

Minutes from Board Meeting held on Friday, August 26, 2016		
Lethbridge County Administration Bldg., Lethbridge, AB.		
Call to Order: 12:06 pm. Chair Armstrong called the meeting to order		
	Director/Member	Director/Member
Directors Present: 11 Directors Absent: 1 Alternates Present: 2 Non-Voting Present: 0 Special Guests: 1 Quorum: 7	Ben Armstrong – Chair Berniece Bland, Alternate Wheatland County <i>Drumheller & District Solid Waste *</i>	Paul Ryan – Vice 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>	Dennis Cassie - absent Town of Coalhurst <i>Town of Coalhurst</i>	Kim Craig Town of Coaldale <i>Town of Coaldale</i>
	Judy Dahl Larry Wright, Alternate Town of Olds <i>Town of Olds</i>	Ben Goetz Town of Glenwood <i>Chief Mt Regional Waste Commission*</i>
	Tom Grant Town of Vulcan <i>Vulcan District Waste Commission</i>	Ray Juska Village of Duchess <i>Newell Regional Solid Waste Management Authority Ltd</i>
	Greg Sheppard Special Areas <i>Special Areas/Big Country Waste Management Commission</i>	Val Warnock Town of Trochu <i>Drumheller & District Solid Waste*</i>
	Joe Watson Town of Picture Butte <i>Town of Picture Butte</i>	Tom White Lethbridge County <i>Lethbridge County</i>
	Terry Diack - absent Town of Three Hills <i>Town of Three Hills</i>	Patricia McKean - absent Mountain View County <i>Mountain View County</i>
	Robert Reid Village of Cremona <i>Village of Cremona</i>	Chris Vardas - absent Town of Sundre <i>Town of Sundre</i>
		Al Gil - absent Town of Carstairs <i>Town of Carstairs</i>
Special Guests: 1		
<u>Agenda Item #</u>	<u>Motion</u>	

<p><u>Item 1:</u></p>	<p>1.0 Meeting called to order by Chair Armstrong @ 12:06 pm.</p>
<p><u>Item 2:</u> Adoption of Agenda MTN B2016-08-01</p>	<p>2.0 MOTION BY MEMBER Grant To adopt the 2016-08-26 Board Agenda with amendments as noted: 5.3 Moved to 5.1 to allow for HDR, Fred Kramer presentation to be received by the Board in first priority of business</p> <p align="right">CARRIED ALL</p>
<p><u>Item 3:</u> Adoption of Board Minutes MTN B2016-08-02</p>	<p>3.0 MOTION BY MEMBER Ryan To adopt the 2015-07-21 Board Minutes</p> <p align="right">CARRIED ALL</p>
<p><u>Item 4:</u> For Information MTN B2016-08-03</p>	<p>4.0 MOTION BY MEMBER Craig To receive 2016-08-12 Executive Meeting Minutes – draft for information.</p> <p align="right">CARRIED ALL</p>
<p><u>Item 5:</u> Business Arising</p> <p>MTN B2016-08-04</p> <p>MTN B2016-08-05 Action Item</p> <p>Action Item</p> <p>Action Item</p>	<p>5.0 BUSINESS ARISING FROM THE BOARD MINUTES:</p> <p>5.1 MOTION BY MEMBER Goetz To receive for information the HDR, Fred Kramer in-person presentation made to the Board 12:10 – 1:00 pm.</p> <p align="right">CARRIED ALL</p> <p>5.2 MOTION BY MEMBER WARNOCK To receive Action Log update for the period up to August 26, 2016 as reported by administration.</p> <p align="right">CARRIED ALL</p> <p>5.3 As per Board MTN B2016-06-07 administration updated the Board to advise that the Director feedback list has been collated as complete and will be submitted to HDR in follow up to the meeting.</p> <p align="right">ACTION ITEM - RECEIVED FOR INFORMATION</p> <p>5.4 As per Board MTN 2016-07-12 HDR, Fred Kramer notified the Board that the waste members were requisitioned to provide additional waste data information comparative analysis which is now successfully 95 % complete, as was required to update the DBP as is now in progress of completion and further advised that the Board can expect for this to be completed prior to</p>

