

## BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

### REGULAR MEETING

February 23, 2017

Tofield Chambers, Tofield

4:00 p.m.

#### COMMISSION DIRECTORS present at commencement:

Ron 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  
Sebastian Rodolfo – Financial Controller  
Anne Ruzicka – Communications Coordinator  
Marilyn Booth – Executive Assistant

#### ADMINISTRATION absent from commencement:

Mark Lowe – Landfill Manager

#### GUESTS present at commencement

Meaghan Colpitts – EIT – Engineering Coordinator  
Russell Kowalchuk – SCT - Supervisor of Collection and Transportation

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

CHAIRMAN Yarham called meeting to order at 4:00 PM

### 2. Additions/Deletions to the Agenda

- 2.1 6.7 BDR – Request for Release of Surplus Funds  
2.2 6.4 PAC Committee Report to be presented as an RFD as opposed to an FIO.

**17 011** *MOVED by DIR. Marko to accept the agenda with the changes as presented.*

**CARRIED**

### 3. Reading and Approval of the Minutes

- 3.1 The Minutes of the Regular Meeting of January 26, 2017

**17 017** *MOVED by DIR. Conquest that the Minutes from the Regular Meeting of January 26, 2017 be approved as presented.*

**CARRIED**

### 4. Regular Reports (Consensus Agenda)

- 4.1 FUAL Updated  
4.2 Communications Report  
4.3 HR Report

**17 018** ***MOVED by DIR. Conquest 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 – Annual Auditors Report and Financial Results**

**17 012** ***MOVED by DIR. Conquest that the Commission release funds in the amount of \$1,242,200.00 from the restricted capital reserve covering prior year capital projects completed in 2016.***

**CARRIED**

**17 013** ***MOVED by DIR. Ducherer that the Commission set aside funds to the restricted capital reserve in the amount of \$254,267.00 to pay for incomplete capital projects from fiscal year 2016 that will be completed in fiscal year 2017.***

**CARRIED**

**17 014** ***MOVED by DIR. Ritchie that the Commission restrict \$4,699,063.00 covering closure and post closure liability and set aside \$338,299.60.00 to the post closure investment account in accordance with the calculation in the 2016 audited financial statements and Board policy FIN-006 – Reserves.***

**CARRIED**

**17 015** ***MOVED by DIR. Marko that the Auditor's management report and the 2016 Audited Financial Statements of the Commission be approved, as presented.***

**CARRIED**

**17 016** ***MOVED by DIR. Ducherer that the Commission declare release of \$2,000,000.00 in unrestricted surplus funds to the municipal members in accordance with Ministerial order MSL:139/15 and Board policy FIN-011 – Distribution of Surplus.***

**CARRIED**

6.2 **RFD – AIP Metrics Annual Report and AIP Awards 2016**

**17 019** ***MOVED by DIR. Conquest that the Board approve the 2016 Annual Incentive Program payout in the gross amount of \$494,431.00 on March 1, 2017.***

**CARRIED**

**6.3 RFD – Quarterly Operations Report**

**17 020** *MOVED by DIR. Ducherer that the Board approve the Quarterly Operations Report as is presented.*

**CARRIED**

**6.4 RFD – PAC Committee Report**

**17 021** *MOVED by DIR. Marko that the Board accept the Public Advisory Committee Annual Report 2016 as presented.*

**CARRIED**

**6.5 FIO – Lindbrook Transfer Station Improvements Presentation**

Communications Coordinator presented a PowerPoint Presentation to the Board regarding improvements to the Lindbrook Transfer Station. The site will be that of a pilot project.

**6.6 RFD – Award of Construction Contract BMS-2017-12**

**17 022** *MOVED by DIR. Conquest that the Board award the construction contract for Stage 8-B/7-A Landfill Cell to BTO Contracting Ltd. for a total including contingency of \$4,208,427.84 plus GST.*

**CARRIED**

**6.7 BDR – Request for Release of Surplus funds for 2018 & 2019**

General Manager Breau asked the Board for direction regarding a letter from Beaver County reflecting on Council Motion (17-028) for Beaver Municipal Solutions to process a request to the Minister of Municipal Affairs for Permission to Distribute Surplus Funds in 2018 and 2019. Board Direction was given to the GM to prepare and submit a report to the Board, in due course, regarding the financial impact on the Commission of additional distributions.

**7. In-Camera Session –**

**7.1** **17 023** *MOVED by DIR. Ducherer to go in camera at 6:15 PM.*

**CARRIED**

**7.2** **17 025** *MOVED by DIR. Ducherer to go out of camera at 6:59 PM.*

**CARRIED**

**7.3** **17 026** *MOVED by DIR. Ducherer to go in camera at 7:02 PM.*

**CARRIED**

**7.4** **17 028** *MOVED by DIR Marko to go out of camera at 7:14 PM.*

**CARRIED**

**8. Motions Arising from In-Camera Session**

**8.1** **17 024** *MOVED by DIR. Conquest that the agreement regarding land at SE/NE 15-50-17-W4 be amended, as presented.*

**CARRIED**

8.2            **17 027**        **MOVED by DIR. Marko that the General Manager's AIP review be approved, as discussed.**

**CARRIED**

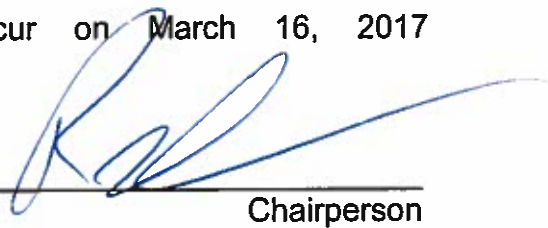
9.        Meeting Evaluation Forms - Completed

10.       Adjournment

**17 029**        **MOVED by DIR. Marko to adjourn the meeting at 7:15 PM.**

**CARRIED**

The next regular meeting of, the Board will occur on March 16, 2017 at 5:00 pm at Village of Ryley Office.

  
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Chairperson

  
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GM