



APPROVED BOARD MEETING MINUTES

Time/Date: 1:00 pm 17th December 2020
Location: Video Conferencing via Zoom Chat

In Attendance:	Chairperson	Paul Ryan
	Vice Chairperson	Vi Sandford
	Director	Dene Cooper
	Director	Karen Marra
	Director	Ted Christensen
	Director	Peter Poole
BVWMC:	CAO	Andrew Calder
	Regional Coordinator	Peter Duck
	Recording Secretary	Liz Boak
Other:	Bookkeeper	Kimber Amping
	Town of Banff	Chris Marvell
	Town of Canmore	Simon Robins

1. Call to Order

Chairperson Paul Ryan called the meeting to order at 1:15 pm.

2. Additions/Changes to Agenda

MOTION BVW 1220-001

Director Ted Christensen moved to adopt the 17th December 2020 agenda with the following additions:

- 6 e) Rural policing
- 6 f) Clean Cover testing

CARRIED UNANIMOUSLY

3. Adoption of Minutes

- a) 19th November 2020 Board meeting

MOTION BVW 1220-002

Vice Chairperson Vi Sandford moved to adopt the minutes of the 19th November 2020 Board meeting with the following amendment:

- Change secret ballot to secret ballot.

CARRIED UNANIMOUSLY

4. Delegations/Presentations

None

5. Business arising from the minutes

None

6. New business

a) November Financial Update

The November financial reports were presented per the information provided in the agenda package. Year to date (11 month) is 92% of annual linear budget. Total revenue is 112.4% of the annual budget and 7.1% under prior year. Total expenses are 80% of the annual budget and 6% more than the prior year. Accounts receivable balance has decreased by \$34,850 over prior month, which includes receivables of interest on overdue accounts. 23% of accounts receivable are older than 60 days. Interest on overdue balances over 90 days is now being charged on a monthly basis. Due to timing, the October ATB investment statements that would normally be posted in November will be posted next month. No interest or bank charges for the ATB investments were recorded in November 2020.

MOTION BVW 1220-003

Director Dene Cooper moved to receive the November 2020 financials as information.

CARRIED UNANIMOUSLY

b) Staff report – Proposed 2021 rates

Administration presented the staff report on the proposed 2021 rates. Administration's first recommendation is to increase the clean cover rate from \$17.00/tonne to \$20.00/tonne. The increase is in line with the previously discussed Board approved strategy of raising clean cover rates to approximately \$30.00/tonne over the next five years. The second recommendation is to increase the charge for chemically treated wood from \$220.00/tonne to \$240.00/tonne. The material is hauled to and disposed of in a Calgary facility and over the last few years the expense has not been matched by tipping fee revenues.

MOTION BVW 1220-004

Director Karen Marra moved to approve the proposed 2021 rates as presented.

CARRIED UNANIMOUSLY

Director Peter Poole arrived at 1:45 pm.

c) Staff report – BVWMC website updates

Administration presented the staff report on the BVWMC website updates. The Commission's new website has been developed and the draft site is available for viewing. The new website will be accessible to the public at the start of the new year.

MOTION BVW 1220-005

Vice Chairperson Vi Sandford moved to receive the staff report on the BVWMC website updates as information.

CARRIED UNANIMOUSLY

d) SAEWA

Chairperson Paul Ryan verbally updated the Board on SAEWA. SAEWA is moving forward slowly at this time because of Covid-19. SAEWA has put in a grant application for ten million dollars for the screening process. They have received a lot of support from the MLAs. If SAEWA receives Provincial support the application will move forward.

e) Rural policing

Director Dene Cooper verbally updated the Board on rural policing. The Alberta government has a new rural policing program to increase the RCMP presence in the Bow Valley. There will be four more officers in Canmore, six in Cochrane and ten at the Motley satellite office. The purpose of the program is to bring a new sense of safety to Communities. There has been an increase in trespassing, a lot of which is due to the increase of tourists, hikers, and climbers. The large industries in the Bow Valley; Baymag, Lafarge and Graymont are concerned because of the potential danger the trespassers may in counter because they are unfamiliar with the area. The industries have also experienced an increase in theft, especially materials like stainless steel and copper. A committee has been formed and the Commission CAO confirmed he would be interested in attending meetings and possibly become a member of the committee.

f) Clean Cover testing

Chairperson Paul Ryan verbally updated the Board that Administration has received a written request from AEP to test the soil on the south east corner of the landfill for potential contamination. The soil AEP wants tested was hauled and dumped at the FCRL by a contractor in January 2020. AE are testing the soil as requested by AEP. Administration is reviewing which standards apply to FCRL.

7. Member Municipality Updates

Town of Banff has determined that they do not have to use pellets for their new biomass burner and they will be using chopped wood instead.

8. Questions of Administration and Commission

Administration was asked if there have been any new cases of Covid-19 at the landfill. The employee who had tested positive for Covid-19 has recovered and there have not been any more positive cases at the FCRL.

9. Correspondence/Information

a) November Sector Reports

- b) November Action Log
- c) Audit committee minutes 12th November 2020
- d) FCRL COVID 19 protocols 040520
- e) BVWMC sick leave guidance 221020

MOTION BVW 1220-006

Director Peter Poole moved to receive section 9. a) – e) as information.

CARRIED UNANIMOUSLY

10. Next Meeting


Next Board Meeting is set for 21st January 2021 at 1:00pm

MOTION BVW 1220-007


Chairperson Paul Ryan moved to adjourn the meeting at 2:18pm.

CARRIED UNANIMOUSLY

The December 17th, 2020 meeting minutes have been adopted as presented on:



 BVWMC CAO



 BVWMC Chairperson

10th FEBRUARY 2021

 Date

10/2/21

 Date