



APPROVED ORGANISATIONAL BOARD MEETING MINUTES

Time/Date: 4:00 pm 3rd December 2021

Location: Squirrel Meeting Room, Coast Hotel, Canmore, Alberta

In Attendance:

| | |
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| Director | Karen Marra |
| Director | Jeff Mah |
| Director | Grant Canning |
| Director | Hugh Pettigrew |
| Director | Joss Elford |
| Director | Jen Smith |

BVWMC:

| | |
|----------------------|----------------|
| CAO | Andrew Calder |
| Regional Coordinator | Peter Duck |
| Recording Secretary | Elizabeth Boak |

1. Call to Order

CAO Andrew Calder called the meeting to order at 4:02 pm.

2. Additions to Agenda/Adoption of Agenda

MOTION BVW1221-001

Director Karen Marra moved to adopt the 3rd December organisational meeting agenda as presented.

CARRIED UNANIMOUSLY

3. Selection of Chairperson

a) Nominations, Call to Vote, Motion

- i. Nominations for Chairperson were called, Grant Canning was nominated by Director Jeff Mah. Director Grant Canning accepts the nomination.
- ii. Nominations for Chairperson were called a second time, Hugh Pettigrew was nominated by Director Jen Smith, Director Hugh Pettigrew accepts the nomination.

- iii. Nominations for Chairperson were called a third time, no other nominations were made for Chairperson.
- iv. Call to Vote. 4 votes Grant Canning, 2 votes Hugh Pettigrew. Grant Canning accepts and is appointed as Chairperson. CAO handed the meeting over to Grant Canning.

4. Selection of Vice-Chairperson

a) Nominations, Call to Vote, Motion

- i. Nominations for Vice-Chairperson were called, Karen Marra was nominated by Director Hugh Pettigrew. Karen Marra accepts the nomination.
- ii. Nominations for Vice-Chairperson were called a second time, no other nominations were made for Vice-Chairperson.
- iii. Karen Marra is appointed as Vice-Chairperson.

5. Schedule of meetings

MOTION BVW1221-002

Director Jeff Mah moved to schedule the December 2021 BVWMC Board meeting for the 16th December, 2021 at 2:00pm. The BVWMC Board will re-visit the schedule of meetings for the remainder of the year at the December 16th, 2021 Board meeting.

CARRIED UNANIMOUSLY

6. Selection of Directors for the Human Resources and Audit Committee

The Human Resource Committee members are set as Karen Marra, Jen Smith and Hugh Pettigrew

MOTION BVW1221-003

The Board appointed Karen Marra as Chairperson of the Human Resource Committee.

CARRIED UNANIMOUSLY

The Audit Committee members are set as Grant Canning, Jeff Mah and Joss Elford.

MOTION BVW1221-004

The Board appointed Grant Canning as the Chairperson of the Audit Committee.


CARRIED UNANIMOUSLY

MOTION BVW1221-005

Director Jeff Mah moved to adjourn the meeting at 4:32 pm

CARRIED UNANIMOUSLY

The 3rd December 2021 Organisational Board Meeting minutes have been adopted as presented on:



BVWMC CAO

20th DECEMBER 2021
Date



BVWMC Chairperson

Dec. 20/21
Date