

Council Meeting

April 12, 2022

Time: 6:30pm

AGENDA

1. **Call to Order**
2. **Approval of Previous Minutes**
3. **Approval of the Agenda**
4. **Ongoing Business:**
 - a. Valley Waste Capital Budget & Request to Establish a Reserve
 - b. Discharge of Development Agreement dated 1994Sep12
5. **Committee of the Whole Recommendation Report**
6. **Mayor Report**
7. **Adjournment**



Memo

TO: Participating Party Chief Administrative Officers

FROM: Andrew Wort, General Manager

DATE: March 22, 2022

SUBJECT: 2022-2023 Draft Operating and Capital Budget

I am pleased to advise that the Valley Region Solid Waste-Resource Management Authority approved the Draft Operating and Capital Budget for the 2022-2023 fiscal year for forwarding to the Participating Parties for approval during the March Regular Monthly Meeting held on March 16, 2022 as per the following motion:

ON MOTION OF SYLVESTER ATKINSON AND SECONDED BY CRAIG GERRARD THAT THE VALLEY REGION SOLID WASTE-RESOURCE MANAGEMENT AUTHORITY RECOMMENDS THE APPROVAL OF THE ANNUAL OPERATING BUDGET AND CAPITAL BUDGET FOR THE 2022-2023 FISCAL YEAR AND FURTHER THAT THE DRAFT OPERATING AND CAPITAL BUDGET DATED MARCH 10, 2022 AS AMENDED TO INCLUDE A \$500,000.00 CONTRIBUTION TO AN EQUIPMENT RESERVE CONTINGENT UPON BOARD APPROVAL OF THE ASSOCIATED POLICIES AND THEIR RESPECTIVE ASSOCIATED SCHEDULES BE FORWARDED TO THE PARTIES FOR APPROVAL. MOTION CARRIED.

The proposed budget has been developed based on the overarching goals of ensuring the provision of a waste-resource management service that is environmentally sound, socially acceptable and financially feasible positioning the Authority for success into the future.

The draft budget includes the establishment of an Equipment Reserve Fund with the 2022-2023 contribution to the fund at \$500,000. Being a special request to the Parties, this amount has been separated within the budget from the regular annual contribution amounts. The \$500,000 is noted in the budget as a revenue item (Municipal Parties Contribution-Reserve Fund) and in expenses as a Transfer to Equipment Reserve. A schedule has also been included showing the contribution amounts per municipal unit, which are based on the current cost sharing formula. As indicated in the motion above, the establishment of the fund is contingent upon the Valley Region Solid Waste-Resource Management Authority's approval of the associated policies and their respective supporting financial schedules.

Please note, excluding the \$500,000, the budget increase for regular operating contributions is 4.76% over 2021-2022. The budget summary sheet provides you an overview of this information. Please refer to the bottom of the summary for the 2022/23 regular contributions per municipal unit.

The Authority is asking that you bring the draft budget before your Council for final approval as soon as possible. Please note that we are available to provide a budget presentation to ensure clarity for team and your Council members any time.

Valley Region Solid Waste-Resource Management Authority

Operating Fund Budget - Draft

For the Year Ending March 31, 2023

Authority Approved: Mar 16 2022

Parties Approval: Pending

	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22
Revenues					
West Management Centre	\$ 583,090	\$ 380,880	\$ 202,210	53.09%	\$ 502,739
East Management Centre	2,322,020	2,203,150	118,870	5.40%	2,442,190
Conditional Transfers - Administration	1,211,070	666,760	544,310	81.64%	1,195,620
RRFB Approved Programs	80,500	85,000	(4,500)	-5.29%	67,000
Communications and Enforcement	221,030	201,260	19,770	9.82%	200,442
Wind Turbine	43,000	45,000	(2,000)	-4.44%	43,000
Return on Investment	9,800	20,100	(10,300)	-51.24%	15,774
Total Program Revenues	4,470,510	3,602,150	868,360	24.11%	4,466,765
Municipal Parties Contributions ¹	6,515,880	6,219,900	295,980	4.76%	6,219,900
Municipal Parties Contribution-Reserve Fund ²	500,000	-	500,000	#DIV/0!	
Total Revenues, Contributions & Transfers	\$ 11,486,390	\$ 9,822,050	\$ 1,664,340	16.94%	\$ 10,686,665
Expenses					
Residential Collection	2,623,320	2,367,480	255,840	10.81%	2,413,926
Residual Transportation and Disposal	2,266,490	1,782,650	483,840	27.14%	1,664,723
Organics Processing and Transportation	995,640	757,850	237,790	31.38%	979,069
Recyclable Processing and Transportation	752,360	593,490	158,870	26.77%	712,800
Construction & Demolition Debris Processing	137,170	317,240	(180,070)	-56.76%	218,787
East Management Centre Operations	1,332,550	1,144,460	188,090	16.43%	1,296,833
West Management Centre Operations	673,100	497,370	175,730	35.33%	607,461
Household Hazardous Waste	197,700	155,550	42,150	27.10%	194,833
Communications and Enforcement	545,970	478,840	67,130	14.02%	442,749
Wind Turbine	16,050	15,500	550	3.55%	19,539
General Administration	730,060	727,830	2,230	0.31%	676,415
Financial Services	403,790	474,750	(70,960)	-14.95%	430,613
Information Technology	52,820	43,240	9,580	22.16%	40,965
RRFB Approved Programs	-	180,000	(180,000)	-100.00%	-
Transfer to Capital Reserve Fund(s) ²	759,370	285,800	473,570	165.70%	285,500
Total Expenses	\$ 11,486,390	\$ 9,822,050	\$ 1,664,340	16.94%	\$ 9,984,213
Net Surplus (Deficit)	0	0	0	0	\$ 702,452

