

BOARD MEETING SUMMARY SHEET

SAEWA Board Meeting Date: September 22, 2017

Key Discussion Points:

1. Review of Transportation and Site Study progress to date delivered by Paul Ryan, Project Lead (SAEWA Vice Chair) as follows:
 - HDR, the lead engineer supplied a memo to the Board 2017.09.21 providing a summary of recent activities related to the FCM scope that included an overview of the Life cycle Emission Benefit Analysis and the Transportation Study activities being completed.
 - Paul notified the Board that the O & G deliverable due today did not occur and he is hoping to have it by month end.
 - In camera item
2. SAEWA administration has received requests for meetings from private waste companies.
3. In camera item
4. Administration provided an update to include notification to the Board that the Annual Report 2017 is in production and will be finalized for distribution to members along with the notice of the Annual General Meeting (AGM) 2017 scheduled for November 30th at the Champion Community Hall; also advising that the member invoicing is prepared to submit. **(See note: Item 2 below references recommendation made by the Executive on 2017.10.11 advising to hold Director Orientation Meeting, November 30th to allow additional time required for completion of the Life cycle Analysis scope of work)**
5. On behalf of the board Chair, Ben Armstrong and Vice Chair, Paul Ryan mention of thank you was made to all for serving on the SAEWA board; special thank you to Mayor Judy Dahl, Olds; Val Warnock, Trochu; and Ben Goetz, Glenwood as they have advised that they will not be running for re-election.
6. The New Delegate Briefing package is on hold for 2 weeks to allow for the estimated delay in completion of the O & G report; these items will be expected to be presented to the Board 2017.10.27 at Wheatland County.
7. In delivery of member reports, it was brought to attention by Member Tom Grant and confirmed by the SAEWA Board (as documented in the SAEWA bylaws): "In the absence of a representative appointed to the SAEWA board by member council, the SAEWA board can appoint an individual to act as an appointee to the board and therefore the appointee would not be required to be an elected Official".

Key Deliverables for Next Board Meeting:

1. O & G Environmental along with Pembina Group is expected to have the Lifecycle Emission Benefit Analysis Review and Recommendations Report presented to the Board on 2017.10.27. **See note below in item 2.**
2. The AGM planning by recommendation will be added to the October 27th Board Meeting Agenda for further discussion. **Special Note: On 2017.10.11 the Executive made recommendation to hold the Director Orientation Meeting, November 30th @ 1:00pm at the Champion Community Hall; to provide additional timing required for completion of the Energy-from-Waste Life cycle Analysis scope of work to be received in priority of setting a date for the AGM.**

In Summary:

There has been a delay in receiving the O & G Life cycle Analysis Review and Recommendations due to engineering delays otherwise it is noted that the project is still on track for completion November - December. **(Further updates to be provided at the next Board Meeting scheduled for Wheatland County on October 27, 2017.)**