



BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR MEETING

February 24, 2016

Ryley Village Office, Ryley

5:30 p.m.

COMMISSION DIRECTORS present at commencement:

Ronald Yarham – Chairman
Brian Ducherer – Vice-Chairman
Harold Conquest – Director
Jason Ritchie – Director
Bernie Marko – Director

ADMINISTRATION present at commencement:

Pierre Breau, P. Eng. – General Manager
Juvy Ceniza, CPA/CMA – Chief Financial Officer
Aaron Hills, CET – VP Operations
Mark Lowe – Landfill Manager
Sebastian Rodolfo – Controller
Marilyn Booth – Executive Assistant

GUESTS present at commencement:

Kevin Smook - Reeve

ADMINISTRATION not present at commencement:

Anne Ruzicka – Communications Coordinator

1. Call to Order (Regular Meeting)

CHAIRMAN Yarham called meeting to order at 5:32 pm.

2. Additions/Deletions to the Agenda

2.1 7.6 RFD – Credit Facility Renewal

16 010 *MOVED by DIR. Ducherer 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 January 28, 2016

16 014 *MOVED by DIR. Ducherer that the Regular Minutes be approved with changes 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 2015 Year End.

4.4 Operations Update

As presented by Aaron Hills

4.5 Communications Update

As presented by Pierre Breau

16 015 *MOVED by DIR. Ritchie that the Consensus Agenda be approved as circulated.*

CARRIED

5. Conferences/Training

5.1 Board Events Calendar – Updated

6. Correspondence

6.1 Request for Donation – Beaverhill Rural Crime Watch

6.2 Request for Donation – Tofield Skating Club

6.3 Grant Request – Viking Golf & Country Club

6.4 Facility Update – Clean Harbors

7. Board Matters

7.1 RFD – 2015 Audited Financial Statements

16 011 *MOVED by DIR. Marko that the Board approve the Audited Financial Statements as presented by Yaremchuk and Annicchiarico Chartered Accountants.*

CARRIED

16 012 *MOVED by DIR. Conquest that the Board accept the Management Letter as presented by the auditor.*

CARRIED

16 013 *MOVED by DIR. Conquest that the Board recognize the efforts of Senior Management and BMS Staff on the hard work they have put into keeping BMS finances in order.*

CARRIED

16 016 *MOVED by DIR. Marko that the Board approve the release on February 25, 2016*

the amount of \$2 million from its unrestricted surplus funds in accordance with Ministerial Order No. MSL:139/15.

CARRIED

16 017 **MOVED by DIR. Ducherer that the Board update the restricted reserve for BMS' landfill closure liability from \$4,317,617 to \$4,120,129 as per the audited financial statements.**

CARRIED

16 018 **MOVED by DIR. Ducherer that the Board update the restricted reserve for 2015 capital carry over from \$1,086,000 to \$1,242,200 as per audited financial statements.**

CARRIED

7.2 RFD – 2015 AIP (Annual Incentive Program)

16 019 **MOVED by DIR. Conquest that the Board approve the 2015 Annual Incentive Program Payout in the gross amount of \$431,458.32 on February 29, 2016**

CARRIED

7.3 RFD – Facilitated Strategic Planning Sessions

16 020 **MOVED by DIR. Conquest that the Board approve the budget of up to \$55,000 allocated for development of a Commission strategic plan and for Commission externally-facilitated strategic planning sessions to be tentatively scheduled for April 2016, and that the Board Directors, PAC Chairman and municipal member representatives be invited to attend and participate, as appropriate, and further that external business and governance consultants, Commission lawyers and Commission auditors be invited to present advice and opinions on various strategic alternatives available to the Commission.**

CARRIED

16 021 **MOVED by DIR. Ducherer that the Board approve that Elevate Consulting be hired as a strategic planning and facilitation consultant, from the budget allocation, in accordance with their proposal, for the cost of \$39,680.00 + GST.**

CARRIED



7.4 RFD – Scraper Tender Award

16 022 *MOVED by DIR. Marko that the Board approve a maximum amount of \$1,246,000.00 + GST for award of the landfill scraper unit subject to staff completing demonstration trials of competing vendor units, as presented, and subsequently awarding to the vendor most closely meeting organization requirements, with confirmation report presented at the next Board Meeting.*

CARRIED

7.5 RFD – Sale of Surplus Equipment

16 023 *MOVED by DIR. Ritchie that the equipment and assets presented, at a book value of \$631,389.89 and a depreciated net book value of \$73,500.00, be declared surplus to Commission operations, and sold to the highest bidder, with bids obtained through tendered public auction, and further that none of these assets were purchased, in whole or in part, with provincial funding, such offer of sale to take place upon approval of the Minister of Municipal Affairs.*

CARRIED

16 024 *MOVED by DIR. Ducherer that the Board requests the Minister of Municipal Affairs to approve this offer of sale*

CARRIED

7.6 RFD – Credit Facility Renewal

16 025 *MOVED by DIR. Ducherer that the Board approve the renewal of the Municipal Revolving Credit Line with ATB Financial in accordance with the resolution document provided.*

CARRIED

8. In-Camera Session

16 026 *MOVED by DIR. Marko to go in camera at 7:33PM.*

CARRIED

16 027 *MOVED by DIR. Ducherer to go out of camera at 8:42 PM*

CARRIED



9. Motions Arising from In-Camera Session

N/A

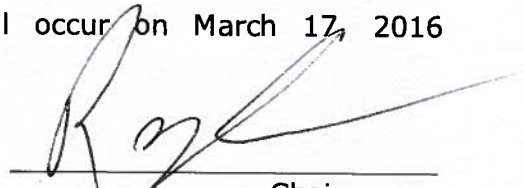
10. Meeting Evaluation

N/A

11. Adjournment

16 028 MOVED by DIR. Ritchie to adjourn the meeting at 8:43 PM

The next regular meeting of, the Board will occur on March 17, 2016 at 6:00 pm at Tofield Chambers, Tofield.


Chairperson


GM