



BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR MEETING

March 19, 2015

Tofield Chambers, Tofield AB

6:00 p.m.

COMMISSION DIRECTORS present at commencement:

Ronald Yarham – Chairman
Brian Ducherer – Vice-Chairman
Harold Conquest – Director
Jason Ritchie - Director
Mark Gibelhaus - Director

ADMINISTRATION present at commencement:

Pierre Breau, P. Eng. – General Manager/Chief Administrative Officer
Juvy Ceniza, CMA – Vice -President, Corporate Services and Chief Financial Officer
Aaron Hills – Vice-President, Operations
Sebastian Rodolfo – Controller
Tina Courtney – Executive Assistant

GUESTS present at commencement:

Meaghan Colpitts, E.I.T. – Assistant Process Engineer
Tariq Medina, E.I.T. – Assistant Process Engineer

ABSENT at commencement:

Bernie Marko - Director

1. Call to Order (Regular Meeting)

CHAIRMAN Yarham called the meeting to order at 5:51 p.m.

2. Additions/Deletions to the Agenda

Item 7.8 was removed due to inadequate amount of information for presentation.

15-025 **MOVED by DIR Conquest that the Agenda be approved with changes as circulated**

CARRIED

3. Reading and Approval of the Minutes

3.1 The Minutes of the Regular Meeting of February 19, 2015

15-028 **MOVED by DIR Ducherer that the Minutes from February 19, 2015 be approved as circulated.**

CARRIED

4. Regular Reports (Consensus Agenda)

4.1 Strategic Plan Priorities Chart Update

4.2 FUAL – Updated

4.3 Financials

.1 Interim Statements 2 months to Feb 28, 2015

.2 Capital Projects Update

15-029 **MOVED by DIR Conquest that the Consensus Agenda be accepted for information as presented.**

CARRIED

5. Conferences/Training

5.1 Board Events Calendar - Updated

6. Correspondence

6.1 As required – Town of Tofield, others.

7. Board Matters

**7.1 RFD – 2014 Audited Financial Statements-motions for:
2014 audited financial statement acceptance;**

15-026 **MOVED by DIR Ducherer that the 2014 Audited Financial statement be accepted as circulated.**

CARRIED

- 2014 auditors letter to management to be accepted;

15-027 **MOVED by DIR Conquest that the 2014 Auditors Letter to management be accepted as presented.**

CARRIED

- Release of \$1 million unrestricted surplus funds;

15-030 **MOVED by DIR Ritchie that the Board release \$1 million from its unrestricted surplus funds for 2015 in accordance with Ministerial Order No. L:039/14.**

CARRIED

- Request to Municipal Affairs to release additional \$2 million unrestricted surplus funds;

15-031 **MOVED by DIR Ducherer that the Board request Municipal Affairs to release in 2015 an additional \$2 million from its unrestricted surplus funds, and the \$300,000 that was declared in 2013.**

CARRIED

- Request to Municipal Members for letters to support our request;

15-032 **MOVED by DIR Gibelhaus that the Board request Municipal Members for letters to support our release request.**

CARRIED

- Create restricted reserve for landfill liability closure per 2014 audited financial statements.

15-033 **MOVED by DIR Ducherer that the Board create a restricted reserve for BMS' landfill closure liability in the amount of \$4,317,617 as per the 2014 audited financial statements.**

CARRIED

- 7.2 RFD – Cell Phone Policy – HUM-010, amendment to expense policy HUM-001.

15-034 **MOVED by DIR Ducherer that the Board approve Policy HUM-010 Cell phone Policy Benefit.**

CARRIED

- 7.3 RFD – Employee Windshield Replacement Policy.

15-035 **MOVED by DIR Ducherer that the Board approve Policy HUM-011 Windshield Benefit Policy.**

CARRIED

- 7.4 BDR – Report on Implementation of Mobile Waste Transfer System, Bruce and Holden.

- Board direction is to continue with the Mobile Waste Transfer System until June 25, 2015.

- 7.5 BDR – Municipal Member Expenses on Public Advisory Committee.

15-036 **MOVED by DIR Conquest that the Board approve per diem payment and reimbursement of kilometrage expenses for the Municipal Member Representatives appointed by the members to assist the Public Advisory Committee retroactive to March 2, 2015 in accordance with current per diem and reimbursement rates for the Public Advisory Committee members appointed by the Board.**

CARRIED

- 7.6 RFD –Funds for Conferences and Seminars for Public Advisory Committee

15-037 **MOVED by DIR Ducherer that the Board approve a re-allocation of funds of up to \$10,000 to provide for PAC member participation in PAC-topic related conferences and seminars.**

CARRIED

7.7 BDR – Report on Possible Composting Facility Opportunity, City of Edmonton

A presentation was given on the possible development of compost curing site at the BMS landfill for the City of Edmonton.

Direction was given to staff to develop more information on the project, including timelines, costs and financial benefits to BMS, present the opportunity to the Public Advisory Committee for their input, and return to the Board with a report.

8. In-Camera Session

8.1 As required

15-038 **MOVED by DIR to go In-Camera at 8:45 p.m.**
CARRIED

15-042 **MOVED by DIR Marko to go Out-of-Camera at 9:25 p.m.**
CARRIED

9. Motions Arising from In-Camera Session

9.1 As required

15-039 **MOVED by DIR Gibelhaus that the Board redraft agreement regarding sale of W4-17-50-15 S ½ with due legal advice from our solicitor.**
CARRIED

15-040 **MOVED by DIR Conquest that we request Municipal Affairs to approve the sale of property W4-17-50-15 S ½.**
CARRIED

15-041 **MOVED by DIR Ritchie that we postpone rent payments from Ewert Farms for W4-17-50-15 S ½ for up to 6 months pending completion of sale and purchase agreement.**
CARRIED

10. Meeting Evaluation

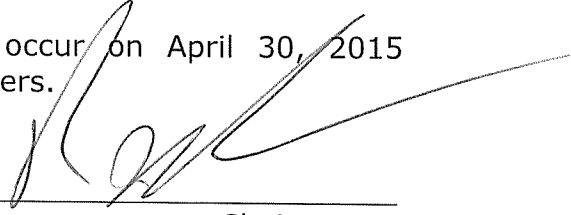
10.1 Director Form

11. Adjournment

11.1 Motion for Adjournment

15-043 **MOVED by DIR Ritchie to adjourn the meeting at 9:30 p.m.**
CARRIED

The next regular meeting of the Board will occur on April 30, 2015 at 6:00 p.m at the Beaver County Council Chambers.



Chairperson



CAO/GM