 weeks in to the contract term and successfully completed the work despite the challenges of COVID.

The evaluation team noted the Employment Agreement requires that the annual salary be reviewed and the need to adopt pay range/step structure as per West Hants Regional Municipality. Further, the team recommends that the Region 6 Inter-Municipal Board:

**“continue the Employment Agreement with Angela Taylor, with increases to the annual salary paid, as merited and effective April 1, 2021.”**

Chair Thorburn asked for a motion to be made to move In-Camera to discuss the matter further.

**MOVED** by Councillor Ron Coole, second by Councillor Richard go In-Camera. **M/C**

Recording of the meeting was stopped at 12:01pm and In-Camera began at 12:02pm. Attendance: Councillors Thorburne, Fancy, Nowe, Coole, McLean, Veinotte, Mood-Nickerson and Brown (non-voting) and staff Christine McClare, Jennifer Keating-Hubley and Valda Walsh.

The In-Camera session was closed at 12:06 pm and recording was re-started.

Chair Thorburne called for a motion on the staff evaluation.

**MOVED** by Councillor Ron Coole, second by Councillor Richard Nowe to continue the Employment Agreement with Angela Taylor, with increases to the annual salary paid, as merited and effective April 1, 2021. **M/C**

### **13. ADJOURNMENT AND NEXT MEETING DATE**

Next meeting date will be April 30, 2021 at 10 a.m. This will be a virtual meeting.

**MOVED** by Councillor Ron Coole, second by Councillor Richard Nowe to adjourn. **M/C**

12"11pm

/CMc

---

**Region 6 Chair**

---

**Regional Coordinator**