



SOUTHERN ALBERTA ENERGY FROM WASTE ASSOCIATION (SAEWA)

BOARD ORIENTATION MEETING – Thursday, November 30, 2017 1:00 – 3:15 pm

Champion Community Centre, Champion, AB.

On behalf of the SAEWA Chair, Ben Armstrong, and Vice Chair, Paul Ryan we would like to welcome you by extending invitation to the Board Orientation Meeting to be held Thursday, November 30, 2017 at the Champion Community Centre, Champion, Alberta.

In advance of the meeting please find the enclosed background briefing documents which you may find informing in advance of your attendance.

Thank you again, we are looking forward to working with you on this important initiative to South Western Alberta.

BACKGROUND INFORMATION TO INCLUDE:

1. SAEWA HISTORY
2. SAEWA MISSION STATEMENT;
3. SAEWA ORGANIZATIONAL CHART, CONTACTS;
4. SAEWA Directors Role & Responsibilities;
5. SAEWA BYLAWS (2014);
6. SAEWA GOVERNANCE PLAN;
7. SAEWA Letter of Incorporation; and
8. SAEWA Membership Policy

9. SAEWA Membership Footprint Map (2017) (inserted into document)

1. SAEWA HISTORY:

The Southern Alberta Energy from Waste Association (SAEWA) was developed in (2012) and is registered as a non-profit society in incorporation (2012 – 2017) which is comprised of a Board of Directors (12); and an Executive Officer Committee (4). The SAEWA Governance Plan as the set guidelines by which SAEWA operates under and the association is also legislated by the SAEWA Bylaws registered at the Society of Alberta (2014). Copies of these documents can be resourced via the website at: www.saewa.ca/ background documents.

2. SAEWA MISSION STATEMENT:

The Southern Alberta Energy from Waste Association (SAEWA) is a coalition of waste management jurisdictions with an interest in implementing technologies to recover energy from residual waste and reduce long-term reliance on landfill disposal. With membership of 60 plus municipalities, encompassing 12 waste authorities and waste commissions, SAEWA represents a significant portion of the population of Southern Alberta outside of the 3 large urban municipalities.

3. SAEWA ORGANIZATIONAL CHART (2016 – 2017):

Contact: SAEWA Managing Director – Sherry Poole, sherry@saewa.ca or (403) 563-5759

EVEN YEAR TERM - DIRECTORS: 2016 – 2018 (2 YEAR TERM)

1. SAEWA CHAIR (2016 – 2018), BEN ARMSTRONG, COUNTY OF WHEATLAND (Councilor acclaimed 2017 – 2021) along with Berniece Bland as alternate to SAEWA Board.
2. SAEWA TREASURER (2016 – 2018), KIM CRAIG, TOWN OF COALDALE (Mayor acclaimed 2017 – 2021) along with Roger Hohm as designated alternate to SAEWA Board.
3. SAEWA DIRECTOR (2016 – 2018), THOMAS GRANT, TOWN OF VULCAN (Mayor acclaimed 2017 – 2021)
4. SAEWA DIRECTOR (2016 – 2018), LARRY WRIGHT, TOWN OF OLDS (Reappointed to SAEWA Board by Council 2017 – 2021)
5. SAEWA DIRECTOR (2016 – 2018), BOB REID, VILLAGE OF CREMONA (Councilor acclaimed 2017 – 2021)
6. SAEWA DIRECTOR (2016 – 2018), JOE WATSON, TOWN OF PICTURE BUTTE (Councilor acclaimed 2017 – 2021)

ODD YEAR TERM - DIRECTORS: 2015 – 2017 (2 YEAR TERM FOR REELECTION AGM 2017)

7. SAEWA VICE CHAIR (2015 – 2017), AND PROJECT LEAD, PAUL RYAN, MD OF BIGHORN (Councilor acclaimed 2017 – 2021)
8. SAEWA SECRETARY (2015 – 2017), VAL WARNOCK, TOWN OF TROCHU (Retired 2017 – SAEWA Board position vacancy)
9. SAEWA DIRECTOR (2015 – 2017), BEN GOETZ, VILLAGE OF GLENWOOD (Councilor acclaimed 2017 – 2021)
10. SAEWA DIRECTOR (2015 – 2017), TOM WHITE, COUNTY OF LETHBRIDGE (Councilor Retired – SAEWA Board position vacancy)
11. SAEWA DIRECTOR (2015 – 2017), RAY JUSKA, COUNTY OF NEWELL (Reappointed to SAEWA Board by Council 2017 – 2021) along with Lionel Juss, as Alternate to SAEWA Board.
12. SAEWA DIRECTOR (2015 – 2017), GREG SHEPPARD, SPECIAL AREAS (Reappointed by Special Areas Waste Management Authority to SAEWA Board 2017 - 2021)

4. SAEWA Directors / Board Roles & Responsibilities

All Board of Director terms are served as 2 year terms, in early 2018 at the next Annual General Meeting (2017) the elections will be considered ODD year and therefore there are (6) positions available for election / reelection to the Board as noted in the organizational chart preceding.

