

Minutes from Board Meeting held on Friday, April 22, 2016		
405 Fox Lake Trail, Hanna, AB		
Call to Order: 12:15 pm. Vice Chair Ryan called the meeting to order		
	Director/Member	Director/Member
Directors Present: 10 Directors Absent: 2 Alternates Present: 2 Non-Voting Present: 2 Non-voting Absent: 3 Quorum: 10 Guests: 6	Chair, Kim Craig – absent Bill Martens – alternate present Town of Coaldale <i>Town of Coaldale</i>	Paul Ryan – Acting Chair MD of Bighorn <i>Bow Valley Waste Management Commission*</i>
Minutes: Sherry Poole SAEWA Manager <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 & District Solid Waste *</i>	Val Warnock Town of Trochu <i>Drumheller & District Solid Waste *</i>
	Tom Grant Town of Vulcan <i>Vulcan District Waste Commission</i>	Tom White 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 - absent Town of Picture Butte <i>Town of Picture Butte</i>	George Piper - absent Village of Foremost <i>South Forty Waste Services Commission</i>
	Rafael Zea - absent Village of Milo <i>Village of Milo</i>	Jim Deacon – absent Sharlene Brown – alternate present 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>
Al Gil - absent Town of Carstairs <i>Town of Carstairs</i>	Terry Diack Town of Three Hills <i>Town of Three Hills</i>	Chris Vardas - absent Town of Sundre <i>Town of Sundre</i>
Guests: 6	Mountain View Regional Waste Commission: Chair, Mary Anne Overwater Town of Hanna: CAO Kim Neill; and Councillor Greg Campion (Chair, Big Country Waste Mgmt. Commission) Special Areas: Director, Owen Francis; and Councillors Neil Rowe, and Graham Caskey	

<p>MTN B2016-04-05</p>	<p>6.1 (c) Member Ryan provided an update to the Transition Meeting attended with HDR on April 4th, in addition to providing minutes in overview of the meeting discussed organization of weekly meeting updates with HDR along with expedited scheduling of the 4 designated locations for completion of the Spring Waste Stream Characterization analysis; and Mary Anne Overwater – Chair Mountain View Waste informed that the waste analysis event for their location was completed in record time of 6.0 hours; Member Sheppard also echoed similar progress for the Special Areas location.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>6.2 MOTION BY MEMBER Warnock to receive the action log updates up to and including 2016-04-22 as received for information.</p> <p style="text-align: right;">CARRIED ALL</p> <p>6.3 Administration provided an update to the Federation of Canadian Municipalities (FCM) grant funding application status informing that on April 4th notification was received reporting that the application received successful Peer Review and therefore had been put forward to the Funding Council for final review set for May 30, 2016.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>6.4 The Alberta Collaboration Program (ACP) grant application letter of award notification was issued on March 26, 2016 notifying SAEWA through Town of Trochu that the application to fund the Site and Technology Feasibility Development was not successful; Member Ryan also informed the Board that the Executive addressed a letter in follow up to Deputy Minister Brad Pickering in request of additional explanation to report accurately to the Board the factors involved in the decision; a detailed discussion resulted.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p>
<p>MTN B2016-04-06</p>	<p>6.5 MOTION BY MEMBER Grant directing administration to develop a worksheet to track collective data input sourced from Municipal Members retroactive the date of incorporation which will in result will be utilized to demonstrate an active account in scale of the membership financial investments made towards the project initiative to date; noting that this deliverable has been assigned a two week quick turn-around requiring that the data be reported back to the Executive on May 13, 2016; and in result this information will be communicated back to the Deputy Minister, Brad Pickering to fully demonstrate the significant level of municipal collaborative investment and support contributed to moving this project forward representative of the 68 plus municipal membership (300,000 population).</p> <p style="text-align: right;">CARRIED ALL</p>