¹ Contributions from Municipal Parties

	Percentage ³ 2022-23	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22
Municipality of Kings	73.92%	\$ 4,816,540	\$ 4,637,560	\$ 178,980	3.86%	\$ 4,637,560
Town of Kentville	10.23%	666,570	625,100	41,470	6.63%	\$ 625,100
Town of Wolfville	8.85%	576,660	516,870	59,790	11.57%	\$ 516,870
Town of Berwick	3.43%	223,490	219,560	3,930	1.79%	\$ 219,560
Town of Middleton	2.49%	162,250	155,500	6,750	4.34%	\$ 155,500
Town of Annapolis Royal	1.08%	70,370	65,310	5,060	7.75%	\$ 65,310
Total Contributions from Municipal Parties	100.00%	\$ 6,515,880	\$ 6,219,900	\$ 295,980	4.76%	\$ 6,219,900

² Municipal Parties Contribution-Reserve Fund-request to parties for Equipment Reserve funding (\$500,000). See budget schedule(s) for Party contribution amounts.

³ Draft Percentage values are current at the time of budget development and subject to change based on updated Uniform Assessment values.

2021-22 Forecast: The forecast includes an estimated return of 21/22 surplus (\$645,228) from the Kaizer Meadows Landfill. Pending year end, this number is subject to change.

Authority Approved: Mar 16 2022

Parties Approval: Pending

Valley Region Solid Waste-Resource Management Authority

Operating Fund Budget -Draft

For the Year Ending March 31, 2023

Municipal Party Contribution-Reserve Fund

\$ 500,000

Contributions per Municipal Party

Municipality of Kings County	73.92%	\$ 369,600
Town of Kentville	10.23%	\$ 51,150
Town of Wolfville	8.85%	\$ 44,250
Town of Berwick	3.43%	\$ 17,150
Town of Middleton	2.49%	\$ 12,450
Town of Annapolis Royal	1.08%	\$ 5,400
Total	100%	<u>\$ 500,000</u>

Transfer to Equipment Reserve

\$ 500,000

Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes	
Revenues:									
41000 Municipal Party Contributions									
41100 · Municipality of Kings County	73.92%	4,816,540	4,637,560	178,980	3.86%	4,637,560	4,994,482	5,141,338	
41105 · Town of Kentville	10.23%	666,570	625,100	41,470	6.63%	625,100	691,200	711,525	
41110 · Town of Wolfville	8.85%	576,660	516,870	59,790	11.57%	516,870	597,959	615,542	
41115 · Town of Berwick	3.43%	223,490	219,560	3,930	1.79%	219,560	231,751	238,566	
41125 · Town of Middleton	2.49%	162,250	155,500	6,750	4.34%	155,500	168,239	173,186	
41139 · Town of Annapolis Royal	1.08%	70,370	65,310	5,060	7.75%	65,310	72,971	75,117	
Total 41000 Municipal Party Contributions	100.00%	6,515,880	6,219,900	295,980	4.76%	6,219,900	6,756,602	6,955,274	Updated for UA & 2021 census
41200 Western Management Centre		-	-	-		-	-	-	
41201 · WMC Tipping Fees		548,980	343,230	205,750	59.95%	465,000	564,900	581,282	Tonnage up, full year of new rates
41204 · WMC Sale of Materials		18,330	22,000	(3,670)	-16.68%	22,000	18,862	19,409	
41205 · WMC Paint Program Funding		2,150	2,400	(250)	-10.42%	2,168	2,212	2,276	
41206 · WMC Scale Rental Fees		8,630	8,250	380	4.61%	8,630	8,880	9,138	
41210 · WMC Household Hazardous Waste		5,000	5,000	-		5,000	5,000	5,000	
41290 · WMC Miscellaneous						-59			
Total 41200 Western Management Centre		583,090	380,880	202,210	53.09%	502,739	599,854	617,105	
41300 Eastern Management Centre		-	-	-		-	-	-	
41301 · EMC Tipping Fees		2,136,900	2,065,150	71,750	3.47%	2,261,306	2,198,870	2,262,637	Tonnage Variance
41304 · EMC Sale of Materials		115,600	87,000	28,600	32.87%	135,823	118,952	122,402	Sale of metal goods projected higher
41305 · EMC Paint Program Funding		5,300	5,000	300	6.00%	5,303	5,454	5,612	
41306 · EMC Scale Rental Fees		4,230	6,000	(1,770)	-29.50%	4,230	4,353	4,479	
41310 · EMC Household Hazardous Waste		15,000	15,000	-		15,000	15,435	15,883	
41392 · EMC Scotia Cost Sharing		44,990	25,000	19,990	79.96%	20,528	46,295	47,638	Public Drop-Off /Site Maint. cost share
Total 41300 Eastern Management Centre		2,322,020	2,203,150	118,870	5.40%	2,442,190	2,389,359	2,458,651	
41500 Return on Investment		-	-	-		-	-	-	
41501 · Bank Interest		9,800	20,100	(10,300)	-51.24%	15,774	10,084	10,376	
Total 41500 Return on Investment		9,800	20,100	(10,300)	-51.24%	15,774	10,084	10,376	
41600 Conditional Transfers - Administration		-	-	-		-	-	-	
41601 · Landfill Diversion Credits		315,000	405,000	(90,000)	-22.22%	350,000	324,135	333,535	Reduced available funding from Divert
41633 · Dairy Container Recycling		80,000	85,000	(5,000)	-5.88%	78,898	82,320	84,707	
41635 · Green Cart / Mini Bin Sales		1,000	2,000	(1,000)	-50.00%	2,945	1,029	1,059	
41691 · Bylaw Tickets		2,000	2,500	(500)	-20.00%	1,300	2,058	2,118	
41695 · Municipal Waste Services Agrmt		777,070	-	777,070	#DIV/0!	725,300	799,605	822,794	Revenue estimate - Anna. Co Contract
41698 · General Admin - Other		-	136,760	(136,760)	-100.00%	2,322	-	-	Interest accrual Anna. Co-settled
41699 · Contracted Curbside Collection		36,000	35,500	500	1.41%	34,856	37,044	38,118	

