

# Meeting Minutes

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**March 10, 2016 - 6:00 PM**

**Lakeside Community Centre**

Attending S.Guthrie - Vice Chair, Councillor Rankin, Councillor Adams, J. Cascadden, T. Robertson, L. Gates, M. Becigneul, M. Power,

Regrets: J. Mitchell - Chair, Mayor Savage, Councillor Dalrymple, B. Angus, A. Giles, R. Ibrahim

Others: Ken Donnelly - consultant, Ken Meech - Executive Director, Steve Copp - Mirror

The Chair Scott Guthrie called the meeting to order and commenced with item 1 - approval of the minutes

## **1. Approval Of Minutes - January 13 - 2016**

*Moved by Councillor Rankin and seconded by John Cascadden that the minutes of January 13 be approved as circulated – Motion Carried*

## **2. Business Arising From Minutes:**

Steve Copp of Mirror provided an update on the following:

A. Transfer station approval – advised that the approval was just received this week and Mirror expected to have the transfer station in operation within the next week. It was noted that there were no submissions received from the public notice placed by HRM at the request of NSE . Steve noted that the NSE approval provides for a joint technical/community monitoring committee, which will provide for membership of the CMC committee. Councillor Rankin noted that this approach is an issue he has pursued and is pleased to see included.

There were also several questions raised with respect to the operation of the transfer station such as drainage and time lines on holding of waste at transfer station.

Steve advised no issue with drainage and noted that the NSE permit requires the waste to be held no longer than 48 hours at transfer station.

B. The application for joint approval for permit including both HRM and Mirror will be submitted shortly.

C. The contract between HRM/Mirror will be finalized and shared with CMC upon approval of the joint permit.

Other issues were discussed. Steve Copp noted that the waste stream at Otter Lake is about 300 to 350 tonnes a day, however with the transfer station in place the waste placed at the landfill will be approximately 75,000.00 tonnes per year.

Based on questions from the meeting Steve advised there would be changes to the operation of Otter Lake as there will only be 1 shift versus the existing 2 due to reduced volumes.

Also in response to a question Steve advised that Mirror will have agreements with both Chester and West Hants for transferring ICI waste.

Also to the issue of cell 6 capacity, it was noted the existing cell 6 would potentially last until Christmas.

In the meantime the detailed engineering plan for cell 7 has begun, which will be developed in stages due to the significant capacity of cell 7.

It is anticipated that cell 7 will begin with a 300 to 400 thousand tonne capacity and expanded as required.

The key point to remember is that cell 7 is at least twice as large as previous cells and will be developed in stages.

In response to a question Steve noted that HRM awarded the litter contract along Highway 103 to the RE Group, which like Mirror is part of Dexter. RE Group was keen on winning this contract so it can ensure the requirements are met.

Steve did also share that the contract requires Mirror to be contacted by HRM before work is commenced.

The Chair thanked Steve for his participation prior to his departure from the meeting.

### **3. Update from Councillors Rankin and Adams**

A. Budget approval for 2016/2017 - \$90,000.00. The councillors noted the budget has been approved with a few dissenters.

B. Community Integration Fund - Councillors noted that this issue was still awaiting further research by staff and it was not anticipated to be addressed for some time. The proposed fee under consideration was based on \$2.00 per tonne landfilled at Otter Lake which is about \$150,000 per annum based on existing projections. While not a large sum it is a method to acknowledge the community for hosting the landfill on behalf of the total HRM community. It was suggested that maybe the CMC, on behalf of the community, should undertake a research project to identify other similar circumstances where a CIF is being provided and share the findings with HRM. Attendees noted that the funds would be earmarked for community facilities and /or such projects as the Western Common under the ownership of HRM.

It was discussed that CMC pursue the issue of the Community Integration Fund with HRM Council .

***Move by Lindsay Gates and seconded: by John Cascadden that CMC communicate to HRM council our thanks on approval of the 2016/2017 annual operation budget to support our expanded role, and also the CMC believes that the council should approve our request for a community integration fund of \$2.00 per ton annually (\$150,000.) which can be utilized for community projects and regional programs such as the Western Commons which was part of the overall discussions between both parties for the extended life of Otter Lake. Motion Carried.***

Other comments from council - the session had suggestions from the council to improve the accessibility of the agendas, meeting dates, minutes etc. Also noted that the CMC should provide regular reports to Council on a yearly or quarterly basis to ensure that Council is kept informed on the operations at Otter Lake. It was suggested that the CMC could report via the Environment and Sustainability Standing Committee.

It was noted that the issues raised are under discussion and will be addressed in our strategic plan, which will be an undertaking with both HRM and Mirror.

Our major plan is to improve our website as the main interactive tool to keep the public and other bodies informed on the operations of CMC.

#### **4. Role/responsibilities of Executive Director - Attached**

The Executive Director referred the members to the attachment that had been circulated with the agenda.

The meeting discussed the paper and agreed to adopt the spec with the understanding the job spec would be reviewed at the end of next year to ensure the actual activities are consistent with the proposal and whether any modifications are necessary.

Also the review is to determine whether the time dedication is consistent with the proposal.

It was suggested that the Executive Director keep track of time demands on the new role.

## 5. Draft Strategic Plan For Review – Attached

The Executive Director and Consultant Ken Donnelly reviewed the proposal and were seeking input to ensure we had the key issues included.

The next steps will be to put detail to the actions required and work with HRM and Mirror to create the go-forward plan, which will establish the requirements and working relationship of each party.

## 6. New Business

A. Proposed newsletter - Consultant Ken Donnelly shared with the meeting the newsletter to be sent to the community and available on the website.

Ken then reviewed the content seeking input on the proposal both in terms of format and content.

Attendees were pleased with the program and suggested a few changes, in particular the role of the CMC in the decision to abandon the height extension at Otter Lake.

Ken noted that we will be preparing newsletters on a more consistent basis and also encouraging the community and others to access the website and provide e-mail addresses to be kept informed.

The discussion ended with agreement by Ken Donnelly to make a number of minor changes based on input and circulate in the near term.

Members were pleased with this initiative.

B. Radon update - Tom Robertson provided additional information on the issue and noted that it was to keep the committee informed.

C. Approval of invoices: ***Moved by Tom Robertson and seconded by Lindsay Gates that the invoices for Beyond Attitude and Merrick etc. be approved for payment. Motion Carried.***

- Merrick Jamieson etc. to December 31, 2015 -\$5371.94
- Beyond Attitude Consulting - Nov. 30, 2015 - \$2139.00
- Beyond Attitude Consulting - January 18, 2016 - 4485.03
- Beyond Attitude Consulting - February, 2016 - \$2691.00

**7. Adjournment**

*Meeting adjourned on Motion of Rankin and Robertson.*