<p>MTN B2016-04-07</p>	<p>6.6 MOTION BY MEMBER Sheppard to receive for approval the 2015 Audited Financials to present at the AGM 2016.</p> <p align="right">CARRIED ALL</p>
<p>MTN B2016-04-08</p>	<p>6.7 MOTION BY MEMBER Armstrong to receive the 2015 Budget Actual Report in review and explanation of variance that informed that the 2015 budget was very much reflective of the scaled up progress of project deliverables in alignment with the higher payables as a result and increased stakeholder engagement expenses over the reporting period of 2015; also stating that the budget est. for 2015 was in line with the budget actual as informed with the only considerable variance resulting from an overage in estimate of the 2015 membership receivables and carry over revenue that is being committed to 2016 for the FCM Match Grant currently in progress of review.</p> <p align="right">CARRIED ALL</p>
<p>MTN B2016-04-09</p>	<p>6.8 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. (note: this process will take approximately 5 – 8 weeks and should be completed by end May 2016) Member Grant then asked if HDR will be performing the studies and Member Ryan commented to say “no decision has been made on the selection of contractors to perform the next set of engineering tasks”.</p> <p align="right">RECEIVED FOR INFORMATION</p>
<p>MTN B2016-04-09</p>	<p>6.9 (i) MOTION BY MEMBER Grant To receive the Governance & Nominations Committee Meeting Minutes 2016-04-16; as they set out to accept AGM materials and procedural notes in accordance with those applied at the 2015 AGM with the exception of referenced changes to the Special Rules; to put before the floor at the start of the AGM 2016 a vote to in effect to make changes to the status of New Member voting authority (2015 New Members paid in good standing); and for a Special Resolution to be made at the AGM 2016 to incorporate into the bylaws the New Membership Policy.</p> <p align="right">CARRIED ALL</p>
<p>MTN B2016-04-10</p>	<p>6.9 ii) MOTION BY MEMBER White To appoint June 10, 2016 as the AGM 2016 official date of to be notified to the membership with a start time of 10:00 am and location: Community Hall, Champion, AB; further noting the date of the AGM was put over in concern that quorum may otherwise not be met.</p> <p align="right">CARRIED ALL</p>
<p>MTN B2016-04-11</p>	<p>6.9 (iii) MOTION BY MEMBER Sheppard To ratify decision to accept MTN G2016-04-08 put before the Board in</p>

<p>MTN B2016-04-12</p>	<p>recommendation of New Member Voting Status be provided to 2015 New Members paid in good standing by way of putting forward to the floor a vote at the start of order of AGM business; also directing administration to incorporate into the order of business of the AGM 2016 script.</p> <p align="right">CARRIED ALL</p> <p>6.9 (iv) MOTION BY MEMBER Juska To accept the AGM 2016 agenda in accordance with that of AGM 2015 with the following amendments as outlined:</p> <ol style="list-style-type: none"> 1. Order of Script to include opening vote to provide voting authority to New Members (ref. New Members 2015 paid in good standing). 2. New Members (2015) to put forward in advance of AGM by authority of Municipal Council motion forwarding representative name for recommendation to fill a vacant Director seat should one come available by AGM floor vote. 3. To present for distribution at the AGM 2016 a copy of the Executive Summary in advance of the Detailed Business Plan. 4. To incorporate into the agenda an In Camera – Legal item. <p align="right">CARRIED UNANIMOUSLY</p>
<p><u>Item 7:</u> New Business MTN B2016-04-13</p>	<p>7.0 NEW BUSINESS ITEMS:</p> <p>7.1 MOTION BY MEMBER Armstrong To accept Big Country application for New Membership as non-voting Members effective 2016.</p> <p align="right">CARRIED ALL</p>
<p>MTN B2016-04-14</p>	<p>7.2 MOTION BY MEMBER White to accept withdrawal of membership received from Town of Claresholm 2014-04-14.</p> <p align="right">CARRIED ALL</p>
<p><u>Item 8:</u> For Information MTN B2016-04-15</p>	<p>8.0 ITEMS FOR INFORMATION:</p> <p>MOTION BY MEMBER Grant To receive items 8.1 – 8.4 for information and to approve payment of HDR WSC and DBP Invoices in the total sum of \$24,990.00.</p> <p align="right">CARRIED ALL</p>
<p><u>Item 9:</u> Member Reports</p>	<p>9.0 MEMBER REPORTS: No reports at this time.</p>
<p>Meeting Adjourned: 3:30 pm MTN B2016-04-16</p>	<p>MOTION BY MEMBER Warnock in adjournment of meeting at 3:30 pm. Member Stephen Procee, on behalf of Town of Olds will be host to the May 27th Board Meeting. Location: Town of Olds Admin Bldg., Olds, AB.</p>