

<b>Minutes from Board Meeting held on Friday, February 19, 2016</b>		
Coaldale Community Centre, Coaldale, AB		
<b>Call to Order: 12:18 pm.</b> Chair Craig called the meeting to order		
	<b>Director/Member</b>	<b>Director/Member</b>
<b>Directors Present: 10</b> <b>Directors Absent: 3</b> <b>Alternates Present: 1</b> <b>Non-Voting Present: 1</b> <b>Non-voting Absent: 2</b> <b>Quorum: 10</b> <b>Special Guests: 3</b>	Chair, Kim Craig Town of Coaldale <i>Town of Coaldale</i>	Paul Ryan MD of Bighorn <i>Bow Valley Waste Management Commission*</i>
Minutes: Sherry Poole <b>SAEWA Manager</b>  <i>*The listing of the Waste Jurisdiction for each Director only indicates the Jurisdiction the community is a member of, and does not indicate representation of that Jurisdiction.</i>	Ben Armstrong Wheatland County <i>Drumheller &amp; District Solid Waste *</i>	Val Warnock - absent Town of Trochu <i>Drumheller &amp; District Solid Waste *</i>
	Tom Grant Town of Vulcan <i>Vulcan District Waste Commission</i>	Tom White - absent Lethbridge County <i>Lethbridge County</i>
	Greg Sheppard Special Areas <i>Special Areas/Big Country</i>	Ray Juska Village of Duchess <i>Newell Regional Solid Waste Management Authority Ltd</i>
	Dennis Cassie Town of Coalhurst <i>Town of Coalhurst</i>	Ben Goetz Town of Glenwood <i>Chief Mt Regional Waste Commission*</i>
	Joe Watson Town of Picture Butte <i>Town of Picture Butte</i>	George Piper Village of Foremost <i>South Forty Waste Services Commission</i>
	Rafael Zea - absent Village of Milo <i>Village of Milo</i>	Jim Deacon - alternate Town of Black Diamond <i>Foothills Regional Services Commission*</i>
	Patricia McKean – absent Mountain View County <i>Mountain View County</i>	Steven Procee Town of Olds <i>Town of Olds</i>
	Terry Diack - absent Town of Three Hills <i>Town of Three Hills</i>	Chris Vardas - absent Town of Sundre <i>Town of Sundre</i>
	Mountain View Regional Waste Commission - Mary Anne Overwater – Chair, and Verna McFadden Town of Olds – Judy Dahl, Mayor	

<b><u>Agenda Item #</u></b>	<b><u>Motion</u></b>
<u>Item 1:</u>	1.0 Meeting called to order by Chair Craig @ 12:18 pm. Meeting commenced with introductions
<u>Item 2:</u> Adoption of Agenda 2016-02-19 <b>MTN B2016-02-01</b>	2.0 MOTION BY MEMBER Goetz to accept the 2016-02-19 Agenda as amended: 6.3 North American Waste-to-Energy Conference (NAWTEC) moved to 6.6 for in-camera discussion 6.7 Personnel - Contractor  <p align="right">CARRIED ALL</p>
<u>Item 3:</u> Adoption of Board Minutes 2015-11-27 <b>MTN B2016-01-02</b>	3.0 MOTION BY MEMBER Grant to adopt the 2015-01-22 Board Minutes with amendments as noted: 8.9 Member Report – Greg Sheppard; And correction to spelling of guest name in reference of CAO, Pat Sliworsky  <p align="right">CARRIED ALL</p>
<u>Item 4:</u> For Information <b>MTN B2016-02-03</b>	4.0 MOTION BY MEMBER Armstrong to receive Executive Meeting Minutes 2016 02 15 as received.  <p align="right">CARRIED ALL</p>
<u>Item 5:</u> Business Arising  <b>MTN B2016-02-04</b>  <b>ACTION ITEM</b>	5.0 BUSINESS ARISING FROM THE BOARD MINUTES:  5.1 MOTION BY MEMBER Ryan in approval of the action log updates up to and including February 15, 2016.  <p align="right">CARRIED ALL</p> 5.2 MEMBER Ryan summarized the Waste Stream Characterization Winter event, explaining that the data will become a component of a larger data - proprietary document that will also include the data to be compiled from the upcoming Spring sampling event; further noting that in commencement of the Spring sampling event that HDR will liaison with Member Juska, as representative to the SAEWA WSC Steering Committee in coordination of the (4) areas to be identified in priority of making connections to be made with the Waste Commissions and Authorities as a requirement of HDR preparing logistics.  <p align="right">CARRIED ALL</p> 5.3 Administration reports that the feedback being received from the New Website is positive especially in regards to comments of ease of navigation and search features; also informing the website analytics will be reported ongoing.  <p align="right">RECEIVED FOR INFORMATION</p>

