

BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR MEETING

September 21, 2017

Village of Ryley

5:00 p.m.

COMMISSION DIRECTORS present at commencement:

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

ADMINISTRATION present at commencement:

Pierre Breau, P. Eng. – General Manager
Juvy Ceniza, CPA/CMA – Chief Financial Officer
Jeanie DeGrande, CHRP - Human Resources/Payroll Manager
Anne Ruzicka – Communications Coordinator
Marilyn Booth – Executive Assistant

ADMINISTRATION absent at commencement

Meaghan Neufeld, EIT – Engineering Coordinator
Mark Lowe – Landfill Manager

1. Call to Order (Regular Meeting)

CHAIRMAN Yarham called meeting to order at 5:02 PM.

2. Additions/Deletions to the Agenda

2.1 Addition 6.7 – RFD – Bin Agreement between BMS and Beaver County

2.2 Addition 6.8 – RFD – Member Distribution and Restricted Reserves

17 087 *MOVED by DIR. Marko to accept the agenda, with amendments.*

CARRIED

3. Reading and Approval of the Minutes

3.1 The Minutes of the Regular Meeting of August 17, 2017

17 088 *MOVED by DIR. Conquest that the Minutes from the Regular Meeting of August 17, 2017 be approved, as presented.*

CARRIED

4. Regular Reports (Consensus Agenda)

4.1 FUAL Updated
4.2 Financial Report ending August 31, 2017
4.2 Operations Update
4.3 Communications Update
4.4 HR/P Update

17 089

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

CARRIED

5. Conferences/Training

- 5.1 Board Events Calendar – Updated
- 5.2 Ministerial Order – 084/17

6. Board Matters

- 6.1 **FIO – Highway Litter Project**
Communications Coordinator provided follow up on the ground work for development of the Highway Litter program to the Committee explaining that the current Highway/Annual litter clean-up program for community groups has been submitted for review by Alberta Transportation

- 6.2 **BDR – Funding Request Bathgate Water Co-op**
The Board suggests for BMS review this topic at a later date and present a draft regarding analysis and recommendations for large funding requests for regional commissions and local service foundations and societies.

- 6.3 **RFD – Revision to HUM-004 – Occupational Health & Safety Policy**

17 090 MOVED by DIR. Ducherer that the Board approve amendments to HUM-004 to include the addition of the Joint Worksite Health and Safety Committee as presented.

CARRIED

- 6.4 **RFD – Revision to FIN-009 – Purchasing Policy**

17 091 MOVED by DIR. Ducherer that the Board approve the revised policy FIN-009 – Purchasing as presented.

CARRIED

- 6.5 **FIO – Annual Insurance and Risk Management**
For Information purposes, the Committee was presented with the “Annual Report” regarding BMS’ comprehensive insurance policy programs, as well as recommendations on the mitigation of future loss claims.

- 6.6 **RFD – Award of Tender BMS-2017-002 - Dozer**

17 092 MOVED by DIR. Marko that the Board approve the purchase of a Foton Lovol/SD-22 Track-Type Dozer from Evolution Mechanical Ltd. for the amount of \$379,000.00 + GST.

CARRIED

- 6.7 **RFD – Bin Agreement between BMS and Beaver County**

17 093 MOVED by DIR. Ducherer that the agreement between BMS and Beaver County to provide BMS residential bin services to residents within the area identified in Beaver County Policy ADM-024 be approved.

CARRIED

- 6.8 **RFD – Member Distribution and Restricted Reserves**
Discussion was held regarding transfer of BMS unrestricted additional surplus to restricted reserve for future capital projects, based on staff five-year financial performance estimates.

17 094 *MOVED by DIR. Marko that BMS puts \$10 Million from unrestricted additional surplus into a restricted reserve for future capital projects.*

CARRIED

7. In-Camera Session –

17 094 *MOVED by DIR. Ducherer to go in-camera at 6:31 PM.*

CARRIED

17 095 *MOVED by DIR. Conquest to go out-of-camera at 6:56 PM*

CARRIED

8. Motions Arising from In-Camera Session – N/A

17 096 *MOVED by DIR. Conquest that the recommended employee payout agreement be approved as presented.*

CARRIED

17 097 *MOVED by DIR. Conquest that the 2017 AIP parameters for the General Manager be approved as presented.*

CARRIED

9. Meeting Evaluation Forms - Completed


10. Adjournment

17 098 *MOVED by DIR. Conquest to adjourn the meeting at 6:57 PM.*

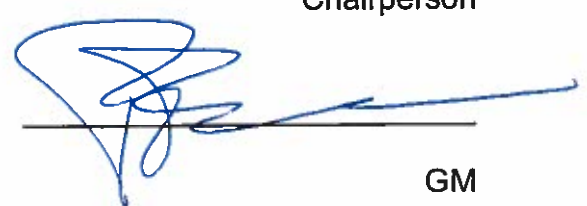
CARRIED

****Next special meeting of the Board will occur on November 2, 2017 at 9:00 AM for Board Orientation presentations for the new BMS Board of Directors. Location to be determined.****

The next regular meeting of, the Board will occur on November 16, 2017 at 5:00 pm at Town of Tofield.



Chairperson



GM