

SAEWA Executive Committee Meeting: Wednesday, November 9, 2016
Conference Dial-in Number: [+1 888 299 2873](tel:+18882992873) Participant Access Code: 746-230-205

Executive Committee Members: 4 Absent: 0 Total: 4	Ben Armstrong Chair Wheatland County	Paul Ryan, Vice-Chair MD of Bighorn
	Kim Craig Town of Coaldale	Val Warnock Town of Trochu
Agenda Item #		
Also Present: Sherry Poole – SAEWA Manager		
<u>Item 1:</u> Call to Order: 10:03 am	CHAIR Armstrong called the meeting to order at 10:03 am.	
<u>Item 2:</u> Adoption Agenda 2016-11-09 MTN E2016 11 01	MOTION BY MEMBER Ryan In adoption of 2016-11-09 agenda with amendments as noted: <p align="right">CARRIED ALL</p>	
<u>Item 3:</u> Adoption Minutes 2016-10-14 MTN E2016 11 02	MOTION BY MEMBER Warnock In adoption of 2016-10-14 Meeting Minutes. <p align="right">CARRIED ALL</p>	
<u>Item 4:</u> Old Business Items Action Item	4.0 Old Business Items:	
Action Item	4.1 Member Ryan provided update regarding work with Pembina Institute, David Klug in the development of the Media Release: Annual Report, and with further discussion on this it was determined that the Annual Report and release will go out as a communication package to the media and the membership including (3) documents: 1. Media Release 2. Annual Report 3. HDR final power-point. As well, the package will be uploaded to www.saewa.ca as a News Bulletin: Briefing package. <p align="right">ACTION ITEM</p>	
MTN E2016 11 03 Action Item	4.2 Member Ryan confirmed that he will be presenting to Town of Sundre Council on November 21, 2016 @ 6pm as requested, a presentation overview was provided to their Council in advance. <p align="right">ACTION ITEM</p>	
	4.3 MOTION BY MEMBER Warnock Directing administration to prepare and submit a speaker proposal, in reply to the Economic Development Alberta Call for Speakers at the 2017 Annual Conference. <p align="right">ACTION ITEM – CARRIED ALL</p>	

<p>MTN E2016 11 04 Action Item</p>	<p>4.4 MOTION BY MEMBER Ryan In approval of SAEWA preparing to submit an application for the 2016 – 2017 intake December 15, 2016 deadline date for funding to the Alberta Community Partnership – InterMunicipal Collaborative Initiative Funding to complete the Site Selection Project; as well Fred Kramer, HDR has offered to assist SAEWA in the draft of the application and therefore requested a copy of the template be provided to him by administration.</p> <p style="text-align: right;">ACTION ITEM – CARRIED ALL</p> <p>4.5 After careful consideration, it was determined that SAEWA is not prepared at this time to submit an application for consideration in the Emissions Reduction Alberta (2016) call for interest in submitting a proposal.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>4.6 Administration provided an update to the Strategic Planning Session in final confirmation of details: as scheduled for November 25th, 2016 Friday time: 10 am – 4pm and Wheatland County Council, lunch to be supplied by SAEWA, and administration will work with Julie Friesen, the coordinator to complete the agenda for circulation prior to the session.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p>
<p><u>Item 5:</u> New Business Items Action Item</p> <p>Action Item</p> <p>MTN E2016 11 05 Action Item</p>	<p>5.0 New Business Items:</p> <p>5.1 Action Log Update received for November 9, 2016, where it was determined in review of item #9 re: Decentralized Energy Canada Membership that SAEWA will not be pursuing further consideration of membership at this time. Administration will provide an update to DEC.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>5.2 SAEWA Monthly Balance Sheet October 30, 2016 deferred as the ATB Statement for end October has not been received as of 2016-11-09, which is a requirement to preparing the balance sheet.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>5.3 MOTION BY MEMBER Craig In approval of items received for information including Box Clever Invoice rec. 2016-11-08 for the fees for upgrade to advanced hosting for the service period of 2016 – 2017, as approved prior by the Board on 2016-10-28; and the Citrix Monthly Service Invoice for November 9 – December 8, 2016</p> <p style="text-align: right;">ACTION ITEM – CARRIED ALL</p>
<p><u>Item #6:</u> For Information</p>	<p>6.0 Items for Information There are no items put forward at this time.</p>

<p><u>Item #7:</u> Member Reports</p>	<p>7.0 Member Reports: There are no member reports at this time.</p>
<p>MTN E2016 11 06 Adjournment 11:24 am</p>	<p>MOTION BY MEMBER Ryan In adjournment noting next meeting date December 9, 2016.</p> <p style="text-align: right;">CARRIED ALL</p>

Approved MTN E2017 01 02