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2023

Authority Approved: Mar 16 2022
 Parties Approval: Pending
 Prior update: Mar 10 2022

Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes
Total 41600 Conditional Transfers - Administration	1,211,070	666,760	544,310	81.64%	1,195,620	1,246,191	1,282,331	
41800 Communications & Enforcement	-	-	-			-	-	
41801 · C&E Regional Coordinators	43,290	43,290	-		43,286	44,545	45,837	
41805 · C&E Enforcement Services	82,740	82,730	10	0.01%	82,736	85,139	87,608	
41860 · C&E Education Services	75,000	75,240	(240)	-0.32%	74,419	77,175	79,413	
41880 · C&E Reuse Centre	20,000	-	20,000	#DIV/0!		20,580	21,177	Reopening planned for September
Total 41800 Communications & Enforcement	221,030	201,260	19,770	9.82%	200,442	227,439	234,035	
42000 Wind Turbine	-	-	-			-	-	
42010 · Wind Energy Production	43,000	45,000	(2,000)	-4.44%	43,000	44,247	45,530	
Total 42000 Wind Turbine	43,000	45,000	(2,000)	-4.44%	43,000	44,247	45,530	
	-	-	-			-	-	
46020 · Municipal Approved Programs	80,500	85,000	(4,500)	-5.29%	67,000	82,835	85,237	
Total 46000 RRFB Approved Programs	80,500	85,000	(4,500)	-5.29%	67,000	82,835	85,237	
xxxxx Municipal Party Contribution-Reserve Fund								
Municipality of Kings County	73.92%	369,600	369,600	#DIV/0!				
Town of Kentville	10.23%	51,150	51,150	#DIV/0!				
Town of Wolfville	8.85%	44,250	44,250	#DIV/0!				
Town of Berwick	3.43%	17,150	17,150	#DIV/0!				
Town of Middleton	2.49%	12,450	12,450	#DIV/0!				
Town of Annapolis Royal	1.08%	5,400	5,400	#DIV/0!				
Total xxxxx Municipal Party Contribution-Reserve Fund	100.00%	500,000	500,000	#DIV/0!				Funding for Equipment Reserve from Parties
Total Revenues	\$ 11,486,390	\$ 9,822,050	1,664,340	16.94%	\$ 10,686,665	\$ 11,356,611	\$ 11,688,539	
Expenses:	-	-	-			-	-	
61000 General Administration	-	-	-			-	-	
61001 · GA Salaries	465,500	427,010	38,490	9.01%	416,086	479,000	492,891	Accountant added (1 FTE); planned incr.
61002 · GA Employee Benefits	89,700	101,310	(11,610)	-11.46%	81,875	92,301	94,978	
61003 · GA Snow Removal & Supplies	750	950	(200)	-21.05%	700	772	794	
61004 · GA Office Supplies	12,200	12,500	(300)	-2.40%	10,065	12,554	12,918	
61005 · GA Utilities	15,420	15,000	420	2.80%	15,000	15,867	16,327	
61006 · GA Travel	900	1,220	(320)	-26.23%	200	926	953	
61007 · GA Training/Conferences Fees	7,000	9,000	(2,000)	-22.22%	3,400	7,203	7,412	
61008 · GA Membership/Association Fees	2,000	3,900	(1,900)	-48.72%	2,500	2,058	2,118	
61009 · GA Office Maintenance	8,000	3,000	5,000	166.67%	10,000	8,232	8,471	Increase based on prior year activity
61010 · GA Office Equipment	3,000	2,750	250	9.09%	3,008	3,087	3,177	
61012 · GA Janitorial	12,000	10,050	1,950	19.40%	11,601	12,348	12,706	Contract, supplies, prior yr. activity
61013 · GA Professional Services	87,760	115,000	(27,240)	-23.69%	97,530	90,305	92,924	

Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes
61014 · GA Employee Wellness	1,100	1,500	(400)	-26.67%	1,500	1,132	1,165	
61015 · GA OH&S Training	1,500	500	1,000	200.00%	449	1,544	1,589	
61022 · GA Office Security System	500	600	(100)	-16.67%	1,469	515	530	
61023 · GA General Meeting Costs	500	1,500	(1,000)	-66.67%	446	515	530	
61024 · GA Board Conference/Training	-	1,000	(1,000)	-100.00%	-	-	-	
61025 · GA Authority Board Travel	-	300	(300)	-100.00%	-	-	-	
61026 · GA Authority Board & Committees	-	1,000	(1,000)	-100.00%	-	-	-	
61027 · GA Board & Committee Stipend	500	500	-		500	515	530	
61028 · GA Insurance	18,200	16,550	1,650	9.97%	16,499	18,728	19,271	Approx. 10% increase estimated
61030 · GA Donations-Other Organization	-	-	-	#DIV/0!	-	-	-	
61040 · GA Staff Recognition Events	2,340	2,000	340	17.00%	2,700	2,408	2,478	
61060 · GA OH&S/WCB Certification	890	390	500	128.21%	887	916	943	Safety Audit costs
61101 · GA Past Due Account Collections	300	300	-		-	309	318	
Total 61000 General Administration	730,060	727,830	2,230	0.31%	676,415	751,235	773,023	
61140 Wind Turbine	-	-	-		-	-	-	
61141 · WT Operation & Maintenance	10,000	10,000	-		14,000	10,290	10,588	
61143 · WT Insurance	6,050	5,500	550	10.00%	5,539	6,225	6,406	
Total 61140 Wind Turbine	16,050	15,500	550	3.55%	19,539	16,515	16,994	
61150 Financial Services	-	-	-		-	-	-	
61151 · FS Capital Financing Interest	62,590	83,090	(20,500)	-24.67%	50,743	54,755	55,779	
61152 · FS Bank & Credit Card Fees	38,910	48,850	(9,940)	-20.35%	37,060	40,038	41,199	
61153 · FS Capital Financing Principal	302,290	342,810	(40,520)	-11.82%	342,810	353,894	347,042	
Total 61150 Fiscal Services Financing	403,790	474,750	(70,960)	-14.95%	430,613	448,686	444,020	
61200 Western Management Center	-	-	-		-	-	-	
61201 · WMC Salaries	371,530	166,610	204,920	122.99%	237,270	382,304	393,391	Reallocations; .30 FTE added, planned incr.
61202 · WMC Employee Benefits	79,300	38,550	40,750	105.71%	51,743	81,600	83,966	Based on staffing costs
61203 · WMC Office Supplies/Equipment	1,100	1,100	-		1,282	1,132	1,165	
61204 · WMC Safety Supplies/Equipment	2,000	1,500	500	33.33%	3,000	2,058	2,118	Safety equipment for staff
61205 · WMC Insurance	33,000	30,000	3,000	10.00%	31,393	33,957	34,942	Approx. 10% increase estimated
61206 · WMC Staff Training/Development	3,500	1,000	2,500	250.00%	2,012	3,602	3,706	Staff and safety training
61209 · WMC Telephone	1,800	1,800	-		1,698	1,852	1,906	
61210 · WMC Communication Equip/License	1,530	800	730	91.25%	1,530	1,574	1,620	Based on 21/22 forecast
61211 · WMC Electricity	13,000	12,000	1,000	8.33%	12,499	13,377	13,765	
61212 · WMC Small Tools/Shop Supplies	1,200	600	600	100.00%	1,500	1,235	1,271	More tools required for WMC
61215 · WMC OH&S Consulting / WCB Certification	890	350	540	154.29%	887	916	943	Safety Audit costs
61216 · WMC Leased/Rented Equipment	500	400	100	25.00%	300	515	530	
61217 · WMC Vehicle Registration	2,850	2,000	850	42.50%	2,850	2,933	3,018	Based on 21/22 forecast
61225 · WMC WCB Subcontractor Premium	100	100	-		-	103	106	

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2023

Authority Approved: Mar 16 2022
 Parties Approval: Pending
 Prior update: Mar 10 2022

Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes
61230 · WMC Site/Building Maintenance	30,350	20,000	10,350	51.75%	105,000	31,230	32,136	Recurring & planned maintenance
61231 · WMC Scale Maintenance	6,000	3,000	3,000	100.00%	3,083	6,174	6,353	Second scale pending capital budget
61232 · WMC Vehicle & Equipment R&M	46,300	45,000	1,300	2.89%	98,853	47,643	49,025	Provision for CPI increase
61240 · WMC Fuel - Diesel & Gasoline	51,360	22,300	29,060	130.31%	32,700	52,849	54,382	Fuel price increases
61250 · WMC Snow Removal & Supplies	2,000	2,000	-		4,500	2,058	2,118	
61251 · WMC Janitorial	8,000	8,500	(500)	-5.88%	7,800	8,232	8,471	
61253 · WMC Security	1,500	2,000	(500)	-25.00%	2,674	1,544	1,589	
61254 · WMC Tank Pumping/Transportation	1,000	1,000	-		1,600	1,029	1,059	
61299 · WMC Uncollectible Revenues	3,290	136,760	(133,470)	-97.59%	3,288	3,385	3,483	Interest accrual Anna. Co-settled
xxxxx · WMC Scale Software Maintenance	11,000	-	11,000	#DIV/0!		11,319	11,647	New scale software annual fee est.
Total 61200 Western Management Center	673,100	497,370	175,730	35.33%	607,461	692,621	712,710	
61300 Eastern Management Center	-	-	-			-	-	
61301 · EMC Salaries	780,350	682,990	97,360	14.25%	733,633	802,980	826,266	Position(s) added (1.95 FTE);planned incr.
61302 · EMC Employee Benefits	177,900	158,040	19,860	12.57%	166,741	183,059	188,368	Based on staffing costs
61303 · EMC Office Supplies/Equipment	6,000	6,000	-		6,791	6,174	6,353	
61304 · EMC Safety/Supplies/Equipment	6,000	5,000	1,000	20.00%	11,000	6,174	6,353	Review of prior yrs. plus 21/22 spending
61305 · EMC Insurance	48,000	43,500	4,500	10.34%	44,073	49,392	50,824	Approx. 10% increase estimated
61306 · EMC Staff Training/Development	6,500	3,000	3,500	116.67%	4,077	6,689	6,883	Staff and safety training
61309 · EMC Telephone	2,200	1,600	600	37.50%	2,121	2,264	2,330	
61310 · EMC Communication Equip/License	2,750	1,300	1,450	111.54%	2,750	2,830	2,912	Based on 21/22 forecast
61311 · EMC Electricity	22,500	22,500	-		20,630	23,153	23,824	
61312 · EMC Small Tools/Shop Supplies	2,500	1,500	1,000	66.67%	1,501	2,573	2,648	Review of prior yrs. plus 21/22 spending
61314 · EMC Staff Travel	1,000	1,000	-		1,000	1,029	1,059	
61315 · EMC OH&S Consulting / WCB Certification	890	350	540	154.29%	887	916	943	Safety Audit costs
61316 · EMC Equipment Rental/Lease	5,000	7,500	(2,500)	-33.33%	500	5,145	5,294	
61317 · EMC Water and Meter Charge	1,500	1,200	300	25.00%	1,500	1,544	1,589	
61318 · EMC Sewer Charge	1,200	1,200	-		1,100	1,235	1,271	
61319 · EMC Hydrant Rental	2,000	2,000	-		1,867	2,058	2,118	
61320 · EMC Vehicle Registration	4,250	2,400	1,850	77.08%	5,500	4,373	4,500	Based on 21/22 forecast /4yer avg \$4,250
61325 · EMC WCB Subcontractor Premium	100	100	-			103	106	
61330 · EMC Site/Building Maintenance	65,800	75,000	(9,200)	-12.27%	75,000	67,708	69,672	
61331 · EMC Scale Maintenance	10,000	4,500	5,500	122.22%	11,540	10,290	10,588	Based on 21/22 activity
61332 · EMC Vehicle and Equipment R&M	80,000	65,000	15,000	23.08%	89,792	82,320	84,707	Recurring costs/aging fleet
61340 · EMC Fuel - Diesel & Gasoline	61,720	33,600	28,120	83.69%	67,900	63,510	65,352	Fuel price increases
61350 · EMC Snow/ Ice Removal Supp	5,000	5,000	-		15,000	5,145	5,294	
61351 · EMC Janitorial	9,530	8,000	1,530	19.13%	10,500	9,806	10,090	Contract, supplies, prior yr. activity
61353 · EMC Security	1,000	1,000	-		2,200	1,029	1,059	
61354 · EMC Tank Pumping and Transport	1,000	1,000	-		700	1,029	1,059	

