

BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR BOARD MEETING

Date: March 22, 2018
Location: Village of Ryley
Time: 5:00 P.M.

COMMISSION DIRECTORS present at commencement:

Chairman: Brian Ducherer
Vice-Chairman: Harold Conquest
Director: Jason Ritchie
Director: Kevin Smook
Director: Mark Giebelhaus

ADMINISTRATION present at commencement:

General Manager: Pierre Breau, P.Eng
Chief Financial Officer: Juvy Ceniza, CPA/CMA
HR/Payroll Manager: Jeanie DeGrande, CHRP
BDR Manager: Greg Olson
PCS: Anne Ruzicka
Landfill Manager: Mark Lowe

MINUTES OF MEETING:

Executive Assistant: Marilyn Booth

1. Call to Order (Regular Meeting)

Chairman Ducherer called the meeting to order at 5:05 pm.

2. Additions/Deletions to the Agenda

2.1 Change 6.4 – FIO - MCC Business Plan has been changed to be a BDR.

18 024 *Moved by Dir. Smook to approve the agenda with amendments as presented.*

Carried

3. Reading and Approval of the Minutes from the February 22, 2018 Regular Meeting.

18 025 *Moved by Dir. Ritchie that the Minutes from the Regular Meeting of February 22, 2018 be approved, as presented.*

Carried

4. Regular Reports (Consensus Agenda)

4.1 FUAL Updated
4.2 Financial Update Ending February 28, 2018
4.3 Communications Update
4.4 HRP/Update

18 026 *Moved by Dir. Giebelhaus that the Consensus Agenda be accepted for information, as circulated.*

Carried

5. Conferences/Training

5.1 Board Events Calendar – Updated
5.2 ICD Custom Course – Verbal Report

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Board direction was given to proceed with development of a customized Director education program and retreat, tentatively scheduled between June 25 – 29, 2018, costs to be confirmed at April 2018 Board Meeting

6. Board Matters

6.1 RFD – Quarterly Operations Report

18 027 *Moved by Dir. Ritchie that the Board approve the Quarterly Operations Report as presented.*

Carried

6.2 RFD – Capital Reserve Carry Forward – 2017 Unfinished Projects

18 028 *Moved by Dir. Conquest that the Commission release funds in the amount of \$254,267.00 from the restricted capital reserve covering prior year capital projects completed in 2017.*

Carried

18 029 *Moved by Dir. Ritchie that the Commission set aside funds to the restricted capital reserve in the amount of \$1,679,127.00 to pay for incomplete capital projects from fiscal year 2017 that will be completed in fiscal year 2018.*

6.3 BDR – AIP Metrics Report

Staff presented a report explaining proposed changes to Policy HUM-014 Performance Management and Annual Incentive Plan. Board direction was given to fully review the proposed policy changes and discuss 2018 corporate metrics at the scheduled Policy Committee meeting, April 6, 2018

18 030 *Moved by Chairman Ducherer to call a 5 minute refreshment break at 7:19 PM.*

Carried

18 031 *Moved by Chairman Ducherer to re-convene meeting at 7:26 PM.*

Carried

6.4 BDR – MCC Business Plan

Staff presented a report recommending a management consultant be engaged to assist in completing a detailed business plan with regard to the MCC Municipal Member due diligence review. Board direction was given to staff to request proposals from qualified consultants and present results and recommendation on award to the Board no later than the April 2018 Board Meeting.

7. In-Camera Session –

18 032 *Moved by Director Ritchie to go in-camera at 7:56 PM.*

Carried

18 034 *Moved by Director Giebelhaus to go out of camera at 8:31 PM.*

Carried

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8. Motions Arising from In-Camera Session –

8.1 Reschedule April 26, 2018 Board Meeting

18 033 *Moved by Director Smook that the regular Board Meeting scheduled for April 26, 2018 be re-scheduled for April 25, 2018.*

Carried

8.2 Year to date verbal tonnage report presented by Business Development Manager.

9. Meeting Evaluation Forms - Completed

10. Adjournment

18 035 *Moved by Chairman Ducherer to adjourn the meeting at 8:45 PM.*

Carried

*The next Regular meeting of the Board will be on April 25, 2018 at Village of Ryley.



Chairperson



GM