



ANNUAL GENERAL MEETING

April 5, 2022, Van Horne A, Banff Springs Hotel, Banff, Alberta

DRAFT MINUTES

1. Call meeting to order at 1:02 MST.

The quorum required for an AGM had been met with enough voting members present to carry out the meeting and conduct business.

2. Introduction of Directors (President Michel Lefebvre)

- President Lefebvre introduced the current Directors from AB, SK, MB, and NWT.

2021-2022 SWANA Board
Provincial & At Large Directors
Tracey Boutilier – 2 nd year
Jacques Trudeau - 2 nd year
Mike Auge – leaving
Sarah Keith – 2 nd year
Richard Anweiler – 2 nd year
Peter Houweling – 2 nd year
Warren Toews – 2 nd year
Bill MacMillan – 2 nd year
Corporate Directors
Art Sawatzky – 2 nd year
Steve Johnson – 2 nd year
Mario Poveda – 2 nd year
Olivia Kwok – 2 nd year
Executive
Ash Raichura – 2 nd year
Scott Theede – 2 nd year
Michel Lefebvre – 2 nd year
Bill Cummins – 2 nd year
Appointed (non-voting)
Christina Seidel (RCA)
Safety Ambassador
Provincial (Government) Representatives
Carol Nelson (Alberta Government)
Dominique Turcotte (Saskatchewan Government)



3. Approval of the Agenda (President Michel Lefebvre)

Motion to approve the agenda as presented by Jacques Trudeau and seconded by Mario Poveda. Carried unanimously.

4. Approval of Minutes (President Michel Lefebvre)

Minutes from the following meetings were presented and copies of the minutes were emailed to those registered for the AGM for members to review.

Motion to approve the minutes of the December 10, 2021 AGM made by Richard Anweiler and seconded by Tracey Boutillier. Carried unanimously.

5. Executive Directors Report (Sheri Praski)

2021 Highlights:

- NLC had a great online year:
 - 17 Training Courses
 - Over 500 trained
 - Completed over 50 virtual Landfill Operator Certificate (LOC) exams
 - Partnered with SWANA Ontario and Atlantic Chapter for the SWANA Canadian Safety Summit
- Continued work with MB Government to implement the LOC
- Continued work with Alberta on LOC
- Saskatchewan Government announced plans for an LOC – working towards 2025
- New courses met with approval and have expanded and spread throughout Canada and beyond – Landfill Fire course, updated Transfer Station Course
- Leachate Management Course (delivered at no cost for many Albertans through funds from a Creative Sentencing fund)
- Completed new Disaster Debris Management course
- Working on Landfill Gas and Landfills for Politicians Course

Notes about the Northern Lights Chapter:

- Alberta, Saskatchewan, Manitoba & Northwest Territories
- Largest land mass of all Chapters in SWANA North America
- 5th Largest Membership (2019 stats)
- Most Training per member and most training events (not confirmed)
- Extremely Active Chapter



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Thank you to our members:

We appreciate all that you do – supporting online training, traveling to events, sharing your knowledge and helping others - and trusting NLC with your training. A very special thank you for your support.

Thank you to our faculty – so many busy professionals that take time to share their experiences – they are amazing!

- Ash Raichura
- Steve Johnson
- Scott Theede
- Michel Lefebvre
- Sarah Keith
- Michelle Jelinski
- Tom Moore
- Jim Lapp
- Eldon Wallman
- Chris Kozak
- Tammy Nygard
- Tracey Boutillier
- Joe Angevine
- Ray Juska

Thank you NLC Staff - Claudia and Bobbie

- Claudia – continues to be amazing, efficient and knowledgeable
- Welcome to Bobbie – working with NLC on shipping manuals, online exams, virtual conference and welcome to her first in person conference where she is rocking it!
- This is who makes everything happen!

Thank you to the organizing team for this conference – they stuck together and organized this for April 2020, November 2020 and again now in 2022! An amazing group:

- Stacey Schaub-Szabo
- Richard Anweiler
- Joe Angevine
- Lauren Quan
- Andre Joseph
- Christina Seidel
- Bobbie Duns



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- Bill Cummins
- Michel Lefebvre
- Ash Raichura
- Claudia Boecking



Thank you to our sponsors (slide showing conference sponsors). They have been amazing to work with and we are so excited to work together on this conference!

Information on SWANA-NLC Scholarships was provided including:

- 4 SWANA International Undergraduate and Graduate Scholarships
- Canadian Dillon Consulting Scholarship

Who can Apply:

- Children or grandchildren of a SWANA Member
- SWANA Student Members

Deadline for submission to NLC:

May 2, 2022

Visit our website for more information!