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2023

Authority Approved: Mar 16 2022
 Parties Approval: Pending
 Prior update: Mar 10 2022

Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes
61399 · EMC Uncollectible Revenues	16,860	10,180	6,680	65.62%	18,529	17,349	17,852	Based on forecasted collections
xxxxx · EMC Scale Software Maintenance	11,000	-	11,000	#DIV/0!		11,319	11,647	New scale software annual fee est.
Total 61300 Eastern Management Center	1,332,550	1,144,460	188,090	16.43%	1,296,833	1,371,196	1,410,961	
62600 Household Hazardous Waste	-	-	-	-	-	-	-	
62601 · HHW Salaries	75,180	70,290	4,890	6.96%	72,129	77,360	79,603	Reallocations; Planned incr.
62602 · HHW Employee Benefits	19,520	16,260	3,260	20.05%	18,832	20,086	20,668	Based on staffing costs
61267 · HHW WMC Operations	20,000	9,000	11,000	122.22%	22,301	20,580	21,177	Based on 21/22 forecast
61272 · HHW WMC CFC Removal	900	-	900	#DIV/0!	1,200	926	953	
61367 · HHW EMC Operations	80,000	60,000	20,000	33.33%	77,972	82,320	84,707	Based on 21/22 forecast
61372 · HHW EMC CFC Removal	2,100	-	2,100	#DIV/0!	2,400	2,161	2,224	Allowance for CFC removal
Total 62600 Household Hazardous Waste	197,700	155,550	42,150	27.10%	194,833	203,433	209,332	
61400 Residential Collection Contract	-	-	-	-	-	-	-	
61401 · Residential Collection	2,286,260	2,196,980	89,280	4.06%	2,204,566	2,352,562	2,420,786	
61402 · Res Coll Fuel Adjustment	39,630	(35,000)	74,630	-213.23%	18,719	40,779	41,962	Fuel price increases
61403 · Res Coll Green Carts	98,500	10,000	88,500	885.00%	11,206	101,357	104,296	New green carts- approx. 1200
61405 · Res Coll Spring/Fall Cleanup	183,930	180,000	3,930	2.18%	161,560	189,264	194,753	Contract - price increase
61410 · Res Coll Cart Maint/Supply	7,000	7,500	(500)	-6.67%	10,910	7,203	7,412	
61420 · Res Coll Seasonal Bin R&M	-	-	-	#DIV/0!	965	-	-	
61440 · Res Coll Advertising & Notices	8,000	8,000	-	-	6,000	8,232	8,471	
Total 61400 Residential Collection Contract	2,623,320	2,367,480	255,840	10.81%	2,413,926	2,699,397	2,777,680	
61500 Construction & Demolition Debris	-	-	-	-	-	-	-	
61522 · C&D Processing EMC	115,790	260,660	(144,870)	-55.58%	111,041	119,148	122,603	C&D backlog being reduced
61532 · C&D Processing WMC	21,380	56,580	(35,200)	-62.21%	107,746	22,000	22,638	
Total 61500 Construction & Demolition Debris	137,170	317,240	(180,070)	-56.76%	218,787	141,148	145,241	
61600 Recyclables	-	-	-	-	-	-	-	
61605 · Recyclable Processing EMC	534,960	471,560	63,400	13.44%	504,938	550,474	566,438	Contract price/tonnage increases
61611 · Recyclable Transportation WMC	-	1,750	(1,750)	-100.00%		-	-	
61615 · Recyclable Processing WMC	217,400	120,180	97,220	80.90%	207,862	223,705	230,192	Contract price/tonnage increases/Anna. Co
Total 61600 Recyclables	752,360	593,490	158,870	26.77%	712,800	774,179	796,630	
61700 Organics	-	-	-	-	-	-	-	
61701 · Organics Processing EMC	684,210	600,020	84,190	14.03%	679,929	704,052	724,470	Contract price/tonnage increases
61711 · Organics Processing WMC	311,430	157,830	153,600	97.32%	299,140	320,461	329,754	Contract price/tonnage increases/Anna. Co
61715 · Organics Equipment Rental WMC	-	-	-	#DIV/0!		-	-	
Total 61700 Organics	995,640	757,850	237,790	31.38%	979,069	1,024,513	1,054,224	
61800 Residuals	-	-	-	-	-	-	-	
61801 · Residuals Disposal EMC	1,275,080	1,159,420	115,660	9.98%	1,414,529	1,312,057	1,350,107	Tonnage increases
61802 · Residuals Disposal Adj EMC	-	-	-	#DIV/0!	(567,152)	-	-	
61805 · Residuals Transportation EMC	436,180	357,700	78,480	21.94%	434,712	448,829	461,845	Contract price/tonnage increases

