

**SAEWA Executive Committee Meeting: Friday, June 3, 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	<b>Kim Craig</b> <b>Chair</b> Town of Coaldale	<b>Paul Ryan, Vice-Chair</b> MD of Bighorn
	<b>Ben Armstrong</b> Wheatland County	<b>Val Warnock</b> Town of Trochu
<b>Agenda Item #</b>		
Also Present: Sherry Poole – SAEWA Manager		
<u>Item 1:</u> Call to Order: 10:02 am	CHAIR Craig called the meeting to order at 10:02 am.	
<u>Item 2:</u> Adoption Agenda 2016-06-03 <b>MTN E2016 06 01</b>	MOTION BY MEMBER Armstrong In Adoption of 2016-06-03 Agenda with amendments as noted: 5.4 HDR Meeting update to be provided by Member Ryan 5.5 Request for Ministerial Briefings  <p align="right">CARRIED ALL</p>	
<u>Item 3:</u> Adoption Minutes 2016-05-13 <b>MTN E2016 06 02</b>	MOTION BY MEMBER Ryan In adoption of 2016-05-13 Meeting Minutes.  <p align="right">CARRIED ALL</p>	
<u>Item 4:</u> Old Business Items	4.0 Old Business Items: 4.1 Action Log update effective 2016-06-03 4.2 AGM 2016 review of documents and discussion items to include: - Script for input by the Chair and speaking notes required - Rules of Order - Ballot Card - Lunch budget for review 4.3 Administration advised that there are delays in receiving data detail from members as to date responses are slow to be submitted in report of their financial investment into SAEWA membership.  <p align="right">ITEMS RECEIVED FOR INFORMATION</p>	
<u>Item 5:</u> New Business Items <b>MTN E2016 06 03</b>	5.0 New Business Items: 5.1 MOTION BY MEMBER Ryan To direct administration to submit to Alberta Recycling Management Authority (ARMA) the Waste Stream Characterization confidential draft report along with Appendix 1: Waste Survey Responses along with the invoice for reimbursement in the amount of \$15,000.  <p align="right">CARRIED ALL</p>	

<b>MTN E2016 06 04</b>	<p>5.2 MOTION BY MEMBER Ryan To direct administration to coordinate with HDR a document process for collating the Detailed Business Plan – Confidential Draft that is to be submitted to members upon receipt of a letter of Motion by Council in request of a numbered copy, also noting that a formal announcement to this will be made at the AGM 2016 to advise members of what is required to make a formal request for a copy.</p> <p style="text-align: right;">CARRIED ALL</p>
	<p>5.3 FCM Contract Agreement deferred to later date as item not received as of yet. RECEIVED FOR INFORMATION</p>
	<p>5.4 Member Ryan provided an update to recent developments and discussions that occurred at the HDR Weekly Meeting update session held Monday previous. RECEIVED FOR INFORMATION</p>
<b>ACTION ITEM</b>	<p>5.5 The Executive have addressed importance of making a request for Ministerial Briefings along with presentation of the Confidential Draft of the Detailed Business Plan.</p> <p style="text-align: right;">ACTION ITEM</p>
<b>Item #6: For Information ACTION ITEM</b>	<p>6.0 Items for Information 6.1 Member Ryan advised that he will notify of date available to provide delegation to Town of Taber as he will have to move some items in his schedule to allow for availability. An update to this will be provided so as to allow for administration to confirm scheduling with the CAO Town of Taber.</p> <p style="text-align: right;">FOLLOW UP REQUIRED</p>
<b>Item #7: Member Reports</b>	<p>No Member Reports received.</p>
<b>Adjournment 12:00 pm</b>	<p>Meeting adjourned. Next Meeting date July 8, 2016.</p>