



**Mountain View Regional Waste Management Commission**

**Regular Meeting  
Mountain View County Office  
2:45 p.m.  
January 29, 2014**

**MINUTES**

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<b>In Attendance</b>	<b>Sandi Roberts Mary Anne Overwater Lavar Adams Patricia McKean Tim Hagen Verna McFadden Al Gil</b>	<b>Chair, Town of Carstairs Vice-Chair, Town of Olds Town of Didsbury Mountain View County Village of Cremona Town of Sundre Alternate, Town of Carstairs</b>
<b>Staff</b>	<b>Al Graham Pat Sliworsky Bill Martinusen</b>	<b>CAO Deputy CAO-Landfill/Recycling Manager Fleet/Safety Manager</b>
<b>Regrets</b>	<b>Nicole Therrien</b>	<b>Financial Manager</b>

**1. CALL TO ORDER**

Chair Sandi Roberts called the meeting to order at 2:50p.m.

**2. ADDITIONS TO OR DELETIONS FROM THE AGENDA**

None

**3. ADOPTION OF AGENDA**

**3.1 Adoption of  
Agenda**

**Resolution #01-14**

Moved by Lavar Adams and second by Tim Hagen

That the agenda for the January 29,2014 Regular Meeting be adopted as presented.

CARRIED

**4. ADOPTION OF MINUTES**

**4.1 Minutes of  
December 16, 2013**

**Resolution #02-14**

Moved by Mary Anne Overwater and second by Patricia McKean  
THAT the minutes of December 16, 2013 Mountain View Regional  
Waste Management Commission Regular Meeting be adopted as  
presented.

CARRIED

**5. WORKSHOP DISCUSSION ITEMS**

- 5.1 Mission Statement**                      **Resolution #03-14**  
Moved by Patricia McKean and second by Tim Hagen  
THAT the Mission Statement be adopted as presented.
- CARRIED
- 5.2 Vision Statement**                      **Resolution #04-14**  
Moved by Lavar Adams and second by Verna McFadden  
THAT the Vision Statement be adopted as presented.
- CARRIED
- 5.3 Values**                                      **Resolution #05-14**  
Moved by Mary Anne Overwater and second by Lavar Adams  
THAT the Values be adopted as presented.
- CARRIED
- 5.4 Terms of Reference Financial Sub-Committee**                      **Resolution #06-14**  
Moved by Mary Anne Overwater and second by Patricia McKean  
THAT the Terms of Reference for the Financial Sub-Committee be adopted as presented.
- CARRIED
- 5.5 Terms of Reference Landfill/ Recycling Operations Sub-Committee**                      **Resolution #07-14**  
Moved by Lavar Adams and second by Tim Hagen  
THAT the Terms of Reference for the Landfill/Recycling Operations Sub-Committee be adopted as presented.
- CARRIED
- 5.6 Terms of Reference Fleet Operations Sub-Committee**                      **Resolution #08-14**  
Moved by Tim Hagen and second by Mary Anne Overwater  
THAT the Terms of Reference for the Fleet Operations Sub-Committee be adopted as presented.
- CARRIED
- 5.7 Policy for Administrative and Operational Activities Reports**                      **Resolution #09-14**  
Moved by Lavar Adams and second by Tim Hagen  
THAT the Policy for Administrative and Operational Activities Report be adopted as presented.
- CARRIED
- 5.8 Policy for Expenditure Limits for the Commission CAO**                      **Resolution #10-14**  
Moved by Patricia McKean and second by Mary Anne Overwater  
THAT the Policy for Expenditure Limits for the Commission CAO be adopted as presented.

CARRIED

**5.9 Policy for External Communication** Resolution #11-14

Moved by Verna McFadden and second by Mary Anne Overwater  
THAT the Policy for External Communication be adopted as presented.

CARRIED

**5.10 Policy for Internal Communication**

Resolution #12-14

Moved by Verna McFadden and second by Tim Hagen  
THAT the Policy for Internal Communication be adopted as presented.

CARRIED

**5.11 Policy for Hours of Operation**

Resolution #13-14

Moved by Lavar Adams and second by Patricia McKean  
THAT the Policy for Hours of Operation be adopted as presented.

CARRIED

**5.12 Policy for Meetings of the Commission Board of Directors**

Resolution #14-14

Moved by Patricia McKean and second by Lavar Adams  
THAT the Policy for Meetings of the Commission Board of Directors be adopted as presented.

CARRIED

**5.13 Policy for Professional Memberships**

Resolution #15-14

Moved by Mary Anne Overwater and second by Verna McFadden  
THAT the Policy for Professional Membership be adopted as presented.

CARRIED

**5.14 Policy for Confidentiality**

Resolution #16-14

Moved by Patricia McKean and second by Mary Anne Overwater  
THAT Administration seek legal advice regarding the Policy for Confidentiality as presented.

CARRIED

**6. FINANCE SUB-COMMITTEE**

**6.1 Finance Sub-Committee Report**

Resolution #17-14

Moved by Mary Anne Overwater and second by Lavar Adams  
THAT the Board approve a work shop for the Finance Sub-Committee, recommended Administrative Staff and the Mountain View County Director of Finance and recommended staff.

CARRIED

**7. REPORTS**

**7.1 CAO Report**

CAO updated the Board on the current happenings.

**Resolution #18-14**

Moved by Lavar Adams and second by Tim Hagen  
THAT the Finance Sub-Committee review the Commission pay grids with  
the CAO.

CARRIED

**Resolution #19-14**

Moved by Verna McFadden and second by Tim Hagen  
THAT the Board approve the Organizational Chart for the Mountain View  
Regional Waste Management Commission as presented.

CARRIED

**Resolution #20-14**

Moved by Lavar Adams and second by Tim Hagen  
THAT the CAO Report be accepted for information.

CARRIED

**8. DIRECTOR COMMUNITY COMMENTS**

**8.1 Director  
Community  
Comments**

All Directors had no concerns except Mountain View County who is  
seeking further information regarding Wildlife Deterrent Bins in  
regards to availability and costs.

**9. NEXT MEETING**

**9.1 February 24, 2014 @ 10:00 a.m. – Mountain View County Office**

**10. IN-CAMERA ITEMS**


There were none.


**11. ADJOURNMENT**

**Resolution #21-14**

Moved by Verna McFadden and second by Tim Hagen  
THAT the meeting be adjourned at 3:45 p.m.

CARRIED

  
Chairman

  
CAO