

BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR BOARD MEETING

Date: April 25, 2019
Location: Village of Ryley
Time: 3:00 PM

COMMISSION DIRECTORS present at commencement:

Chairman: Brian Ducherer
Vice-Chairman: Harold Conquest, BSc, ICD.D
Director: Mark Giebelhaus
Director: Kevin Smook

COMMISSION DIRECTORS absent at commencement:

Director: Jason Ritchie, BBA

ADMINISTRATION present at commencement:

General Manager: Pierre Breau, P. Eng., ICD.D
Chief Financial Officer: Juvy Ceniza, CPA/CMA
Operations Manager: Mark Lowe
PCS: Anne Ruzicka
P/ME: Cam Borton, P. Eng., PMP

GUESTS present at commencement:

BMS HSE Coordinator: Iris Robinson
ATB Financial: Jaclyn Perrot

ADMINISTRATION absent at commencement:

BDR Manager: Greg Olson
HR/Payroll Manager: Jeanie DeGrande. CHRP

MINUTES OF MEETING:

EA Marilyn Booth

1. Call to Order (Regular Meeting)

Chairman Ducherer called the meeting to order at 3pm.

2. Additions/Deletion/Changes to the Agenda

19 054 Moved by Dir. Smook to approve the agenda, as presented.

Carried

3. Reading and Approval of the Minutes:

3.1 Minutes of the Regular Meeting of March 21, 2019

19 055 Moved by Dir. Conquest that the Minutes from the Regular Meeting of March 21, 2019, be approved, as presented.

Carried

3.2 Minutes of the Special Meeting of April 9, 2019

19 056 Moved by Dir. Giebelhaus that the Minutes from the Special Meeting of April 9, 2019, be approved as presented.

Carried

4. Regular Reports – Consensus Agenda

- 4.1 Follow up Action List (FUAL)
- 4.2 Operations Update
- 4.3 Program & Communications Update

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4.4 HRP Update

19 057 *Moved by Dir. Conquest to approve the Consensus Agenda for information, as circulated.*

Carried

5. Conferences/Training/Correspondence

5.1 Calendar of Events

6. Board Matters

6.1 FIO – ATB Wealth Presentation

For information, ATB Wealth's, Jaclyn Perrot presented information regarding investment mandates per the MGA, historical fund performance and comparison to relevant benchmarks and fee structure. Directors requested further information from staff, be provided proposing the strategies for improving BMS' portfolio structure at a future Board Meeting.

6.2 RFD – Quarterly Financial Report

19 058 *Moved by Dir. Ritchie that the Interim Financial Statements for the period ending March 31, 2019 be accepted, as presented.*

Carried

6.3 RFD – 2019 AIP Corporate Financial Metrics

Proposed financial targets (40%)

Revenue (5%)	\$22,440,000 budgeted
New multi-year contract(s) (5%)	\$400,000 (based on current Parkland contract)
Net income (25%)	\$5,030,800 budgeted
Return on Assets (5%)	11.6% (2 year average)

19 059 *Moved by Dir. Giebelhaus that the Board approve the 2019 AIP corporate financial targets, as presented.*

Carried

19 060 *Moved by Chairman Ducherer to take 30 minute recess for dinner at 5:15 pm.*

Carried

19 061 *Moved by Chairman Ducherer to resume commencement at 5:45 pm.*

Carried

6.4 FIO – BMS-2019-002 – New Administration Office Building

GM Breau presented a PowerPoint presentation to the Board on BMS' proposed design for a new Administrative Office Building. It was recommended by members of the Board that the plans to submit an RFP to select a design-builder, be postponed until the Directors have communicated the plan with their Councils. Follow-up from these discussions will be communicated to BMS Staff at the next Regular Board Meeting.

6.5 FIO – Asbestos Handling Report

Landfill Manager and HSE Coordinator presented the Board with a detailed report and documentation from OH&S representatives, confirming BMS' compliance for

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proper procedures and practices on handling asbestos waste that is being transported to BMS for disposal in the wake of a received complaint.

6.6 FIO – Carbon Dioxide Emission Reduction Report

General Manager Breau explained, that the, BMS landfill had become a registered Carbon Competitive Incentive Regulation (CCIR) facility in 2017 and that, a facility benchmark needed to be assigned to BMS. GM Breau confirmed the process had been recently completed and explained that a benchmark was assigned based on our facility's historical emissions. However, BMS will be in contact with relevant officials requesting a more realistic benchmark for our facility be considered.

Plans to mitigate the amount of Greenhouse Gas (GHG) coming from the landfill are in process. The executive summary of the recently completed landfill gas feasibility study was presented. The next step is to implement physical testing of landfill gas emissions at the landfill facility

7. In Closed Session – FOIP - Section 2 (16)

19 062 *Motion to go in-session moved by Dir. Conquest at 6:35 pm.*

Carried

19 063 *Motion to go out-of-session moved by Dir. Smook at 7:40 pm.*

Carried

19 064 *Motion to notify public to return to open meeting moved by Dir. Smook at 7:41 pm.*

Carried

8. Motions Arising from In-Closed Session N/A

9. Meeting Evaluation Forms – Completed

10. Adjournment

19 065 *Moved by Dir. Giebelhaus to adjourn the meeting at 7:42 pm.*

Carried

The next Regular meeting of the Board will be May 30, 2019 at the Village of Ryley Office.



Chairperson



GM