	<p>September 23rd .</p> <p style="text-align: right;">ACTION ITEM - RECEIVED FOR INFORMATION</p> <p>5.5(a) Chair Armstrong updated the Board on the DEC Meeting held with the Executive via teleconference on August 12th informing that the Director of DEC, Anouk along with her business associate Danny Way discussed the potential for connecting SAEWA with relevant ministries informing that the ministries to focus on should be Economic Development and Trades, and Transportation and Infrastructure, in addition to those already being considered by SAEWA summarizing to say that through DEC membership opportunity, SAEWA could benefit from the government networks and connections to be resourced through DEC membership at the cost of \$2,000.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p>
<p>MTN B2016-08-06 Action Item</p>	<p>5.5(b) MOTION BY MEMBER Ryan Directing administration to research and report membership details and cost back to the Board on September 23rd .</p> <p style="text-align: right;">ACTION ITEM - CARRIED ALL</p>
<p>Action Item</p>	<p>5.6 As per Board MTN B2016-07-11 administration reported back to the Board options available for purchasing an Information Management System to be integrated into the website, relaying that Member Grant did put administration in contact with Town of Vulcan IT provider whom conveyed cost effective ease and satisfaction overall in result of implementing a secure login page to their website as most viable and cost effective solution for secure information sharing options available; also the web developer contractor Box Clever did provide an estimate to develop a secure login page that could be fully managed and access provisioned through SAEWA administration at real time; the cost impact is \$1,500 dollars a one- time cost however this would require that the hosting be upgraded from basic to advanced which will be an increased cost upset of \$1300 dollars up from \$365.00 renewed annually September. The Board put this over for further review and decision on September 23rd .</p> <p style="text-align: right;">ACTION ITEM - FURTHER UPDATE REQUIRED</p>
<p>MTN B2016-08-07 Action Item</p>	<p>5.7 MOTION BY MEMBER White To receive the strategic planning template for information directing administration to coordinate with a municipal facilitator to determine availability to facilitate a strategic planning session for SAEWA noting that Member Craig provided the name of Mike Scheidl as a recommended municipal facilitator.</p>

	ACTION ITEM - CARRIED ALL
<u>Item 6:</u> New Business	6.0 NEW BUSINESS ITEMS: 6.1 No new business items at this time
<u>Item 7:</u> For Information MTN B2016-08-08	7.0 ITEMS FOR INFORMATION: MOTION BY MEMBER Ryan To receive items for information including: <ol style="list-style-type: none"> 1. Citrix Monthly Invoice 2. ATB Statement dated to the end of July 31, 2016 <p style="text-align: right;">CARRIED ALL</p>
<u>Item 8:</u> Action Item	8.0 MEMBER REPORTS: <p>8.1 Member Dahl put forward for discussion an interest in SAEWA receiving a monthly balance sheet to be reported by administration ongoing, which was confirmed by administration that this is already being provided quarterly and therefore could with ease be implemented in the monthly reporting package going forward. <p style="text-align: right;">ACTION ITEM - RECEIVED FOR INFORMATION</p> <p>8.2 Member Juska reported in reference to the recent waste information collected, mentioning that in the report there should be an asterisk showing those connected to landfills / or not and costs associated. <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>8.3 Member Warnock reported to the Board on a recent attended event where a conversation occurred with Houston Meding, Legislative Assistant to Senator Douglas Black Q.C. (AB) which presented an opportunity to inform Houston to inform the Senator of the SAEWA initiative and rising challenges with engaging in discussions with the provincial government ministries, where Houston responded in follow up to SAEWA via an email providing very positive feedback. <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>8.4 Member Ryan reported on the Taber presentation made August 2nd mentioning that there were a couple questions raised by the panel in reference to an MRF and a prior Annual General Meeting, all in all Paul said it was a positive presentation and he reminds administration we will continue to record and track all stakeholder engagement expenses. <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>8.5 Member Craig raised a question to the Board, asking “is there a business case showing beneficial use of landfill sites once a Waste –for- Energy (WfE)</p> </p></p></p></p>

	plant is built”, the discussion concluded that if not, there should be. RECEIVED FOR INFORMATION
Meeting Adjourned:	MOTION BY MEMBER Warnock In adjournment of meeting at 3:05 pm. Member Grant on behalf of Town of Vulcan has advised that they will host the September 23rd, 2016 Board Meeting. CARRIED ALL