



BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR MEETING

November 17, 2016

Village of Ryley

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
Aaron Hills, CET – VP Operations
Jeanie DeGrande, CHRP – Human Resources/Payroll Manager
Anne Ruzicka – Communications Coordinator
Marilyn Booth – Executive Assistant

ADMINISTRATION not present at commencement:

Mark Lowe – Landfill Manager
Sebastian Rodolfo – Financial Controller

1. Call to Order (Regular Meeting)

CHAIRMAN Yarham called meeting to order at 5:41 pm

2. Additions/Deletions to the Agenda

2.1 6.7 – FIO – Request from Revenue Canada, Director Income Tax

16 144 MOVED by DIR. Ducherer to accept the agenda with changes.

CARRIED

3. Reading and Approval of the Minutes

3.1 The Minutes of the Regular Meeting of October 20, 2016

16 145 MOVED by DIR. Conquest that the Regular Minutes be approved as presented.

CARRIED

4. Regular Reports (Consensus Agenda)

- 4.1 FUAL Updated
- 4.2 Financial Report
- 4.3 Communications Report

16 146 MOVED by DIR. Ritchie that the Consensus Agenda be accepted for information as circulated.

CARRIED

5. Conferences/Training

- 5.1 Board Events Calendar – Updated

6. Board Matters

- 6.1 RFD – Quarterly Operations Report

16 147 *MOVED by DIR. Marko that the Board accept the Quarterly Operations Report for information as circulated.*

CARRIED

- 6.2 FIO – Business Plan 2017

General Manager and Chief Financial Officer presented the 2017 Financial Scenarios to the Board for information regarding Beaver Municipal Solutions financial planning for the five year period, 2017 – 2016. The detailed Business Plan will be presented to the Board at the December 2016 regular meeting.

- 6.3 RFD – Changes to Communications Policy BRD-004

16 148 *MOVED by DIR. Ducherer that the Board approve amendments to BRD-004 to accurately reflect a preferred distribution process. Amendments were to include the deletion of "and municipal member CAO's" from current Guideline 1d of the policy in review.*

CARRIED

- 6.4 RFD – Stage 7 Landfill Cell Engineering Design

16 149 *MOVED by DIR. Marko that the consulting engineering firm of AMEC Foster Wheeler be engaged in accordance with their proposal, with an additional 10% contingency allowance, in order to design the Stage 7 landfill cell, for the value of \$101,530.00, plus GST.*

CARRIED

- 6.5 RFD – New and Revised Board Policies

16 150 *MOVED by DIR. Ritchie that the Board approve the new policy, HUM-015 – Extended Hours Premium Policy, as presented;*

CARRIED

16 151 *MOVED by DIR. Conquest that the Board approve the new policy, HUM-016 – Inclement Weather Policy, as presented;*

CARRIED

6.6 RFD – Steering Committee Member

16 152 ***MOVED by DIR. Ducherer that upon formal request participation, the GM of Beaver Municipal Solutions and the Chairman of the Board be formally appointed to the Steering Committee to review incorporation of the Commission..***

CARRIED

6.7 FIO – Request from Revenue Canada

DIR. Ducherer brought forward a message from CRA noting, that as Board of Directors for Municipal Commission our board members are taxed at a different rate. BMS has been asked to amend T4s to show the portion of their income that is not taxable. Human Resources will review and report promptly on the matter.

7. In-Camera Session

16 153 ***MOVED by DIR. Marko to go in-camera at 7:14pm.***

CARRIED

16 154 ***MOVED by DIR. Ducherer to go out-of-camera at 7:19pm.***

CARRIED

8. Motions Arising from In-Camera Session

16 155 ***MOVED by DIR. Ritchie to have Lucy Upham be the selected youth candidate for the Public Advisory Committee vacancy.***

CARRIED

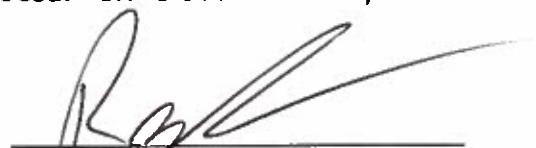
9. Meeting Evaluation Forms - Completed

10. Adjournment

16 156 ***MOVED by DIR. Ducherer to adjourn the meeting at 7:20pm.***

CARRIED

The next regular meeting of, the Board will occur on December 15, 2016 at 6:00 pm at Tofield Chambers.



Chairperson



A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a solid horizontal line.

GM