

1/26/2016

Public Advisory Committee (PAC) Meeting Package

Tofield Chambers – Tofield, AB

January 26, 2016

**PUBLIC ADVISORY
COMMITTEE
AGENDA (PRELIMINARY)
January 26, 2016 @ 6:00PM
Tofield, Chambers
Tofield, AB**

REGULAR MEETING

1. Call to Order

2. Additions/Deletions to Agenda

3. Approval of Minutes

3.1 The Minutes of the Regular meeting of November 30, 2015

4. Regular Reports (Consensus Agenda)

4.1 FUAL Updated

5. Conferences/Training:

5.1 Board Calendar of Events

6. Correspondence

6.1 As required

7. Community Topics:

7.1 FIO - Open House Dates

7.2 FIO - Secure Load Policy - TBD

8. Adjournment:

8.1 Motion for Adjournment



BEAVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

PUBLIC ADVISORY COMMITTEE (PAC) REGULAR MEETING

November 30, 2015

Beaver County Chambers, Ryley, AB

6:00 p.m.

PAC MEMBERS present at commencement:

Dwayne Metro – PAC Chairman
Jorge Mendoza – PAC Member
Tracey Boast-Radley – PAC Member
Ernie Whiteside – PAC Member

MUNICIPAL MEMBERS present at commencement:

Katherine Whiteside – CAO Village of Holden
Arnold Hanson – Beaver County

ADMINISTRATION present at commencement:

Pierre Breau, P. Eng. – General Manager
Brian Ducherer – Vice Chairman (Alternate for Ron Yarham)
Anne Ruzicka – Communication Coordinator
Marilyn Booth – Executive Assistant

MEMBERS absent at commencement:

Marc Svenson – PAC Member
Ron Yarham – Board Chairman/Ex officio
Cindy Neufeld - CAO Town of Tofield
Amber Hennig – Recreational Coordinator Town of Viking

1. Call to Order (Regular Meeting)

PAC Chairman Metro called meeting to order at 6:02 p.m.

2. Additions/Deletions to the Agenda

N/A

3. Reading and Approval of the Minutes

15 024 ***MOVED by Member Whiteside that the Minutes from October 27, 2015 be approved as circulated.***

CARRIED

4. Regular Reports (Consensus Agenda)

N/A

5. Conferences/Training

5.1 Events Calendar

Committee decided to meet the last Tuesday of each month, starting January 26, 2016. Frequency of meetings will be revisited June 2016.

6. Correspondence

6.1 As required

7. PAC Matters

7.1 FIO – FIN-016 – Secure Loads Policy – recommendation to the Board.

Committee provided amendments to draft Policy.

15 025 *MOVED by Member Whiteside that FIN-016 Secured Load Policy be brought to the Board for approval with suggested additions brought forth from the PAC Committee, including:*

i) Implementation be delayed to February 1, 2016, subject to:

a) Proper communication to municipal members and general public.

b) Proper training on policy enforcement given to affected BMS Staff.

CARRIED

7.2 Program Updates:

a) Recycling Bins – Tofield
BMS to provide cost for placing fibre recycling bin at Lindbrook for next PAC Meeting in January, 2016.

b) Collection Bins – Bruce
BMS placed two 4 yd. bins in Bruce as the alternative for rural residents since the suspension of the mobile transfer station program. Usage of bins is being monitored.

c) M. Giebelhaus – County Bottle Depot – Holden
Mr. Giebelhaus has offered BMS a location at his bottle depot to place 40 yd. roll off bins for rural residents in the Holden area. This consideration is being reviewed and must be brought to the Board for feedback and/or approval.

7.3 Open House – Dates, topics discussion.

BMS to arrange and set up Open houses to collect input from residents regarding Collection Services, Transfer Stations, Waste Diversion Programs, etc. Proposed dates and venues will be submitted to PAC Members, and discussed at January 26, 2016 meeting.

7.4 FIO – Communication Action Plan

Draft Action Plan was shared with Committee. It will be going to the Board in December 2015.