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2023

Authority Approved: Mar 16 2022
 Parties Approval: Pending
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Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes
61806 · Residuals Fuel Adj EMC	18,960	(11,320)	30,280	-267.49%	5,667	19,510	20,076	Fuel price increases
61810 · Residuals Disposal WMC	396,690	212,950	183,740	86.28%	402,326	408,194	420,032	Anna. Co Contract, ICI residual volumes incr.
61812 · Residuals Disposal Adj WMC	-	-	-	#DIV/0!	(151,469)	-	-	
61815 · Residuals Transportation WMC	135,700	65,700	70,000	106.54%	123,860	139,635	143,684	Annapolis County Contract
61816 · Residuals Fuel Adj WMC	3,880	(1,800)	5,680	-315.56%	2,251	3,993	4,109	Fuel price increases
Total 61800 Residuals	2,266,490	1,782,650	483,840	27.14%	1,664,723	2,332,218	2,399,853	
61900 Communications & Enforcement								
61901 · C&E Salaries	375,340	331,040	44,300	13.38%	304,076	386,225	397,426	Reinstate Reuse Ctr. Postion, planned incr.
61902 · C&E Employee Benefits	89,080	76,600	12,480	16.29%	71,432	91,663	94,321	Based on staffing costs
61905 · C&E RRFB Regional Enforcement	8,000	9,000	(1,000)	-11.11%	5,228	8,232	8,471	
61910 · C&E Office Supplies/Equipment	2,500	2,500	-		2,200	2,573	2,648	
61911 · C&E Clothing	200	200	-		237	206	212	
61915 · C&E Telephone	4,200	4,200	-		3,818	4,322	4,447	
61920 · C&E Advertising/Public Relation	12,000	12,000	-		12,000	12,348	12,706	
61922 C&E Newsletter/Calendar Distribution	2,500	2,000	500	25.00%	1,800	2,573	2,648	
61924 · C&E Calendar Design/Printing	20,000	16,000	4,000	25.00%	16,700	20,580	21,177	Estimated cost; RFP planned
61925 · C&E Promotional Items	1,500	1,500	-		1,500	1,544	1,589	
61931 · C&E ICI Support	600	600	-		600	617	635	
61940 · C&E Travel	3,300	3,300	-		1,000	3,396	3,494	
61941 · C&E Vehicle Repairs/Maintenance	6,000	3,500	2,500	71.43%	3,000	6,175	6,355	Increased for aging vehicles
61942 · C&E Insurance	8,300	7,000	1,300	18.57%	7,550	8,541	8,789	Approx. 10% increase estimated
61943 · C&E Vehicle Fuel - Gasoline	6,500	3,600	2,900	80.56%	7,275	6,689	6,883	Fuel price increases
61944 · C&E Vehicle Registrations	450	450	-		443	463	476	
61945 · C&E Print/Presentation Supplies	1,500	1,500	-		1,593	1,544	1,589	
61961 · C&E OH&S Safety Equip/Supplies	500	350	150	42.86%	797	515	530	For staff needs
61970 · C&E Special Week Promotions	3,500	3,500	-		1,500	3,602	3,706	
Total 61900 Communications & Enforcement	545,970	478,840	67,130	14.02%	442,749	561,808	578,102	
62300 Transfer to Capital Reserve								
62301 Transfer to Capital Reserve	259,370	285,800	(26,430)	-9.25%	285,500	285,311	313,842	
xxxxx Transfer to Equipment Reserve	500,000	-	500,000	#DIV/0!		-	-	Establish Equipment Reserve
Total 62300 Transfer to Capital Reserve	759,370	285,800	473,570	165.70%	285,500	285,311	313,842	
62400 Capital From Operations								
62401 Capital From Operations	-	-	-	-		-	-	
Total 62400 Capital From Operations	-	-	-	-	-	-	-	
64000 Information Technology								
64005 · IT Internet Services	4,510	4,710	(200)	-4.25%	3,505	4,641	4,776	
64010 · IT Hardware	14,050	6,800	7,250	106.62%	8,960	14,457	14,876	Firewall, aging equipment
64011 · IT Software	5,500	-	5,500	#DIV/0!	100	5,660	5,824	Windows Server license(s)- new scale software

Valley Region Solid Waste-Resource Management Authority
 Operating Fund Budget -Draft
 For the Year Ending March 31, 2023

Authority Approved: Mar 16 2022
 Parties Approval: Pending
 Prior update: Mar 10 2022

Account Number and Name	2022-23 Budget at March 16/22	2021-22 Budget	\$ Variance	% Variance	2021-22 Forecast at March 31/22	2023-24 Projected	2024-25 Projected	Budget Notes
64019 · IT Website Maintenance	700	5,650	(4,950)	-87.61%	700	720	741	CCTV maintenance agrmnt.
64020 · IT Maintenance Contracts	12,600	10,620	1,980	18.64%	12,240	12,965	13,341	
64021 · IT Consulting Fees	15,460	15,460	-		15,460	15,908	16,369	
Total 64000 Information Technology	52,820	43,240	9,580	22.16%	40,965	54,351	55,927	
66020 RRFB Approved Program Costs	-	-	-			-	-	Retention of funds per Anna.Co agrmnt.
63001 RRFB Allocations	-	180,000	(180,000)	-100.00%		-	-	
Total 66030 RRFB Approved Program Costs	-	180,000	(180,000)	-100.00%		-	-	
Total Expense	\$ 11,486,390	\$ 9,822,050	\$ 1,664,340	16.94%	\$ 9,984,213	\$ 11,356,611	\$ 11,688,539	
Net Surplus (Deficit)	\$ -	\$ -	\$ -		\$ 702,452	\$ (0)	\$ 0	

