

SAEWA Executive Committee Meeting: Friday, February 10, 2017
Conference Dial-in Number: [+1 888 299 2873](tel:+18882992873) Participant Access Code: 746-230-205

Executive Committee Members: 4 Absent: 0 Total: 4	Ben Armstrong Chair Wheatland County	Paul Ryan, Vice-Chair MD of Bighorn
	Kim Craig Town of Coaldale	Val Warnock Town of Trochu
Agenda Item #		
Also Present: Sherry Poole – SAEWA Manager		
<u>Item 1:</u> Call to Order: 10:03 am	Chair Armstrong called the meeting to order at 10:03 am.	
<u>Item 2:</u> Adoption Agenda 2017-02-10 MTN E2017 02 01	MOTION BY MEMBER Craig In adoption of 2017-02-10 agenda. <p align="right">CARRIED ALL</p>	
<u>Item 3:</u> Adoption Minutes 2017-01-13 MTN E2017 02 02	MOTION BY MEMBER Warnock In adoption of 2017-01-13 Meeting Minutes. <p align="right">CARRIED ALL</p>	
<u>Item 4:</u> Old Business Items Action Item	4.0 Old Business Items:	
Action Item	4.1 Member Ryan provided Transportation and Site Study status update informing that a meeting is scheduled with Pembina Group on Monday, February 13, 2017 to discuss scope of environmental scan; also noted is that the University of Alberta proposal can be expected to be received by mid-month, and prior to moving forward with HDR, SAEWA can expect an amended service agreement. <p align="right">ACTION ITEM - RECEIVED FOR INFORMATION</p>	
Action Item	4.2 Administration provided a communication update that included drafts of the Winter Edition of the newsletter and the FAQ Sheet; Member Ryan forwarded the copy of the FAQ sheet draft to Konsul Strategies for further review; Konsul Strategies recommended editing markups that were incorporated into the document by administration; as part of this action Member Ryan also requested administration to submit Communication Master list for review prior to distribution of FAQ Sheet. <p align="right">ACTION ITEM – RECEIVED FOR INFORMATION</p>	
Action Item	4.3 Administration reported receipt of an outdated Project Progress schedule from HDR which was copied to Member Ryan for review and comment; in discussion it was determined that the schedule would require updating however will not be actioned until HDR supplies an updated service agreement and Member Ryan will be working with them to supply within the next week.	

<p>Action Item</p>	<p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>4.4 As noted in item 4.2 communication update administration supplied a draft copy of the Winter Edition of the Newsletter: “It’s A Game Changer”.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>4.5 Member Ryan to report on presentation at the Alberta Cares Conference on February 23, 2017.</p> <p>4.6 Administration reported back in response to the request by the Board put forward to Derek Taylor, KPMG the accountant whom has confirmed that the (2016) ARMA line item reported as a negative or debit amount is confirmed as being reported correctly according to accounting guidelines; as affirmed within the email reply supplied by Derek where he also explained that the amount is a one off out of scope project reimbursement for fees paid for in advance by SAEWA it is to be reported as a - debit otherwise if the amount was an ongoing revenue or operational item it would have to be captured as positive revenue, or a + credit.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p>
<p><u>Item 5:</u> New Business Items Action Item</p> <p>Action Item</p> <p>Action Item</p>	<p>5.0 New Business Items:</p> <p>5.1 Action Log update received for period up to February 10, 2017.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p> <p>5.2 In review of the Board decision to move forward towards the professional development of a “New” Economic Development Strategy Plan the Executive reviewed for consideration the Western Diversification Fund grant opportunity intake with deadline date of February 23, 2017 determining the funding would be a good fit therefore directed administration to submit an application.</p> <p style="text-align: right;">ACTION ITEM</p> <p>5.3 The Executive reviewed another funding initiative put forward by Alberta Innovates determining that the funding will not fit that the guidelines for acceptance are projects that will manage msw 1,000 t to 45,000 that are small low cost operations.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p> <p>5.4 In response to Board MTN 2017-01-09 the Executive further discussed options available to move forward on professional development of the “New” Economic Development Strategic Plan as noted in 5.2 and 5.3 above; SAEWA will continue to reach out to Member Wright to determine interest and availability in acting as a liaison to this economic initiative and administration reported reaching out in consultation with South Grow Regional Economic Development Initiative Director, Pete Lovering whom has advised that he will be returning from holidays end February and will contact administration to discuss further.</p> <p style="text-align: right;">ACTION ITEM – RECEIVED FOR INFORMATION</p>

<p><u>Item #6:</u> For Information MTN E2017-02-03</p>	<p>6.0 Items for Information and Discussion:</p> <p>MOTION BY MEMBER Craig</p> <p>To receive for information items 6.1 through 6.8 to be put before the Board 2017-02-24 for decision and discussion.</p> <p style="text-align: right;">CARRIED ALL</p>
<p><u>Item #7:</u> Member Reports</p>	<p>7.0 Member Reports:</p> <p>7.1 In addition to Member Ryan reporting that he will be meeting with Pembina Group representatives on Monday, February 13th he also provided feedback in attendance of the MLA Meeting held February 4th, 2017 stating that he has been asked by Mountain FM to be interviewed on behalf of SAEWA.</p> <p>7.2 Member Warnock advised that although she was not in attendance of the previous DDSWMA monthly Board meeting that she would be putting together the SAEWA project progress update to submit to the DDSWMA Board on February 17th and would like to put forward the FAQ as well the newsletter as a handout and asked if those resources could be available in advance of the meeting.</p> <p style="text-align: right;">RECEIVED FOR INFORMATION</p>
<p>MTN E2017 02 04 Adjournment 11:46 am</p>	<p>MOTION BY MEMBER Warnock</p> <p>In adjournment of meeting @ 11:46 am.</p> <p>Next Executive Meeting date: March 10, 2017 @ 10:00 am.</p> <p style="text-align: right;">CARRIED ALL</p>

Approved