8. in-Camera Session

8.1 As required – N/A

9. Motions Arising from In-Camera Session

9.1 As required – N/A

10. Meeting Evaluation

10.1 As required - PAC has completed meeting feedback forms.

11. Adjournment

15 026 ***MOVED by Member Mendoza to adjourn the meeting at 7:24 p.m.***

CARRIED

The next regular meeting of the Board will occur on January 26, 2016 at 6:00 p.m at the Tofield Chambers, Tofield.

Chairperson

GM

4.1 PAC FOLLOW-UP ACTION LIST (FUAL) – 2016-01-26

DATE	REPORT	WHO	ACTION	TARGET (Status)
2015-03-02	Present an ISO 14001:2004 re-certification update	GM		On Going
2015-03-23	15 010 Present 1998 by-law for rules of ex-officio be presented to the commission to be updated	GM		2015-11-23
2015-03-23	Set dates for Open House	CC/GM		2016-01-26
2015-04-27	Set additional Meeting dates	GM		2015-11-23
2015-04-27	15-020 That the Presentation of Communications Strategy will be approved as presented			COMPLETE
2015-06-22	7.1 Secure Loads Policy	GM	Bring forward policy	COMPLETE
2015-11-30	7.1 – Secure Loads Policy 15 025 That FIN-016 Secure Load Policy be brought to the Board for approval		Motion Carried. Committee provided amendments to draft Policy.	2015-12-17
2015-11-30	7.2 – Program Updates: Recycling Bins Collection Bins – Bruce M. Giebelhaus – County Bottle Depot			
2015-11-30	7.4 – Communication Action Plan Draft Action Plan was shared with Committee. It will be going to the Board in December.	CC/GM		2015-12-17

5.1 BOARD EVENTS CALENDAR - 2016-01-28

DATE(S)	TIME	EVENT	LOCATION	COMMENTS
Jan 26, 2016	6:00 – 7:00 pm	PAC Meeting	Tofield Chambers	
Jan 28, 2016	6:00 – 8:00 pm	Board Meeting	Tofield Chambers	Regular Meeting
Feb 9, 2016	5:00 – 8:00 pm	Open House	Tofield Chambers	
Feb 18, 2016	5:00 – 8:00 pm	Open House	The Carena in Viking	
Feb 18, 2016	1 day seminar	Brownlee LLP “Emerging Trends” seminar	Edmonton, AB	Deadline for registration is January 15, 2016.
Feb 22, 2016	5:00 – 8:00 pm	Open House	Ryley Chambers	
Feb 23, 2016	5:00 – 8:00 pm	Open House	Holden Hall	
Feb 24, 2016 WED	6:00 – 8:00 pm	Board Meeting	Village of Ryley	Regular Meeting
Feb 22 & 23	9:00am – 4:00pm	Waste Diversion in the ICI Sector – 2 day Course	Lethbridge, AB	Deadline to register is 2016.02.17 - If you are interested in this course contact Marilyn @ 780-663-2038 Ext: 117
Feb 24 – 26	Wed – 11am – 8pm Thur – 7:30am – 9pm Fri – 7:30am – 11am	6 th Annual Alberta Recycling Conference	Lethbridge, AB	If you are interested in this conference please contact Marilyn @ 780-663-2038 Ext:117
March 17, 2016	6:00 – 8:00 pm	Board Meeting	Tofield Chambers	Regular Meeting
March 29, 2016	6:00 – 7:00 pm	PAC Meeting	Village of Ryley	
Apr 21, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting
Apr 26, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	
May 19, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting

5.1 BOARD EVENTS CALENDAR - 2016-01-28

May 24, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	
June 23, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting (Tentative)
June 28, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	Tentative
Jul 26, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	Tentative
Aug 18, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting
Aug 23, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	
Sep 22, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting
Sep 27, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	
Oct 20, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting
Oct 25, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	
Nov 17, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting/Organizational Meeting
Nov 22, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	
Dec 15, 2016	6:00 – 8:00 pm	Board Meeting	Beaver County Chambers	Regular Meeting
Dec 20, 2016	6:00 – 7:00 pm	PAC Meeting	Beaver County Chambers	