

BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR BOARD MEETING

Date: December 12, 2019
Location: Village of Ryley
Time: 1:00 PM

COMMISSION DIRECTORS present at commencement:

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

COMMISSION DIRECTORS absent at commencement:

N/A

ADMINISTRATION present at commencement:

General Manager: Pierre Breau, P. Eng., ICD.D
PCS: Anne Ruzicka
HR/Payroll Manager: Jeanie DeGrande, CHRP
P/ME Megan McBain-Tannas, E.I.T.
Engineering Coordinator: Meaghan Neufeld., M.Sc.E., E.I.T.
Operations Manager: Mark Lowe
P&C Assistant: Andrew Sorenson
EA Marilyn Booth

ADMINISTRATION absent at commencement:

Chief Financial Officer: Juvy Ceniza, CPA/CMA
P/ME Cam Borton, P. Eng., PMP
BDM: Greg Olson

1. Call to Order (Regular Meeting)

Chairman Ducherer called the meeting to order at 1:05 pm.

2. Additions/Deletion/Changes to the Agenda

2.1 Addition – 5.3 – Letter from Town of Tofield

2.2 Addition – FOIP – Section 21

19 177 *Moved by Dir. Giebelhaus to approve the agenda, with amendments.*

Carried

3. Reading and Approval of the Minutes:

3.1 Minutes of the Organizational Meeting of November 28, 2019.

19 178 *Moved by Dir. Conquest that the Minutes from the Organizational Meeting of November 28, 2019, be approved, as presented.*

Carried

3.2 Minutes of the Regular Meeting of November 28, 2019.

19 179 *Moved by Dir. Smook that the Minutes from the Regular Meeting of November 28, 2019, be approved, as presented.*

Carried

4. Regular Reports – Consensus Agenda

4.1 Follow up Action List (FUAL)

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19 180 *Moved by Dir. Conquest to approve the Consensus Agenda for information, as circulated.*

Carried

5. Conferences/Training/Correspondence

5.1 Calendar of Events

5.2 PAC Meeting Minutes

5.3 Letter - Town of Tofield – .Council Meeting Motions

6. Board Matters

6.1 RFD – 2020 Proposed Operating and Capital Budget Plan

19 181 *Moved by Dir. Ritchie that the Board approve the 2020 operating and capital program budget as presented (Attachment 1 to 3), with 1% COLA employee payroll increase effective January 1, 2020;*

Carried

19 182 *Moved by Dir. Conquest that the Board approve the 2020 waste management fees as presented in schedule 4;*

Carried

19 183 *Moved by Dir. Giebelhaus that the Board approve extension of existing contract terms and conditions, and rates, with municipal members through to December 31, 2020.*

Carried

6.2 RFD – Construction Manager Contract – BMS-2019-002 New Administration Building

19 184 *Moved by Dir. Giebelhaus that the Board approve the award of Construction Manager Contract to Jen-Col Construction Ltd., for the contract pricing of \$27,000.00 plus GST for Pre-Design Fee and 2% of construction cost for Construction Fee.*

Carried

GM Breau reviewed the project budget for the administration building in 2020, and explained in response to a question from Dir. Smook that the unbudgeted \$140,000 cost for the security system fencing and cameras in 2019, was ultimately funded by savings in other 2019 capital projects, and was not charged to the administration building project.

6.3 RFD – Cycle 2 Grants Approval

19 185 *Moved by Dir. Giebelhaus that in accordance with Policy FIN-013, the Board approve the recommended partnership grant awards to:*

Tofield and Area Health Services foundation in the amount of \$3,938.00

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Carried

6.4 RFD – Memorandum of Understanding

- 19 186 *Moved by Dir. Smook that the Memorandum of Understanding (MOU), between BMS and the MCC Steering Committee be approved;*

Carried

Motion 2 of 6.4 was deferred to In-session:

7. Closed Session – FOIP

7.1 Section 21

- 19 187 *Motion to go in-session moved by Dir. Ritchie at 2:30 pm.*

Carried

- 19 188 *Motion to go out-of-session moved by Dir. Smook at 3:05 pm. .*

Carried

- 19 189 *Motion to notify public to return to open meeting moved by Dir. Ritchie at 3:07 pm.*

Carried

8. Motion arising from Closed Session

- 19 190 *Moved by DIR. Ritchie that BMS recommends to the Municipal Controlled Corporation Steering Committee that municipal and corporate governance consultant John McGowan, CPA-CMA, ICD.D, McGowan & Associates Inc., be engaged to work with BMS and the MCC Steering Committee to provide independent advice on recommended board and committee structure, governance and reporting policies and implementation timelines for the proposed Municipal Controlled Corporation.*

Carried


9. Meeting Evaluation Forms – Completed


10. Adjournment

- 19 191 *Moved by Director Ducherer to adjourn the meeting at 3:08 pm*

Carried

The next Regular meeting of the Board will be January 16, 2020, at the Town of Tofield Chambers


Chairperson


GM