



Minutes from Board Meeting held on Thursday, March 24, 2016				
The Lodge, 231 Centre Street, Vulcan, AB				
Call to Order: 12:05 pm. Chair Craig called the meeting to order				
	Director/Member	Director/Member		
Directors Present:11 Directors Absent: 3 Alternates Present: 2 Non-Voting Present: 4 Non-voting Absent: 1 Quorum: 10 Guests: 4	Chair, Kim Craig Town of Coaldale Town of Coaldale	Paul Ryan MD of Bighorn Bow Valley Waste Management Commission*		
Minutes: Sherry Poole SAEWA Manager *The listing of the Waste	Ben Armstrong Berniece Bland - alternate Wheatland County Drumheller & District Solid Waste *	Val Warnock Town of Trochu Drumheller & District Solid Waste*		
Jurisdiction for each Director only indicates the Jurisdiction the community is a member	Tom Grant Town of Vulcan Vulcan District Waste Commission	Tom White - absent Lethbridge County Lethbridge County		
of, and does not indicate representation of that Jurisdiction.	Greg Sheppard Special Areas Special Areas/Big Country	Ray Juska Village of Duchess Newell Regional Solid Waste Management Authority Ltd		
	Dennis Cassie - absent Town of Coalhurst Town of Coalhurst	Ben Goetz Town of Glenwood Chief Mt Regional Waste Commission*		
	Joe Watson Town of Picture Butte Town of Picture Butte	George Piper Village of Foremost South Forty Waste Services Commission		
	Rafael Zea - absent Village of Milo Village of Milo	Jim Deacon - alternate Town of Black Diamond Foothills Regional Services Commission*		
	Patricia McKean – absent Mountain View County Mountain View County	Steven Procee Town of Olds Town of Olds		
Al Gil Town of Carstairs Town of Carstairs	Terry Diack Town of Three Hills Town of Three Hills	Chris Vardas - absent Town of Sundre Town of Sundre		
Mountain View Regional Waste Commission - Mary Anne Overwater, Chair; and Verna McFadden Drumheller & District Solid Waste - Ron Wickstrom; and Dick Ellis				



SOUTHERN ALBERTA ENERGY from WASTE ASSOCIATION

Agenda Item #	Motion	
Item 1:	1.0 Meeting called to order by Chair Craig @ 12:05 pm.	
	Meeting commenced with introductions and welcomed guests.	
Item 2: Adoption of Agenda 2016-03-24	2.0 MOTION BY MEMBER Goetz to adopt the 2016-03-24 Agenda. CARRIED ALL	
MTN B2016-03-01	CAIMILD ALL	
Item 3: Adoption of Board Minutes 2016-02-19 MTN B2016-03-02	3.0 MOTION BY MEMBER Armstrong to adopt the 2015-02-19 Board Minutes as presented. CARRIED ALL	
	CARRIED ALL	
Item 4: For Information MTN B2016-03-03	4.0 MOTION BY MEMBER Piper to receive Executive Meeting Minutes - draft 2016-03-14 for information. CARRIED ALL	
Item 5:		
Business Arising	5.0 BUSINESS ARISING FROM THE BOARD MINUTES:	
MTN B2016-03-04	5.1 MOTION BY MEMBER Warnock to receive the action log updates up to and including 2016-03-24 as received for information.	
	CARRIED ALL	
MTN B2016-03-05	5.2 MOTION BY MEMBER Goetz to receive Detailed Waste Stream Characterization report identifying (4) locations for Spring Session Waste Field Events, as listed: 1. (i) MD of Bighorn and (ii) Francis Cooke (C & D waste analysis); 2. Special Areas to be facilitated at the Transfer Site; 3. North 40 and South 40 (combined); and 4. Mountain View Regional Waste Commission (HDR field coordinator in contact with CAO to coordinate planning for this location) CARRIED ALL	
	5.3 MOTION BY MEMBER Juska to receive Member Ryan verbal report re: HDR personnel and transition update informing the Board of the upcoming Transition Meeting 2016-04-04 with HDR and Member Ryan (SAEWA) to be held in Toronto (HDR has agreed to reimburse SAEWA for travel expenses for Member Ryan to attend); Member Ryan also reported that HDR will be providing formal introduction to the New VP, Bruce Howie at the 2016-04-22 Board Meeting. CARRIED ALL	





