

## **BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION**

### **REGULAR MEETING**

**June 23, 2016**

**Holden Council Chambers, Holden**

**6:00 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  
Anne Ruzicka – Communications Coordinator  
Mark Lowe – Landfill Manager  
Jeanie DeGrande – CHRP, Human Resources/Payroll Manager  
Marilyn Booth – Executive Assistant

ADMINISTRATION not present at commencement:

Aaron Hills, CET – VP Operations

#### **1. Call to Order (Regular Meeting)**

CHAIRMAN Yarham called meeting to order at 5:48 pm.

#### **2. Additions/Deletions to the Agenda**

- |     |     |  |
|-----|-----|--|
| 2.1 | 6.3 | Deleted and transferred as RFD 7.2.                                      |
| 2.2 | 7.2 | Added – RFD – Cycle 1 Grant Recommendation                               |
| 2.3 | 7.2 | Deleted – RFD – Capital Projects Stage 8-B Proposal                      |
| 2.4 | 7.3 | Deleted – RFD – Course Funding to PAC Members                            |
| 2.5 | 7.6 | Added – RFD – AIP Weight Allocation Changes                              |
| 2.6 | 7.7 | Added – BDR – PAC Member Appointees update                               |
| 2.7 | 7.8 | Added – BDR – Presentation Regarding Strategic Planning on June 27, 2016 |

**16 062 Moved by DIR. Marko that the Agenda be approved with amendments.**

**CARRIED**

#### **3. Reading and Approval of the Minutes**

- 3.1 The Minutes of the Regular Meeting of May 19, 2016

**16 063 MOVED by DIR. Conquest that the Regular Minutes be approved as presented.**

**CARRIED**

- 3.2 The Minutes of the Special Board Meeting of June 16, 2016

**16 064 MOVED by DIR. Conquest that the Special Board Meeting Minutes be approved as presented.**

**CARRIED**

**4. Regular Reports (Consensus Agenda)**

- 4.1 FUAL Updated -
- 4.2 Financials Report
- 4.3 Operations Report -
- 4.4 Communications Report – N/A

**16 065** ***MOVED by DIR. Ritchie that the Consensus Agenda be accepted for information as circulated.***

**CARRIED**

**5. Conferences/Training**

- 5.1 Board Events Calendar – Updated  
Noted that a July Board Meeting will not be held.

**6. Quarterly / Annual Reports**

- 6.1 Annual Environmental Compliance Report – Operations  
As presented by Mark Lowe
- 6.2 Annual Quarterly Report I & II – Communications  
As presented by Anne Ruzicka

**7. Board Matters**

- 7.1 RFD – Appointment of Financial Auditors Yaremchuk & Annichiaricco

**16 066** ***MOVED by DIR. Ducherer that the Board approve Yaremchuk and Annichiaricco be appointed as external financial auditors to the Board of Directors of the Beaver Regional Waste Management Services Commission for the 2016 fiscal year to conduct such audit services as required to comply with the requirements of the Municipal Government Act.***

**CARRIED**

- 7.2 RFD – Cycle 1 Grant Recommendation

**16 067** ***MOVED by DIR. Conquest that the Board approve the recommended grant awards to Ryley Fire Department (\$5000), the Holden Junior Cattlemen Society (\$3500) and Holden Seniors Club (\$2800).***

**CARRIED**

- 7.3 RFD – Annual Commission Report.

**16 068** ***MOVED by DIR Ducherer that the Board approve the 2015 Annual Commission Report as presented.***

**CARRIED**

7.4 RFD – Adoption of New and Revised Board Policies.

**16 070** *MOVED by DIR. Marko that the Board approve the revised policy BRD-001 Board of Directors Code of Conduct Guidelines, as presented.*

**CARRIED**

**16 071** *MOVED by DIR. Ritchie that the Board approve the new policy BRD-005 Strategic and Business Planning Policy, as presented.*

**CARRIED**

**16 072** *MOVED by DIR. Conquest that the Board approve the new policy BRD-006 Board Mandate Visions and Values Policy, as presented.*

**CARRIED**

**16 073** *MOVED by DIR. Ducherer that the Board approve the new policy BRD-007 Board and Organizational Priorities Policy, as presented.*

**CARRIED**

**16 074** *MOVED by DIR. Marko that the Board approve the revised policy HUM-001 Code of Ethics and Responsibilities, as presented.*

**CARRIED**

7.5 RFD - (AIP) Annual Incentive Program Weight Allocation Changes

**16 069** *MOVED by DIR. Marko that the Board approve the weight allocation changes for Grades 9 to 13 as presented.*

**CARRIED**

7.6 BDR – PAC Member Appointees

General Manager explained that dates for reappointing the PAC Members is due in November and the Board needs to decide if they would like to reappoint the current members, or if they have suggestions for any new members to be appointed. General Manager stated he will advise the PAC members at their June 28 meeting of the pending reappointments and a formal RFD will be presented to the Board at its August 2016 meeting.

7.7 BDR – Strategic Planning Session for June 27, 2016

General Manager presented a slide show to the Board in regards to what will be discussed at the Strategic Planning Road Map and Action Plan Session to joint Councils on June 27, 2016. Presentation to be made June 27, 2016.

8. In-Camera Session

**16 075** *MOVED by DIR. Marko to go in-camera at 8:45pm*

**CARRIED**

**16 076 MOVED by DIR. Ducherer to go out of camera at 8:55pm.**

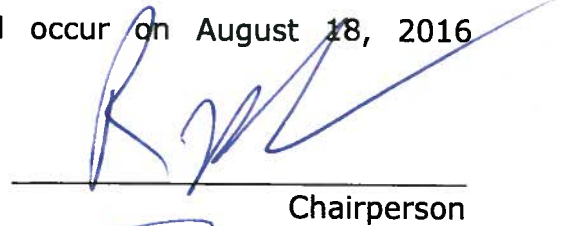
**CARRIED**

9. Motions Arising from In-Camera Session
10. Meeting Evaluation – As required.
11. Adjournment

**16 077 MOVED by DIR. Marko to adjourn the meeting at 8:56pm**

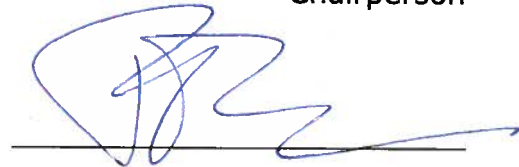
**CARRIED**

The next regular meeting of, the Board will occur on August 18, 2016 at 6:00 pm at Tofield Chambers, Tofield.



---

Chairperson



---

GM