

BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

REGULAR BOARD MEETING

Date: May 21, 2020
Location: Zoom - Tele-Conference
Live Stream: BMS Facebook
Time: 9:00 am

COMMISSION DIRECTORS present at commencement:

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

COMMISSION DIRECTORS absent at commencement:

Director: Jason Ritchie, BBA, ICD.D

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 9:02 am.

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

2.1 **Addition – 4.2 – Good Neighbour Grants**

2.2 **Addition – 4.3 – Municipal Affairs Request for Dividends**

20 074 *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 April 16, 2020.

20 075 *Moved by Dir. Conquest that the Minutes from the Regular Meeting of April 16, 2020, be approved, as presented.*

Carried

3.2 Minutes of the Special Meeting of April 29, 2020.

20 076 *Moved by Dir. Conquest that the Minutes of the Special Meeting of April 29, 2020 be approved, as presented.*

Carried

4. **Regular Reports – Consensus Agenda**

4.1 Follow up Action List (FUAL)

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4.2 Good Neighbour Grant
Good Neighbour Grants to be discussed with Beaver County CAO's, GM will return with the collected information at a future Board Meeting.

4.3 Municipal Affairs Request for Dividend
Board advised BMS Management to postpone the Request for dividend to Municipal Affairs until September 2020.

20 077 *Moved by Chairman Ducherer to approve the Consensus Agenda for information, as circulated.*

Carried

5. Conferences/Training/Correspondence

5.1 Calendar of Events

6. Board Matters

6.1 RFD – 2020 Quarterly HR/HSE Report

20 078 *Moved by Dir. Conquest that the Board approve the 2020 Quarterly HR/HSE Report – Q1, as presented.*

Carried

6.2 RFD – BESC Director Payroll

20 079 *Moved by Chairman Ducherer that the Board approve the revised Memorandum of Understanding between BMS and BESC, approved by BESC per its motion of 19-190 (by Commissioner Smook, "That BESC accept BMS's proposal to provide payroll services, mileage and expenses beginning January 1, 2020")*

6.3 FIO – Operations Update 2020 YTD April

20 080 *Moved by Dir. Smook that the Operations Update be approved, for information, as it is presented.*

Carried

6.4 BDR – Rainy Day Policy

The purpose of this policy, is to allow BMS to set aside surplus revenue for use during unexpected deficits to help cover expenses. The Board has agreed to approve the policy in principle and suggests BMS Management review and revise its contents and bring back to the Board as a "Request for Decision" at a future Board Meeting.

6.5 FIO – Progress on Infrastructure Projects - Applications

A comprehensive overview for projects that BMS has identified as "shovel-ready", was presented to the Board. The information provided, has been conveyed to the Minister of Infrastructure. The Board will be updated on the progress of the applications approval status.

6.6 FIO – Update on BMS Website

PCS and PCA presented the New BMS Website design to the Board for information. To check out the new BMS Website, please click on the link provided.
<https://beavermunicipal.com/>

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Chairman Ducherer called a 6 Minute break at 10:49 am

7. Closed Session –

20 081 *Motion to go in-session moved by Chair Ducherer at 10:55 am.*

Carried

20 082 *Motion to go out-of-session moved by Chair Ducherer at 1:15 pm.*

Carried

20 083 *Motion to notify the public to return to open meeting moved by Chair Ducherer at 1:17 pm.*

Carried

8. Motion arising from Closed Session –

20 084 *Moved by Dir. Conquest that the Board accept the Preliminary Financial Statements for the four months ending April 30, 2020.*

Carried

20 085 *Moved by Dir. Smook that the Board accept issuing a proposal to Customer 1 for waste disposal services.*

Carried

20 086 *Moved by Dir. Conquest that the Board accept issuing a proposal to Customer 2 for waste disposal services.*

Carried

20 087 *Moved by Dir. Smook that BMS has a Special Board Meeting for June 4, 2020 for 9 am via Zoom.*

Carried


9. Meeting Evaluation Forms – N/A

10. Adjournment


20 088 *Moved by Chair Ducherer to adjourn the meeting at 1:20 pm.*

Carried

The next Regular Meeting of the Board will be June 18, 2020, via Zoom teleconference, Time to be determined - Live Stream presentation at www.facebook.com/beavermunicipalsolutions.



Chairperson



GM