<p><b>MTN B2016-02-05 ACTION ITEM</b></p> <p><b>ACTION ITEM</b></p>	<p>5.4 Administration reports that the 2015 Audit process has just been completed without issue and that KPMG advises that they are preparing the Audit Report to be presented to the Executive to the Board which will be presented in the March 2016 agenda.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>5.5 MOTION BY MEMBER Armstrong to present letter of Thank you to Shannon Phillips (Minister), (MLA) in follow up of February 12, 2016 meeting; also advising of an opportunity to further inform on SAEWA by providing a confidential draft advance prior to the completion of the Detailed Business Plan, as scheduled for June 2016.</p> <p style="text-align: right;">CARRIED ALL</p> <p>5.6 Administration reports that the ACP 2016 application was submitted, special mention of thank you to Member Warnock and the Town of Trochu in agreement as Funding Manager to the application; Town of Trochu has confirmed submitting Letter of Resolution, February 19<sup>th</sup>; additional letters of support are to be submitted prior to Monday February 29, 2016.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p>
<p><u>Item 6:</u></p> <p><b>MTN B2016-02-06 ACTION ITEM</b></p> <p><b>MTN B2016-02-07</b></p> <p><b>MTN B2016-02-08</b></p>	<p>6.0 NEW BUSINESS:</p> <p>6.1 MOTION BY MEMBER Grant to approve Town of Carstairs application for New Membership; administration to submit 2016 Membership Dues Invoice.</p> <p style="text-align: right;">CARRIED ALL</p> <p>6.2 Member Ryan inquired with Board to determine whom will be attending the FCM Annual Conference June 2 – 5, 2016 Winnipeg, MB whereas Member Armstrong and Member Ryan mentioned that they were considering attending in representation of their municipalities; both were asked to dual register at the event in capacity of also representing SAEWA.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>6.3(a) SWANA Northern Lights Conference is May 11 – 13, 2016 to be held in Calgary and Member Ryan informed that Alberta Innovates, Xiaomei Li will be providing a presentation on topic of Waste-to-Energy.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>MOTION BY MEMBER Goetz to proceed in camera @ 1:15 pm.</p> <p style="text-align: right;">CARRIED ALL</p> <p>MOTION BY MEMBER Armstrong to proceed out of camera @ 1:56 pm.</p> <p style="text-align: right;">CARRIED ALL</p>

<p><b>MTN B2016-02-09</b></p>	<p>6.3(b) MOTION BY MEMBER Juska authorizing \$5,000 estimated cost to SAEWA for Member Ryan to attend NAWTEC 2016, Palm Beach, FL in representation of SAEWA.</p> <p align="right">CARRIED ALL</p>
<p><u>Item 7:</u> For Information <b>MTN B2016-02-10</b></p> <p><b>ACTION ITEM</b></p> <p><b>ACTION ITEM</b></p>	<p>7.0 ITEMS FOR INFORMATION: MOTION BY MEMBER Ryan to receive items 7.1 – 7.8 for information.</p> <p align="right">RECEIVED FOR INFORMATION</p> <p>7.9 Administration is directed to include in distribution of Board Meeting Minutes 2016 02 19, for reference the Governance Model document as presented by Brownlee LLP, AGM 2015 and the New Membership Policy.</p> <p align="right">ACTION ITEM</p> <p>7.10 Administration is directed to include on the Executive Agenda 2016 03 15, in for discussion the Governance and New Membership Policy documents as redistributed.</p> <p align="right">ACTION ITEM</p>
<p><u>Item 8:</u> Member Reports</p>	<p>8.0 MEMBER REPORTS: 8.1 Judy Dahl, Mayor Town of Okotoks did ask Member Ryan to clarify a reference to benefactor. 8.2 Verna McFadden, MVRWMC also asked for clarification of reference made to P3 Model redesigned to guarantee public benefit. 8.3 Stephen Procee, Town of Olds representative to SAEWA asked for clarification of Alberta Innovates identifying benefits for smaller scale development of Waste-to-Energy. 8.4 Jim Deacon, alternate representative for Town of Black Diamond received SAEWA get well regards to Member Jackson, as well Jim informed that the Quad Water Project has just been completed and utility model selected. 8.5 Mary Anne Overwater, Chair, MVRWMC asked for further clarification of differentiation of membership through Waste Management Authority or Commission in comparison to individual municipal memberships. – New Membership Policy will be distributed to clarify. 8.6 Member Goetz spoke about tipping fees for his area are higher to incorporate waste diversion to Lethbridge landfill and their associated fees.</p>
<p>Meeting Adjourned: 2:56 pm <b>MTN B2016-02-11</b></p>	<p>MOTION BY MEMBER Grant In adjournment of meeting at 2:56 pm. Town of Vulcan will be host to the March 24<sup>th</sup> Board Meeting.</p> <p align="right">CARRIED ALL</p>