

**SAEWA Executive Committee Meeting: Friday, August 12, 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>Ben Armstrong</b> <b>Chair</b> Wheatland County	<b>Paul Ryan, Vice-Chair</b> MD of Bighorn
	<b>Kim Craig</b> Town of Coaldale	<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 Armstrong called the meeting to order at 10:02 am.	
<u>Item 2:</u> Adoption Agenda 2016-08-12 <b>MTN E2016 08 01</b>	MOTION BY MEMBER Warnock In Adoption of 2016-08-12 Agenda.  CARRIED ALL	
<u>Item 3:</u> Adoption Minutes 2016-07-08 <b>MTN E2016 08 02</b>	MOTION BY MEMBER Ryan In adoption of 2016-07-08 Meeting Minutes.  CARRIED ALL	
<u>Item 4:</u> Old Business Items  <b>MTN E2016 08 03</b>	4.0 Old Business Items: 4.1 The Action Log update effective 2016-08-12 was provided by administration. RECEIVED FOR INFORMATION	
<b>MTN E2016 08 04</b> <b>ACTION ITEM</b>	4.2 MOTION BY MEMBER Craig To accept Member Ryan’s report along with mention of thank you for making the presentation on behalf of SAEWA to the MD of Taber and the Agricultural Services Board on August 2 <sup>nd</sup> ; whereas Member Ryan reported that the session went well, a couple questions were presented for discussion and overall it was really positive in result.  (b) MOTION BY MEMBER Ryan Directing administration to create a spreadsheet to track Stakeholder Engagement expenses.  ACTION ITEM – CARRIED ALL	
<b>MTN E2016 08 05</b>	4.3 MOTION BY MEMBER Craig To receive the engineering progress update report by Member Ryan. RECEIVED FOR INFORMATION	
	4.4 Impromptu meeting with Decentralized Energy Canada (DEC) via tele-conference at 11:30 am following regular agenda items. RECEIVED FOR INFORMATION	

<p><u>Item 5:</u> New Business Items <b>ACTION ITEM</b></p> <p><b>ACTION ITEM</b></p>	<p>5.0 New Business Items:</p> <p>5.1 In review of Friends of Community Based Renewable Energy Opportunities Partnering for Alberta Energy Efficiency Presentation Red Deer, August 25<sup>th</sup>, 2016 it was determined that Chair Armstrong will be in attendance, as well the Executive have approved administration to register for the webinar session. ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>5.2 In action to Board Motion B2016-07-13 the Executive have agreed to put forward to the Board the Strategic Planning Session template provided by administration, for further consideration and discussion by the Board on August 26, 2016. ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>5.3 Brought forward for discussion was recommendation of Rise and Report format, where after much discussion the Executive are satisfied with the standard of process being followed, as set out in the MGA is sufficient for SAEWA. RECEIVED FOR INFORMATION</p> <p>5.4 The Executive are prepared to move forward on Board Motion B2016-07-11, where Member Ryan advised that he submitted an email to Pembina Institute to begin a discussion prior to SAEWA submitting an RFI to hire a qualified consultant to develop a Terms of Reference for the Transportation Impact Study, Paul stated that he will be following up with Jason Switzer, Senior Advisor to the Executive Director of the Pembina Institute. ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>5.5 After review of the draft letter in attention to the Minister, Hon. Danielle Larivee in request of meeting, Member Ryan commented that he will add to the composition of letter prior to distribution and as well the Executive determined that the letter should also be addressed to include in addition to Hon. Danielle Larivee, Minister, Municipal Affairs; Hon. Shannon Phillips, Minister of Environment and Parks; Hon. Brian Mason, Minister of Infrastructure and Transportation; and Hon. Deron Bilous, Minister of Economic Development and Trade as recommended by Decentralized Energy Canada Director, Anouk. ACTION ITEM – RECEIVED FOR INFORMATION</p>
<p><u>Item #6:</u> For Information <b>ACTION ITEM</b></p>	<p>6.0 Items for Information:</p> <p>6.1 Member Craig put forward an email request he had received from South Grow Regional Initiative Director, Pete Lovering in request of permission to upload a copy of the presentation made by Bruce Howie to the SAEWA Board which is found at <a href="http://www.saewa.ca">www.saewa.ca</a> where the Executive approved for administration to work with the organization linking them to SAEWA documents that are public information on the SAEWA website. ACTION ITEM – RECEIVED FOR INFORMATION</p>

<p><b>ACTION ITEM</b></p>	<p>6.2 Invoices from Box Clever for the annual web hosting fee September 2016 – 2017, as well as ATB monthly statement for July 31, 2016 received for information to be put before the Board.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p>
<p><b>ACTION ITEM</b></p>	<p>6.3 Decentralized Energy Canada Director, Anouk and partner representative Danny Way tele-conferenced into the meeting session at 11:30 am for them to provide the Executive with the company background communicating the value of SAEWA by way of membership, can form a relationship in referral and connection of the DEC organization with respective government ministries, where Anouk further explained that DEC has as part of their mandate has been working extensively in alignment with the “new” government and in result has established strong connections that can be leveraged by their members in establishing engagement connections such as those ministries relevant to SAEWA, recommended by Anouk as Transportation and Economic Development; as well membership opportunity was presented to SAEWA for consideration of the Board.</p> <p style="text-align: right;">ACTION ITEM RECEIVED FOR INFORMATION</p>
<p><u>Item #7:</u> Member Reports</p>	<p>7.0 Member Reports: No member reports at this time.</p>
<p><b>Adjournment 12:25 pm</b></p>	<p>Meeting adjourned. Next Meeting date September 12, 2016.</p>