

Minutes from Board Meeting held on Friday, October 23, 2015		
MD of Bighorn, Exshaw, AB		
Call to Order: 12:30 pm. Vice Chair Ryan (acting Chair) called the meeting to order @ 12:30 pm		
	Director/Member	Director/Member
Directors Present: 10 Directors Absent: 4 Alternates Present: 0 Non-Voting Present: 2 Non-voting Absent: 1 Quorum: 9 Special Guests: 3	Chair, Kim Craig - absent Town of Coaldale <i>Town of Coaldale</i>	Paul Ryan – Acting Chair of Meeting 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 - absent Lethbridge County <i>Lethbridge County</i>
	Greg Sheppard Special Areas <i>Special Areas/Big Country</i>	Ray Juska – call in Village of Duchess <i>Newell Regional Solid Waste Management Authority Ltd</i>
	Dennis Cassie - absent 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 – call in Village of Milo <i>Village of Milo</i>	Michel Jackson Black Diamond <i>Foothills Regional Services Commission*</i>
	Terry Diack - absent Town of Three Hills <i>Town of Three Hills</i>	Steven Procee Town of Olds <i>Town of Olds</i>
	Patricia McKean Mountain View County <i>Mountain View County</i>	
Special Guests (3):	Mary Anne Overwater – Councillor, Town of Olds and Chair, Mountain View Regional Waste Commission Verna McFadden – Councillor, Town of Sundre Media Representative:	

<u>Agenda Item #</u>	<u>Motion</u>
<u>Item 1:</u>	Meeting called to order by Vice Chair Ryan @ 12:30 pm. To accommodate guests introductions were provided.
<u>Item 2:</u> Adoption of Agenda 2015-10-23 MTN B2015-10-01	MOTION BY MEMBER Grant to accept 2015-10-23 Agenda with an amendment as follows: 5.3 FCM Funding application update 5.4 SAEWA presentation update and expense reimbursement submitted by Member Ryan 6.5 In Camera moved to item 9.0 CARRIED ALL
<u>Item 3:</u> Adoption of Board Minutes 2015-09-28 MTN B2015-10-02	MOTION BY MEMBER Armstrong to adopt the 2015-09-28 Board Minutes as received. CARRIED ALL
<u>Item 4:</u> For Information MTNB2015-10-03	MOTION BY MEMBER Jackson to receive 2015-10-14 Executive Meeting Minutes for information. CARRIED ALL
<u>Item 5:</u> Business Arising MTN B2015-10-04	BUSINESS ARISING FROM THE BOARD MINUTES: 5.1 MOTION BY MEMBER Sheppard in approval of the action log as presented to the Board; Member Grant also made recommendation for administration to insert an acronym legend into the document. CARRIED ALL
<u>Item 6:</u> New Business	NEW BUSINESS: 6.1 Administration noted that follow up has been initiated with AI-EES, and Dr. Li responded to say that she is currently in Asia and will address letter once she returns. FOR INFORMATION 6.2, 6.3, and 6.4 Administration reviewed the 2015-10-14 Meeting Summary and Waste Stream Characterization Schedule, as well as cover letters addressing members and non-members which are to be included with the survey distribution as presented by HDR for information to the Board noting that all were determined to be satisfactory. RECEIVED FOR INFORMATION 6.5 The Board reviewed the Alberta Recycling Management Association email that captured a conversation between ARMA CEO Doug Wright and Vice Chair Ryan where ARMA demonstrated interest in working with SAEWA on waste

