

BOARD MEETING SUMMARY SHEET

SAEWA Board Meeting Date: October 27, 2017

Key Discussion Points:

1. Transportation and Site Study progress update received from Paul Ryan, Project Lead (SAEWA Vice Chair) as follows:
 - Motion to receive for acceptance the Environmental Lifecycle Analysis Go Forward Plan provided by HDR outlining the change in scope of work to be undertaken by HDR prior to Pembina Institute (O&G Environmental) providing the 3rd party review and recommendations which are now moved forward by 1 month, expected for completion by end November 2017.
 - In camera item
 - Motion Member Ryan to accept University of Alberta – Confidential Progress Report
2. Motion Member Reid to move forward on the Varley Fund, Rural Life grant application so as to complete the Transportation & Site Study - Energy from Waste (EfW) Life Cycle Analysis (LCA) statement of work (SoW) that has emerged as an out of scope requirement to the project completion along with which the Board would like to make mention in thank you to the Town of Vulcan Council for demonstrating their support by representing SAEWA as fund manager to the grant application.
3. Motion by Member Juska to receive for acceptance the Staff Report to the Board re: Annual General Assembly (2017) in recommendation to bring forward this item on the January 2018 Board Meeting Agenda for further discussion in planning the AGM (2017).
4. Motion Member Warnock designating November 30th, 2017 meeting date for the Board Orientation Meeting to be held: Champion Community Centre start @ 1:00 pm – 3:00 pm.
5. Administration has been directed to coordinate invitation to SAEWA Board Orientation Meeting; Notices will be distributed by end first week November in invitational request to Membership Administrations and Councils to attend *(as it is an afternoon meeting refreshments only will be provided).

Key Deliverables for Next Board Meeting:

1. Transportation and Site Study, Environmental Lifecycle Analysis scope of work to complete report and review will be undertaken by HDR, Lead Engineer and Pembina (O&G Environmental SoW) to produce peer review and report projected completion end of 2017, prior to further planning for next Annual General Meeting (to be brought forward for discussion end January 2018)

In Summary:

1. SAEWA Board Orientation Meeting will occur as next meeting date: Thursday, November 30, 2017 @ 1:00 pm start at Champion Community Centre, Champion, Alberta. (Orientation pkgs. have been distributed to entire membership administrations and councils, r.s.v.p. requested).
2. Important updates to the Transportation and Site Study will be provided as part of presentations to be made by HDR Engineering and University of Alberta at the SAEWA Board Orientation Meeting as scheduled (see as part of Board Orientation Meeting Agenda).