

## BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

### REGULAR BOARD MEETING

Date: January 24, 2019  
Location: Tofield Chambers  
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

### COMMISSION DIRECTORS absent at commencement:

N/A

### ADMINISTRATION present at commencement:

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

### ADMINISTRATION absent at commencement:

P/ME Cam Borton, P. Eng., PMP

### MINUTES OF MEETING:

EA Marilyn Booth

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

Chairman Ducherer called the meeting to order at 5:00 p.m.

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

2.1 Addition 7.5 – BDR – Resident Transfer Station

2.2 Change 7.1 – BDR - Y&A Auditors Communication to Commissioners,  
was presented as an FIO

19 004 *Moved by Dir. Ritchie to approve the agenda with amendments  
as presented.*

*Carried*

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

3.1 Minutes of the Regular Meeting of December 13, 2018

19 005 *Moved by Dir. Conquest that the Minutes from the Regular  
Meeting of December 13, 2018 be approved, as presented.*

*Carried*

3.2 Minutes of the Special Meeting of January 17, 2019.

19 006 *Moved by Dir. Conquest that the Minutes of the Special Board  
Meeting of January 17, 2019 be approved, as presented.*

*Carried*

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### 4. Closed Session – FOIP – Division 2 – Section 8

**19 007** *Moved by Dir. Ritchie to go into Closed Session at 5:05 p.m.*

*Carried*

**19 008** *Moved by Dir. Conquest to re-open the Closed Session to the public at 5:55 p.m.*

*Carried*

### 5. Regular Reports – Consensus Agenda

- 5.1 Follow up Action List (FUAL)
- 5.2 Operations Update
- 5.3 Program & Communications Update
- 5.4 HRP Update

**19 009** *Moved by Dir. Giebelhaus to approve the Consensus Agenda for information, as circulated.*

*Carried*

### 6. Conferences/Training/Correspondence

- 6.1 Events Calendar
- 6.2 AUMA Convention – Harold Conquest

It was brought to the attention of BMS Staff that the AUMA Convention in September is scheduled at same time as a Regular Board Meeting, and that the Board Meeting be changed to another date that is convenient for all. Change in the date will be considered at future meeting.

### 7. Board Matters

- 7.1 FIO – Y & A Auditors Communication to Commissioners  
At the January 17, 2019 Special Board Meeting, the Board requested Y&A Chartered Accountants to present their audit process for the 2018 audit. Ted Mastikas of Yaremuchuk and Annichiaricco Chartered Accountants presented the information to the Board.

- 7.2 RFD – Quarterly Interim Financial Report

**19 010** *Moved by Dir. Ritchie that the Board approve the 2018 Unaudited Financial Reports as presented.*

*Carried*

- 7.3 RFD – Grant Requests for Municipal Entities

**19 011** *Moved by Dir. Conquest that consideration of requests for infrastructure grants, to municipal members and regional services commissions, be delayed until the decision is made by the municipal members confirming whether BMS will be transitioned to a Municipally-Controlled Corporation.*


*Carried*


- 7.4 FIO – 5 Year Business Plan Alternatives  
Chief Financial Officer presented a comparative financial result forecasting up to next 5 years of actual and worst case scenarios regarding BMS' projected revenue.

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- 7.5 BDR – Resident Transfer Station.  
Chairman Ducherer expressed concern regarding out-of-county residents disposing of solid waste at BMS transfer stations for no-fee, similar to in-county residents. The Board directed staff to return with a proposal identifying programs that would be implemented to curtail these occurrences.
8. In Closed Session – FOIP - Section 2 (16)
- 19 012 *Moved by Dir. Ritchie to go into Closed Session at 7:40 p.m.*
- Carried*
- 19 013 *Moved by Dir. Smook to re-open the Closed Session to the public at 8:40 p.m.*
- Carried*
9. Motions Arising from In-Closed Session
- 19 014 *Moved by Dir. Giebelhaus that the contract between KBL Logistics and Beaver Municipal Solutions be accepted, as presented.*
- Carried*
10. Meeting Evaluation Forms – N/A
11. Adjournment
- 19 015 *Moved by Chairman Ducherer to adjourn the meeting at 8:41 p.m.*
- Carried*

The next Regular meeting of the Board will be February 21, 2019

  
Chairperson

  
GM