

BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR BOARD MEETING

Date: June 18, 2020
Location: Zoom - Tele-Conference
Live Stream: BMS Facebook
Time: 9:00 am

COMMISSION DIRECTORS present at commencement:

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

COMMISSION DIRECTORS absent at commencement:

ADMINISTRATION present at commencement:

General Manager: Pierre Breau, P. Eng., ICD.D
Chief Financial Officer: Juvy Ceniza, CPA/CMA
HR/Payroll Manager: Jeanie DeGrande, CHRP
BDM: Greg Olson
PCS: Anne Ruzicka
P&C Assistant: Andrew Sorenson
EA: Marilyn Booth

ADMINISTRATION absent at commencement:

N/A

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

Chairman Ducherer called the Meeting to order at 9:00 am.

2. **Additions/Deletion/Changes to the Agenda**

- 2.1 **Addition – 5.2 – Community Support Grants**
- 2.2 **Addition – 5.4 – Legislative Changes for RSC's**
- 2.3 **Addition – 6.6 – Highway-14, Bathgate Water Co-op Project Grant Request**
- 2.4 **Addition – 6.7 – RFD – Corporate Valuation Services**

20 097 Moved by Dir. Smook to approve the agenda, with amendments.

Carried

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

- 3.1 Minutes of the Regular Meeting of May 21, 2020.

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20 098 *Moved by Dir. Ritchie that the Minutes from the Regular Meeting of May 21, 2020, be approved, as presented.*

Carried

3.2 Minutes of the Special Meeting of June 4, 2020.

20 099 *Moved by Dir. Giebelhaus that the Minutes of the Special Meeting of June 4, 2020 be approved, as presented.*

Carried

4. Regular Reports – Consensus Agenda

4.1 Follow up Action List (FUAL)

20 100 *Moved by Dir. Smook to approve the Consensus Agenda for information, as circulated.*

Carried

5. Conferences/Training/Correspondence

5.1 Calendar of Events

Director Conquest suggested that with recent relaxation of public health restrictions on the size of public meetings, that the regular meetings of the Board may resume in physical in place meetings. Staff will monitor current advisories from Alberta Public Health (APH) and report on meeting arrangements accordingly.

5.2 Community Support Grants

20 101 *Moved by Dir. Smook that BMS resumes opening applications for Cycle II of the Community Grant Program.*

Carried

5.3 Letter from Town of Tofield

The Town of Tofield is requesting BMS to review the impact of collection vehicles on its roadway's and alley's while collecting waste for disposal. The GM advised the Board that a report on collection vehicle options will be presented before end of year 2020.

5.4 Legislative Changes for RSC's

The GM reviewed proposed legislative changes for Regional Service Commissions. These changes are planned to take effect September 1, 2020.

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BMS for profit operations must be continued under a Municipally Controlled Corporation structure. They will not be allowed under revised RSC legislation.

6. Board Matters

6.1 RFD – Financial Report 5 months ending May 31, 2020

20 102 *Moved by Chair Ducherer that the Interim Financial Statements be accepted as presented.*

Carried

6.2 RFD – Annual Incentive Plan (AIP) Metrics and Targets - 2020

20 103 *Moved by Dir. Conquest that the Annual Incentive Plan Metrics and Targets for Fiscal Year 2020 be adopted, as amended.*

Carried

Amendments;

Metric #4, target changed to two annual incidents with minimum bound set at 4 annual incidents and maximum bound set at 0 incidents;

Metric #7, Metric is changed from work days since last reported lost time injury to calculation of annual incident severity rate. Target will be based on low rate from previous four years.

6.3 RFD – Revisions to the BMS Employee Handbook

20 104 *Moved by Dir. Smook that the Board approve the revisions to the Employee Handbook, as presented, dated June 2020.*

Carried

6.4 BDR – Good Neighbour Grant Payments

The GM reviewed recent comments received from administration at both Beaver County and Village of Ryley, as well as comments made at the recent MCC public hearings held by the Village of Ryley and Beaver County. The GM will reach out to Municipal member CAO's regarding a revision to the calculation of amounts paid out from the Good Neighbour Grant program based on these comments.

The Board gave direction to the GM to return to the next Regular Board Meeting with a proposal from a qualified Consultant for a study regarding the Social-Economic impacts of the BMS landfill on neighboring community residents.

6.5 RFD – Release of Surplus Equipment for Salvage Sale

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20 105 *Moved by Dir. Ritchie that the Board request Municipal Affairs for approval to disposed of the following pieces of equipment, of which is surplus to Commission requirements.*

- *Unit 409 – 2013 Clark Dropdeck Trix-Axle Trailer, S/N 1CD2L5339DA010278*
- *Unit 410 – 2014 Lode-King Steel Step Deck Trailer, S/N 2LDSD5331EE057991*
- *Unit 606 – 2015 Cat Generator 250KW, S/N 2AJ01066 SKID 1994/3306 CA*

Carried

6.6 FIO – Highway-14, Bathgate Water Co-op Project Grant Request
Board recommended BMS Staff to verify whether the Highway-14 project is eligible to apply for Alberta Municipal infrastructure grants and the applicability of this project for funding under BMS' Community and Infrastructure Grant programs.

6.7 RFD – Corporate Valuation Services
See Motion 21 109

7. Closed Session –

20 106 *Motion to go in-session moved by Dir. Smook at 12:35 pm.*

Carried

20 107 *Motion to go out-of-session moved by Chair Ducherer at 12:50 pm.*

Carried

20 108 *Motion to notify the public to return to open meeting moved by Chair Ducherer at 12:52 pm.*

Carried

8. Motion arising from Closed Session –

20 109 *Moved by Dir. Ritchie that the Request for Proposal received from Ernst and Young LLP (EY), Edmonton AB be accepted for Corporate Valuation Services engagement, BMS-2020-050, for the cost of \$75,200, plus GST.*

Carried



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9. Meeting Evaluation Forms – N/A

10. Adjournment


20 110 *Moved by Chair Ducherer to adjourn the meeting at 12:57 pm.*

Carried

The next Regular Meeting of the Board will be August 17, 2020, Location and time TBD



Chairperson



GM