Valley Region Solid Waste-Resource Management Authority
 Capital Budget and Projections-Draft
 Capital Budget FY2022-23

Authority Approved: Mar 16 2022
 Parties Approval: Pending
 Prior update: Feb 13 2022

Description	Budget 2022-23	Projected 2023-24	Projected 2024-25	Funding Sources		Financing Term (Years)	Financing Cost (Estimate)
				Equipment Reserve	Debt		
Car C&E (Convert to Electric & Charging Station)	45,000				45,000	5	4,050
Roll Off Truck	290,000				290,000	10	47,850
Trailer(s) for recovered lumber Re-Use Center	15,000				15,000	10	2,475
XL 4X4 Pick-Up Truck Lift Gate - Carts		53,000			53,000	5	4,770
Roll Off Truck		300,000			300,000	10	49,500
Roll Off Truck			310,000		310,000	10	51,150
Roll Off Containers	23,000				23,000	10	3,795
Roll Off Containers			23,000		23,000	10	3,795
Land Improvement -Storm drainage & road safety - EMC	30,000				30,000	10	4,950
Replace Outgoing Scale	127,100				127,100	10	20,972
Outgoing Scale House Window-WMC	27,000				27,000	10	4,455
Sorting Building and transfer building-EMC	775,000				775,000	15	186,000
Sorting Building and transfer building-EMC		900,000			900,000	15	216,000
Public Drop off / HHW Center	125,000				125,000	10	20,625
Purchase Adjacent Land for Future Expansion (EMC)	238,000				238,000	20	74,970
Compaction Equipment - WMC	200,000				200,000	20	63,000
Compaction Equipment - EMC	500,000				500,000	20	157,500
Waste Oil Tanks	15,000			15,000			
Cardboard Baler - EMC		75,000			75,000	10	12,375
Computer Server II		10,000			10,000	5	900
	\$ 2,410,100	\$ 1,338,000	\$ 333,000	\$ 15,000	\$ 4,066,100		\$ 929,132

Valley Region Solid Waste-Resource Management Authority
 Ten Year Capital Replacement Plan
 For the years ending March 31, 2023-2032

Authority Approved: Mar 16 2022
 Parties Approval: Pending
 Prior update: Feb 13 2022

Unit No. / Location	Description	Finance Term (years)	Budget 2022-23	Projected 2023-24	Projected 2024-25	Projected 2025-26	Projected 2026-27	Projected 2027-28	Projected 2028-29	Projected 2029-30	Projected 2030-31	Projected 2031-32
Unit 5	Car C&E (Convert to Electric & Charging Station)	5	45,000									
Unit 20	XL 4X4 Pick-Up Truck Lift Gate - Carts	5		53,000							60,000	
Unit 24	4x4 Pick-up Truck Lift Gate	5					60,000					
Unit 25	4x4 Pick-up Truck ADD Lift Gate	5					60,000					
Unit 26	4x4 Pick-up Truck Plow	5					75,000					
Unit 29 Replaced Unit 1	4X4 XL Pick-up Truck Plow - WMC	5										85,000
Unit 21-30	4X4 Pick-up Truck Plow - EMC	5										85,000
Unit 6 Replacement	Roll Off Truck	10	290,000									
Unit 7	Roll Off Truck	10		300,000								
Unit 16	Roll Off Truck	10			310,000							
Unit 21	Roll Off Truck	10					320,000					
Unit 21-3 Replaced Unit 14	Wheel Loader - WMC	10									390,000	
Unit 21-4 Replaced Unit 18	Wheel Loader with grapple - EMC	10								390,000		
Unit 22	Wheel Loader	10						330,000				
Unit 23	Wheel Loader	10				325,000						
Unit 19	ATV/RTV -WMC	5				21,000						
Unit 27	ATV/RTV - EMC	5					22,000					
EMC	Forklift HHW and Recycling (5,000 lb) with Pneumatic Tires	5										45,000
Reuse Centre	Trailer(s) for recovered lumber Re-Use Center	10	15,000									
EMC/WMC	Roll Off Containers	10	23,000		23,000		23,000					
EMC	Land Improvement -Storm drainage & road safety - EMC	10	30,000									
WMC	Replace Outgoing Scale	10	127,100									
WMC	Outgoing Scale House Window-WMC	10	27,000									
EMC	Sorting Building and transfer building-EMC	15	775,000	900,000								
EMC	Public Drop off / HHW Center	10	125,000									
EMC	Purchase Adjacent Land for Future Expansion (EMC)	20	238,000									
WMC	Compaction Equipment - WMC	20	200,000									
EMC	Compaction Equipment - EMC	20	500,000									
EMC	Cardboard Baler - EMC	10		75,000								
EMC/WMC	Waste Oil Tanks		15,000									
I.T.	Computer Server II	5		10,000					10,000			
I.T.	Computer Server	5					10,000					10,000
	Total Annual Capital Replacement		\$ 2,410,100	\$ 1,338,000	\$ 333,000	\$ 346,000	\$ 570,000	\$ 330,000	\$ 10,000	\$ 390,000	\$ 450,000	\$ 225,000

Valley Region Solid Waste-Resource Management Authority
Municipal Party Guarantee Requirements
Capital Budget FY2022-23

Authority Approved: Mar 16 2022
Parties Approval: Pending
Prior update: Feb 13 2022

<u>Current Year Capital Budget</u>	\$ 2,410,100
Less: Draw From Equipment Capital Reserve Fund	<u>15,000</u>
Debt Financing Requirement	<u><u>\$ 2,395,100</u></u>

<u>Financed Capital Requirements</u>	Percentages ¹	Party
	<u>2022-2023</u>	<u>Guarantees</u>
Municipality of Kings	73.92%	1,770,458
Town of Kentville	10.23%	245,019
Town of Wolfville	8.85%	211,966
Town of Berwick	3.43%	82,152
Town of Middleton	2.49%	59,638
Town of Annapolis Royal	1.08%	25,867
Total Financed Capital Requirements	100.00%	\$ 2,395,100

¹ Draft percentage values are current at the time of budget development and subject to change based on updated population and uniform assessment values.

