



BEVERAGE CONTAINER MANAGEMENT BOARD

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OPPORTUNITY PROFILE | Board Directors

THE BEVERAGE CONTAINER MANAGEMENT BOARD

Vision & Mandate

The BCMB is a not-for-profit association incorporated under the Societies Act of Alberta. We are charged with the responsibility of regulating and delivering Alberta's beverage container recycling system. The BCMB is a Delegated Administrative Organization (DAO) created through legislation to aid the Ministry of Environment and Protected Areas in achieving its goals and objectives, but we function as an arms-length, self-funded, legal entity in carrying out our services and mandate.

The BCMB's membership and Board of Directors include nominees from Alberta beverage producers, depots, the public (municipalities and interested citizens) and a non-voting nominee from the Government of Alberta. Our organization operates in accordance with a number of by-laws which can be viewed [here](#).

Our Vision

To be the leader in stewarding beverage containers to minimize their impact on the environment.

Our Mandate

To regulate and enhance a leading beverage container system that protects Alberta's environment.

Our Value Statements

The BCMB's Vision and Mandate are clarified through the following nine value statements:

1. We value health and safety. We ensure measures are in place so that customers and staff feel safe and know their health is important to our industry.
2. We value our regulatory role. We strive to be leaders in the oversight of beverage container recycling and are proficient at protecting the system's reputation. We work continuously with our stakeholders to improve customer experience and satisfaction.
3. We value a system that encourages a circular economy where producers are responsible for their products from development to end of life.
4. We value meaningful and measurable targets for our industry. The development and use of targets that allow us to measure progress in beverage container recycling and environmental protection make the industry accountable and provide incentive for continuous improvement.
5. We value strong alignment among system stakeholders. A collaborative industry with joint decision making and open communication that works from a common framework will be better prepared to succeed.
6. We value diversity and inclusion. We explore ways in which our industry and the people who work in it can reflect the differences and qualities of the Albertans we serve. We recognize that diversity and inclusion drive innovation, and we are proud to support and foster creativity in our stakeholders to reflect their unique experiences.
7. We value innovation and technology that enhances the efficiency and effectiveness of our system. Our industry is responsive to and seeks opportunities to improve system communication, information, and security.
8. We value higher collection and recycling rates. Our efforts focus on the highest possible return of containers, while minimizing the impact of the system on the environment.

9. We value greater awareness and public participation. We educate retailers on the necessity of advertising the deposit, inform consumers about the environmental, economic, and social benefits of recycling beverage containers, and encourage participation regardless of where beverages are consumed.

THE OPPORTUNITY

The BCMB Board of Directors is a stakeholder board that consists of 13 members and is seeking **one (1)** Public Director to represent the interests of all Albertans at the BCMB Board. All new public directors of the BCMB will be appointed for an initial term of up to three years, renewable by and at the sole discretion of the Board for a maximum of two additional three-year terms.

The Board meets quarterly in September, November, February, April, and in June at the Annual General Meeting. The Board also attends a business planning session and joint industry meeting session annually.

The current Board has four standing Committees:

- Governance & Compensation Committee
- Audit Committee
- Compliance Committee
- Handling Commission Review Committee

BCMB Directors are required to sit as a member on at least one BCMB Board Committee which will typically meet five times per year (either half or full day meetings); and may be requested to participate in or attend industry events, tours or sessions or conferences. In addition, the BCMB administers hearings for the review and potential suspension or cancellation of depot operating permits. BCMB board members are chosen for three-person hearing panels in this capacity. Hearings do not typically occur more than once per year, and in some cases once every two or three years.

KEY ROLES & RESPONSIBILITIES

The Board has the responsibility to:

- assume responsibility for the Association's governance practices and ensure they meet the needs of the Voting Members, Non-Voting Members, the BCMB, and the public;
- approve terms of reference for the President;
- monitor and, at least annually, review the President's performance against agreed upon annual objectives;
- participate with management in the development of, periodic review of and ultimately approve, BCMB's Mission and Vision;
- participate with management in the development of, and ultimately approve, BCMB's Business Plan and operating and capital budgets, taking into consideration the commercial, public policy, social responsibility and regulatory responsibilities of BCMB;
- understand the policies and procedures that BCMB has in place to identify, monitor and manage risk;
- determine and oversee the delegation of specific areas of risk oversight to Board committees;
- take reasonable steps to ensure the implementation and integrity of BCMB's internal control and management information systems;
- approve and monitor, through management, compliance with all major policies and procedures that govern BCMB's operations;
- ensure BCMB has in place effective communication processes with the Minister, stakeholders, and the public;
- become generally knowledgeable about the business of BCMB and its industry;

- maintain an understanding of the regulatory, legislative, social and political environments within which BCMB operates;
- maintain an excellent Board and committee meeting attendance record;
- participate in committees on which they are members and contribute to their purpose;
- focus inquiries on issues related to strategy, policy and results rather than issues relating to the day-to-day management of the BCMB.

Additional responsibilities to those outlined above are detailed in the Terms of Reference for the Board of Directors.

THE PERSON

The ideal Public Director candidate will have a combination of one or more of the following:

- Prior experience on a board, or in executive management of a relevant, substantial corporate entity functioning under a governance model.
- Background in government relations and/or legislative knowledge.
- Background in legal, environmental regulatory and/or ESG governance.
- Background in financial (Forensic accounting/CA/CMA/CPA designation), regulatory compliance, communications and/or IT project management.
- Business experience in compliance or a related field.
- Strong government and business community relationships.
- High ethical standards and integrity.
- Ability to build relationships with diverse stakeholders and interest groups with competing interests.
- Demonstrate diversity in thinking and be free of any industry conflicts.
- Well respected in the business community.
- Must be an Alberta resident.

Although an Institute of Corporate Directors (ICD) designation will be preferred, equivalent governance and related experience will be considered along with the required experience outlined in the Opportunity Profile.

BCMB's Board of Directors is committed to equity, diversity and inclusion. We strive for representation in membership from women, under-represented groups including racialized minorities and groups, people living with disabilities (including invisible and episodic disabilities), and members of First Nations, Inuit and Métis peoples. The ideal candidate will enhance the diversity of the Board. All qualified candidates are encouraged to apply.

CONFLICTS OF INTEREST

The Board is a stakeholders' Board, with representation from the beverage manufacturing industry, the bottle depot industry, Alberta municipalities, the Alberta Government, and the public of Alberta. The Public Member Board candidate need to be a true unbiased member of the general public, free of pre-existing or potential conflicts of interest with BCMB's other stakeholders

The following are examples of possible conflicts of interests:

- memberships, directorships, offices or other employment with one of the stakeholders of the BCMB;
- interests in organizations, business enterprises or professional practices which provide goods or services to one of the stakeholders of the BCMB; and

- personal associations with groups or organizations or business enterprises or professional practices which lobby for or against, or which provide goods or services to, one of the stakeholders of the BCMB.

Other potential conflicts may also exist and will be discussed as they arise.

BOARD HONORARIA AND EXPENSES

Modest compensation is provided for the time Directors spend on BCMB Board business, and reasonable expenses incurred while undertaking BCMB Board business are reimbursed. Further details will be discussed in a personal interview.

FOR INFORMATION PLEASE CONTACT

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