The SAEWA Board of Directors will follow the Governance Plan in priority of achieving the mission. The SAEWA Bylaws (2014) are fundamental to the association regulations that are to be followed in accordance with carrying out the mission objective. SAEWA Board meetings are held on the last Friday of each month at rotating locations situated within the SAEWA membership footprint. e.g. Town of Vulcan; *and whereby appointed members representing their councils by appointment to the SAEWA Board will agree to not miss (3) consecutive monthly meetings in a row (www.saewa bylaws 2014 / voting and elections)*, to act as a liaison and information relay to their respective municipal councils. The previous month meeting minutes are summarized and distributed to board representatives in draft copy within 1 week following Board meeting dates. The draft minutes are reviewed and approved as final by the Board at the following Board meeting within 30 days after the date of draft (then can be found posted at www.saewa.ca / background documents / board meeting minutes). The SAEWA administration will also be expected to maintain current contact information of Directors, in addition to receiving a letter of appointment to the SAEWA Board; all membership registration documents are to be current year and maintained in order along with receipt of payment of dues in good standing at least 1 month prior to setting the Annual General Assembly date and prior to distribution of voter documents as set out in the www.saewa.ca / saewa bylaws: voting / directors and officers.

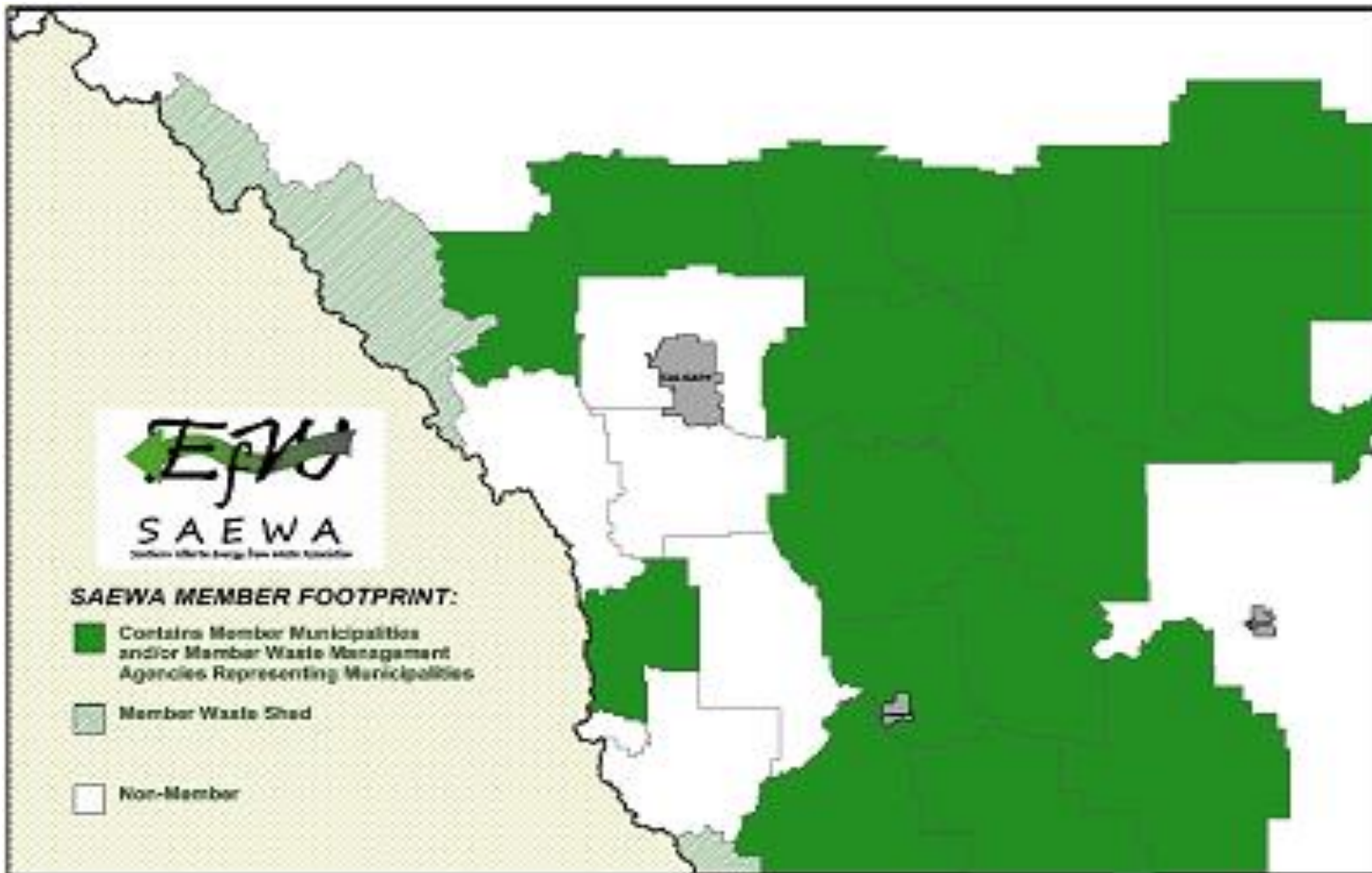
5. SAEWA BYLAWS (2014): (located www.saewa.ca / background documents / saewa bylaws)

6. SAEWA Governance Plan: (located www.saewa.ca / background documents / saewa governance plan)

7. SAEWA LETTER OF INCORPORATION: (located www.saewa.ca / background documents / saewa letter of incorporation)

8. SAEWA Membership Policy: (located www.saewa.ca / background documents / saewa membership policy

9. SAEWA FOOTPRINT MAP



Thank you in advance of your attendance on behalf of SAEWA Chair, Ben Armstrong and SAEWA Vice Chair, Project Lead Paul Ryan.

If additional information is requested please contact the writer:

Sherry Poole, SAEWA Administrator at: sherry@saewa.ca