March 22, 2022

Valley Region Solid Waste-Resource Management Authority
Operating Fund Budget -Draft
For the Year Ending March 31, 2023

Budget 2022/23- Schedule of contributions per Municipal unit

Municipal Parties	% Share	Operations ¹	Funding request ² to establish Equipment Reserve	Total request
Municipality of Kings	73.92%	4,816,540	369,600	5,186,140
Town of Kentville	10.23%	666,570	51,150	717,720
Town of Wolfville	8.85%	576,660	44,250	620,910
Town of Berwick	3.43%	223,490	17,150	240,640
Town of Middleton	2.49%	162,250	12,450	174,700
Town of Annapolis Royal	1.08%	70,370	5,400	75,770
Total Contributions from Municipal Parties	100.00%	\$6,515,880	\$500,000	\$7,015,880

1. Operations- annual contributions to be billed quarterly per IMSA.
2. Equipment Reserve-one time billing subject to budget and policy approvals.

Issue Report

Michael Payne, Chief Administrative Officer

2022Apr12

Issue

Discharge of a Development Agreement dated 1994Sep12

Discussion

On May 13, 2021 Geoff Muttart, Barrister and Solicitor acting on behalf of William and Paulette Scott advised that they are in the process of selling their property located at 156 Brown Street, Berwick, NS. In the process of searching the title, Mr. Muttart identified an undischarged Development Agreement (DA) attached to their property.

On September 12, 1994 Shalin Enterprises Ltd. entered into a DA (attached) with the Town affecting property on the northeast corner of Brown and Orchard Streets. The lands affected by the DA are shown outlined in blue on the attached map. These lands were subsequently subdivided into two lots (shown in pink and green) with two pieces (shown in yellow) subdivided and added to a neighboring lot.

The DA continued to apply to all of the pieces of the original 1994 lot until 2013 when the Town released the parts shown in yellow. In 1999, the Scott's purchased the land shown in pink (PID 55358097), which would appear to be referred to in the DA as the "northern hay field".

The Scott's request that the DA be discharged as against their property.

Proposal

The DA will continue to apply to the land shown in green.

The Town's Development officer, Chris Millier, has not identified any benefit to the Town or the Scott's to maintain the DA and he recommends it be discharged as against the Scott property.

The Municipal Government Act permits Council to discharge a DA by Policy, in whole or in part, with the concurrence of the property owner pursuant to s.229. Following discharge, the land is subject to the Land Use Bylaw.

Financial Impacts

No financial impacts are anticipated.

Recommendations

UPDATE:

Unfortunately, the resolution adopted by Council on May 25, 2021 referred to the registration particulars of a 1978 deed instead of the DA.

As things currently stand, the former resolution as passed cannot be used to discharge the DA. The appropriate remedy would be for Council to adopt a new resolution stating:

THAT the June 8, 2021 resolution of Council approving the discharge of a Development Agreement recorded against the title of PID 55358097 did not refer to the correct recording particulars for the Development Agreement and was intended to refer to Document #7726 recorded in Book 993 at Page 438 on September 21, 1994.

Appendix 'A'

Discharge of a Development Agreement dated 1994Sep12

Parcel Description

PLACE NAME: Brown Street & Orchard Street, Town of Berwick, Kings County, Nova Scotia

TOWN/MUNICIPALITY/COUNTY: Town of Berwick

DESIGNATION OF PARCEL ON PLAN: Lot "1B"

TITLE OF PLAN: Plan of Survey Showing Lot "1B" Subdivision of Lands of Graham J. Keene Enterprises Limited (BK. 1084, PG. 835) & Lot "1C" Subdivision of Lands of Watson Wilson (BK. 1083, PG. 145; BK 1092, PG. 105)

REGISTRATION COUNTY: Kings County

REGISTRATION NUMBER OF PLAN: P10806

REGISTRATION DATE OF PLAN: September 8, 1997

SUBJECT TO a Development Agreement dated September 12, 1994 and recorded in the Registry of Deeds for Kings County on September 21, 1994 in Book 993, at Page 438, and as Document Number 7726.

*** Municipal Government Act, Part IX Compliance ***

Compliance:

The parcel is created by a subdivision (details below) that has been filed under the Registry Act or registered under the Land Registration Act

Registration District: KINGS COUNTY

Registration Year: 1997

Plan or Document Number: P10806



55245658

55237878

55287886

55287874

55238026

55237960

55245666

55245674

55358097

55367528

55245708

55246890

ORCHARD ST

BROWN ST

55527840

55526776

897926768

55511661

37127

33697

55483671



Town of Berwick
Report to Municipal Council
Agenda Item

Subject: March, 2022 Committee of the Whole Recommendations
From: Mike Payne, Chief Administrative Officer
Date: April 12, 2022

The following recommendations to Council are being forwarded from Committee of the Whole (March, 2022), for further discussion and action:

THAT

Council approve the following police priorities for next fiscal year (April 01, 2022 – through to March 31, 2022) as per the Police Services Advisory Committee

- ***Community policing efforts that involve a regular presence in the parks, foot/bicycle patrols downtown, drop-ins at local business and attendance at public events.***
- ***Traffic enforcement on Orchard Street and Main Street East and West.***
- ***Increased presence on the trails around ATV enforcement and illegal encampments adjacent to the trail***