International Board Report

- Strategic plan update
- New Canadian MOLO
- Training – moved to a committee – President has recognized the issue and has a committee focusing on the issues with training
- SOAR – March 21 – 24, 2022 in Kansas
- WasteCon – December 5 - 8, 2022 in San Diego, California

6. Treasurer's Report (Treasurer Ash Raichura)

The Chapter retained the firm of St. Arnaud Pinsent Steman of Edmonton to review calendar year 2021's financial processes and records and to prepare financial statements. The results presented were prepared by the firm and in the written opinion of the firm present fairly, in all material respects, the financial position of the Chapter at December 31, 2021, and its financial performance and its cash flows for the year then ended in accordance with Canadian generally accepted accounting standards for not-for-profit organizations. The DRAFT was just received so these are still to be approved by the Board of Directors and Treasurer.



To summarize the 2021 financial report:

Financial Position - The Chapter began fiscal 2021 with total unrestricted net assets of **\$363,933** and as of December 31, 2021, had a total unrestricted net asset value of **\$378,011**, for a change in net unrestricted assets of a increase of **\$14,078**.

Statement of Operations - in fiscal 2021, the Chapter saw revenues of **\$255,857** against direct costs and operational expenses of **\$243,219** for a net gain of revenue over expenses of **\$12,638**.

Statement of Cash Flows - in fiscal 2021, the Chapter saw adjusted net cash flows from operating activities higher than expenses as well. However, given that we purchased a \$200,000 term deposit this year, a net decrease in cash of **\$177,440** resulted over the fiscal year and a cash position as at Dec 31, 2021 of **\$184,640**.

Ash also provided an overview of the Financials for 2022. In summary, our team's ongoing adaptation of the training courses to an online service has provided stability as we continued to operate through the COVID pandemic. Online teaching has been going very well and the conference – as you can see – is exceeding expectations!

Ash Raichura made a motion to accept the Treasurer's report, and approval of the draft unaudited 2021 financial statements presented which was seconded by Jacques Trudeau. Carried unanimously.

7. Election of Board of Directors

Election of Board of Directors. Current positions that are up for election include:

- Manitoba Director (1)
- Northwest Territories Director (1)
- Directors at Large (4) – 2 terms expiring, 2 resignations
- Corporate Director (1)
- Young Professionals Director (1)
- Safety Ambassador (non-voting) (1)



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Nominations from:

- Chris Vaughn (Yellowknife) – NWT Director
- Lytasha Bastine (City of Calgary)
- Brent Boss (Dillon, Ontario)
- Sonya Adams (Drumheller)
- Rana Mandour (Edmonton, TetraTech) - YP
- Michelle Tomasiewicz (City of Saskatoon) – YP
- Peter Houweling – Director at Large
- Mario Poveda – Director at Large
- Jacques Trudeau – Manitoba Director

Richard Anweiler made a motion to adopt the slate as presented which was seconded by Scott Theede. Carried unanimously.

8. New Business

- a) A motion to amend the articles of incorporation of the NLC. The need for this amendment is to ensure the classes of members align with the SWANA Headquarters class structure. This requires a special member resolution. The proposed amendment to the class structure to the articles, which would amend it from the current single class to the multiple classes, as required by SWANA.

The proposed motion and documentation was provided in the AGM announcement, on the website and there is a copy at the front tables.

Jacques Trudeau made a motion to amend the articles of incorporation of the Northern Lights Chapter as presented. Art Sawatzky seconded the motion. Carried unanimously.

- b) A motion to vote on the proposed amendments to the bylaws. The changes are made to comply with the SWANA HQ Board changes, include the SWANA member class structure and include a general update.

The proposed motion and documentation was provided in the AGM announcement, on the website and there is a copy at the front tables. These Bylaws were approved by your Board of Directors at a Board Meeting on December 2, 2021.

Art Sawatzky made a motion to approved the changes to the SWANA Northern Lights Bylaws as presented. Scott Theede seconded the motion. Carried unanimously.



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c) Old Business

No old business presented.

d) Upcoming Events – Training and Conferences (Michel Lefebvre)

- a. Upcoming Training events posted on swananorthernlights.org
- b. 2023 SWANA Chapter Conference
Yellowknife, June 13 – 16, 2023

e) Closing Remarks (Michel Lefebvre)

Closing remarks

After the sessions this afternoon there will be drinks and snacks in the tradeshow followed by a banquet this evening! We have a wonderful dinner planned, some SWANA Canadian Chapter builder awards and SWANA NLC's Joe Angevine and his band the Scurvy Dogs will be playing in this room!

f) Adjournment

A motion to adjourn was made by Jacques Trudeau at 1:21 MST. Carried unanimously.

The 2022 AGM Minutes are an accurate reflection of the SWANA Northern Lights Annual General Meeting held April 5, 2022 at the Banff Springs Hotel, Banff, Alberta.

SWANA NLC Treasurer, Ash Raichura

Date