<p>MTN B2015-10-07</p>	<p>characterization of specific recyclables; HDR has been requested to follow up with ARMA in this regard and to report back to the executive on the matter. FOLLOW UP ACTION REQUIRED</p> <p>6.6 MOTION BY MEMBER Juska directing administration to work with Vice Chair Ryan to ensure draft and distribution of a SAEWA media release notifying .of upcoming Waste Stream Characterization and Detailed Business Plan initiative updates; noting that the media release is to be distributed on October 26th prior to the scheduled waste characterization survey distribution which will follow. FOLLOW UP ACTION REQUIRED</p> <p>6.7 Administration is to temporarily postpone the distribution of Q3 Briefing Notes Summary until response is received back from ARMA; this will allow opportunity to capture update into the summary. FOLLOW UP ACTION REQUIRED</p> <p>6.8 (a) Member Ryan provided an update to the Board regarding recent request for presentation to the Pathways 2 Sustainability November 9 – 10th at the Town of Olds; as well reported feedback on presentations recently provided at Rural Alberta Innovation and Learning (RAIL) Commons hosted by University of Alberta, at Augustana Campus, Camrose, AB. October 1 through 3, 2015; Member Ryan also reported that the University did authorize reimbursement of the speaker expenses; next the Foothills Regional Dinner presentation was reported as being a success; and the presentation to the Drumheller & District Solid Waste Management Association was determined to have provided a good opportunity for SAEWA to present the information accurately and first-hand to the group. RECEIVED FOR INFORMATION</p>
<p>MTN B2015-10-08</p>	<p>6.8 (b) MOTION BY MEMBER Jackson in approval of Member Ryan reimbursement claim for expenses incurred from facilitation of Board approved presentations for the total amount of \$2023.54. CARRIED ALL</p>
<p>MTN B2015-10-09</p>	<p>6.8 © Member Ryan also presented a copy of an email received from Pathways 2 Sustainability coordinator Lisa Fox which outlined the sponsorship cost to present at the opening plenary session on November 9th is \$500.00; the Chair of the Mountain View Regional Waste Commission was present at the meeting and commented that she would approach her Board as they are sponsors of the event and may be able to cover costs to SAEWA and co-partner on the associated expenses to present, stating that she “sees value and relevance in SAEWA presenting to this audience group”.</p> <p>6.8 (d) MOTION BY MEMBER Warnock in recommendation and approval of payment of the \$500 presenter fee which in the Board’s determination is beneficial for SAEWA to provide public education on the socio economic value and significance of the project developments to southern Alberta; noting it would</p>

	<p>be more egregious not to attend than to incur the cost of presenting given the benefit to the municipal partners that will be in attendance.</p> <p style="text-align: right;">CARRIED ALL</p>
<p><u>Item 7.0</u> MTN B2015-10-10 Items for Information</p>	<p>MOTION BY MEMBER Grant to accept items 7.1 – 7.3 received for information with the Board noting that as per item;</p> <p>7.3 Captured within the Vulcan Advocate article was a reference to Chair Craig stating that there were no new memberships and the comment raised questions from the Board. Reference was obviously quoted inaccurately given that there has been an increase of 4 memberships in the past 4 months.</p> <p style="text-align: right;">CARRIED ALL</p>
<p><u>Item 8:</u> Member Reports</p>	<p>MEMBER REPORTS:</p> <ol style="list-style-type: none"> 1. Guest attendee Mary Anne Overwater, Councillor Town of Olds and Chair, Mountain View Regional Waste Commission spoke to the recent attendance at presentations made by Member Ryan on behalf of SAEWA stating that they were appreciative of receiving and also see benefit of Mountain View Regional Waste being a member; considerable discussions were made round the room in support of individual municipalities being members as well as the regional waste commission. 2. Mountain View County representative Patricia McKean also reiterated that she was active in promotion of the benefit of membership to her region. 3. Members Warnock and Armstrong both spoke of the recent presentation made by SAEWA to the Drumheller & District Solid Waste Management Association. Although DDSWMA did not sign the MOU, however Member Ryan answered some challenging questions and stayed the course to ensure that the information was accurately provided to the group mentioning that this is sometimes the most beneficial result of these presentation opportunities. 4. Member Jackson spoke in response to feedback received from Foothills Regional Dinner, also saying that Foothills Waste Commission postponed voting on membership to SAEWA until completion of Detailed Business Plan, as that is something they are waiting on for further consideration.
<p><u>Item 9</u> MTN B2015-10-11 In Camera 2:01pm</p>	<p>9.0 MOTION BY MEMBER Grant to go in camera at 2:01 pm.</p> <p style="text-align: right;">CARRIED ALL</p>
<p>MTNB2015-10-12 To proceed Out of Camera @ 2:33pm</p>	<p>9.1 MOTION BY MEMBER Armstrong to proceed out of camera at 2:33 pm.</p> <p style="text-align: right;">CARRIED ALL</p>
<p>MTNB2015-10-12</p>	<p>9.2 MOTION BY MEMBER Grant in approval of the HDR contract as presented with</p>

	<p>note that it is accepted with exhibit B as an attachment to the contract in reference to the HDR letter dated October 22, 2015. Attention was also brought forward to note the spelling errors contained within the document e.g. <i>payment</i> is spelled incorrectly; therefore administration will bring this to the attention of HDR to ensure accuracy of the contract.</p> <p>CARRIED ALL</p>
<p>Meeting Adjourned: 2:50 pm MTN B2015-10-13</p>	<p>MOTION BY MEMBER Warnock In adjournment of meeting at 2:50 pm. Member Juska, County of Newell has offered to host next BOD Meeting on November 27, 2015.</p> <p>CARRIED ALL</p>