

## BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

---

### REGULAR BOARD MEETING

**Date:** August 20, 2020  
**Location:** Zoom - Tele-Conference  
**Live Stream:** BMS Facebook  
**Time:** 1:00 pm

### 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

### 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  
**P/ME:** Cam Borton, P.Eng., PMP  
**PCS:** Anne Ruzicka  
**P&C Assistant:** Andrew Sorenson  
**EA:** Marilyn Booth

### GUESTS at commencement:

**New West Public Affairs:** Keith McLaughlin  
**RMRF:** Allan Farmer  
**RMRF:** Tamara Korassa  
**McGowan and Associates:** John McGowan

---

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

Chairman Ducherer called the Meeting to order at 1:03 pm.

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

- 2.1 Change – 6.2 – FIO – Update on AIP Metrics changed to RFD
- 2.2 Addition – 6.8 – Socio-Economic Study Proposal

**20 127 Moved by Dir. Ritchie to approve the agenda, with amendments.**

**Carried**

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

- 3.1 Minutes of the Regular Meeting of June 18, 2020.

**20 128 Moved by Dir. Smook that the Minutes from the Regular Meeting of June 18, 2020, be approved, as presented.**

**Carried**

- 3.2 Minutes of the Special Meeting of July 27, 2020.

**20 129 Moved by Dir. Conquest that the Minutes of the Special Meeting of July 27, 2020 be approved, as presented.**

**Carried**

- 3.3 Minutes of the Special Meeting of August 17, 2020

**20 130 Moved by Dir. Smook that the Minutes of the Special Meeting of August 17, 2020 be approved as presented.**

## BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

*Carried*

### 4. Regular Reports – Consensus Agenda

#### 4.1 Follow up Action List (FUAL)

**20 131** *Moved by Dir. Giebelhaus to approve the Consensus Agenda for information, as circulated.*

*Carried*

### 5. Conferences/Training/Correspondence

#### 5.1 Calendar of Events

Future Board Meetings will be discussed at the Claystone Waste Ltd., first Board Meeting.

### 6. Board Matters

#### 6.1 FIO – Update on APH – Current Advisories for Covid-19

HR Manager discussed the most current updates and advisories to the Board on the Covid19 pandemic. It was further suggested that face-to-face board meetings be held off until there is no longer a threat for spreading of the virus.

#### 6.2 RFD – Update on AIP Metrics

**20 132** *Moved by Dir. Ritchie that the HR employee pay grid be revised for Operations Classifications (hourly) – Supervisor and Lead Hand roles to provide applicable AIP Target and AIP Max percentages at 7.5% and 10%, respectively*

*Carried*

#### 6.3 FIO – Update on Highway 14 Project Eligibility for Municipal Infrastructure Grants

GM updated Board on status of Alberta government funding for the Municipal Sustainability fund and the request from the Bathgate Water Co-op for funding support for construction, by Highway 14 Water Commission, of a bulk-fill water tank at Ryley.

#### 6.4 FIO – Annual Commission Report

Communications & Program Supervisor updated Board on the 2019 Annual Commission Report. The report can be found on the Beaver Municipal Solutions Website: [Annual Commission Report](#)

#### 6.5 RFD – MCC Agreements and Bylaw 12/2020

The Board was presented for approval the following:  
By-law 12/2020 – Disestablishment By-law.

This includes The Master Transfer Agreement between Claystone and BMS as Schedule A to the By-law and the Operating and Management Agreement between Claystone and BMS as Schedule B to the By-law.

**20 133** *Moved by Dir. Conquest the First Reading of By-law 12/2020 – Disestablishment By-law.*

*Carried*

**20 134** *Moved by Dir. Ritchie the Second Reading of By-law 12/2020 – Disestablishment By-law.*

## BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

---

*Carried*

**20 135** *Moved by Dir. Giebelhaus that the Third Reading of By-law 12/2020 – Disestablishment By-law proceed.*

*Carried Unanimously*

**20 136** *Moved by Dir. Smook to approve the final and Third Reading of - By-law 12/2020 – Disestablishment By-law.*

*Carried*

6.6 RFD – Fortis Request for Easement

**20 137** *Moved by Dir. Smook that the Board approve the requested Fortis easement for a dollar, as it is presented.*

*Carried*

6.7 RFD – Paving Tender Award

**20 138** *Moved by Dir. Giebelhaus that the construction contract for Beaver Municipal Solutions Access Road Paving, be awarded to BTO Contracting Ltd., for a total of \$461,701.00 plus GST; a capital contingency of \$92,340.20 be set aside for the project.*

*Carried*

6.8 RFD – Ernst & Young Socio-Economic Study

**20 139** *Moved by Dir. Conquest that the Board approve the proposal from Ernst & Young LLP for a socio-economic study of the impacts on the community of our landfill operations for the cost of \$48,800 plus GST.*

*Carried*

The study is expected to be complete October 16, 2020, assuming an August 31, 2020 start.

### 7. Closed Session –

**20 140** *Motion to go in-session moved by Dir. Conquest at 2:35 pm.*

*Carried*

**20 141** *Motion to go out-of-session moved by Chair Conquest at 3:10 pm.*

*Carried*

**20 142** *Motion to notify the public to return to open meeting moved by Dir. Conquest at 3:12 pm*

*Carried*

### 8. Motion arising from Closed Session –

**20 143** *Moved by Dir. Ritchie that the following described lands*

- *Plan no. 2021428, Block 1, Lot 1;*
- *W4-17-50-NE2;*
- *W4-17-50NW2*

## BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

---

*be purchased in accordance with the Offer to Purchase and  
Sale Agreement presented.*

*Carried*

9. Meeting Evaluation Forms – N/A

10. Adjournment

20 144 *Moved by Chair Ducherer to adjourn the meeting at 3:20 pm.*

*Carried*

Next Meeting of the BMS Board – August 31, 2020



Chairperson



GM