	5.4 Administration informed that FCM has confirmed acceptance of the Site and Transportation Study Funding Application advising that the application has been presented for Peer Review, then subject to approval will be submitted to the Funding Council for consideration of award. (the review process will take approximately 5 – 8 weeks and should be completed by end May 2016. Member Grant asked if HDR will be performing the studies and Member Ryan advised on behalf of the Board that a formal selection process will take place. RECEIVED FOR INFORMATION
<u>Item 6:</u>	6.0 NEW BUSINESS:
ACTION ITEM	6.1 AGM discussion included further consideration of the Society Act where administration has advised that the Society of Alberta – Corporate Registry did confirm SAEWA as per the date of incorporation of May 25 and year end registered as December 31 annually, that it is required to file AGM approved audited statements, along with Director List prior to May 25 to be in accordance with the Society Act requirements. – Member Ryan further advised that he will work with HDR to expedite delivery of draft Detailed Business Plan and Waste Stream Characterization Spring Analysis as these must be received in order to effectively plan the AGM date. This item to be brought forward for additional discussion 2016-04-22 Board Agenda to allow for Member Ryan to work with HDR to expedite process delays. ACTION ITEM
ACTION ITEM	6.2 KPMG Partner Representative, Derek Taylor did present in person the 2015 Audited Financial Statements — draft whereby in the review of the Board recommendation was put forward in request of a revision to capture Stakeholder Engagement as a separate line item from Project Consultant Fees as this will better align with the budget line items as are approved by the Board; therefore a note is to be included in the financial statements re: Stakeholder Engagement and the revision is to be presented back to the Executive on 2016-04-08 to the Board 2016-04-22. ACTION ITEM
	6.3 (a) Administration confirmed distribution of the New Member Policy and Governance Model Report as requested prior.
ACTION ITEM	 (b) Chair Craig informed that he has received confirmation from (4) members previously holding seats on the Governance Committee have agreed to remain on the Governance Committee, and those members include: (i) Member Tom Grant, Town of Vulcan (ii) Member Ben Goetz, Town of Glenwood





	Link to: https://swananorthernlights.org/conference/conference-2016/ 8.2 Member Juska reiterated experience of communication challenges in lieu of coordination of Detailed Waste Stream Characterization planning – Spring sessions.
Member Reports	8.1 Dick Ellis did inform the Board of the upcoming SWANA, Northern Lights – Signs of the Times seminar location: Calgary, May 11 - 13, 2016.
Item 8:	8.0 MEMBER REPORTS:
	CARRIED ALL
MTN B2016-03-07	MOTION BY MEMBER Warnock to approve payment of general Invoices as presented, as well as MD of Bighorn Invoice received 2016-03-01. CARRIED ALL
With 52010-03-00	RECEIVED FOR INFORMATION
Item 7: For Information MTN B2016-03-06	7.0 ITEMS FOR INFORMATION: MOTION BY MEMBER Goetz to receive items 7.1 – 7.3 for information.
	6.5 Member Ryan and Member Armstrong reported feedback re: AAMDC 2016 Spring Conference mentioning that there were some opportunities available to network directly to inform provincial representatives of SAEWA. RECEIVED FOR INFORMATION
	RECEIVED FOR INFORMATION
	6.4 Chair Craig reported on recent presentation provided to the Mayors and Reeves, SW Chapter regarding Taber MRF development which included an informal discussion on the topic.
	determine as part of the 1 st meeting agenda items: 1. AGM - Qualifications 2. AGM - Order of Business, as well elevation of non-voting status ACTION ITEM
	representatives as recognized, a newly appointed Chair will be elected at first official meeting date that is to be coordinated following the Executive Meeting 2016-04-11. The Governance Committee in accordance with the Terms of Reference will
	the vacant seat In conclusion: The SAEWA Governance Committee consists of (5) member
	(iii) Member Tom White, Lethbridge County (iv) Dene Cooper, Reeve, MD of Bighorn (vi) Stephen Process, Town of Olds has been approved by the Board to fill



SOUTHERN ALBERTA ENERGY from WASTE ASSOCIATION

	8.3 Member Warnock spoke in receipt of DDSWMA Manager confirmation of payment being submitted for 2016 Membership dues. 8.4
Meeting Adjourned: 2:25 pm MTN B2016-03-08	MOTION BY MEMBER Ryan In adjournment of meeting at 2:25 pm. Greg Sheppard, Special Area will be host to the April 22nd Board Meeting. Location: New - Fire Hall, 405 Fox Lake Trail, Hanna, AB. www.saewa.ca / meeting & events calendar - April 2016 CARRIED ALL