
APPROVED ORGANISATIONAL BOARD MEETING MINUTES

Time/Date: 1:30 pm 15th December 2022
Location: Coast Hotel, Wolverine meeting room, 511 Bow Valley Trail, Canmore

In Attendance:

Director	Grant Canning
Director	Karen Marra
Director	Jeff Mah
Director	Hugh Pettigrew
Director	Jen Smith

BVWMC:

CAO	Andrew Calder
Regional Coordinator	Peter Duck
Recording Secretary	Elizabeth Boak

Regrets:

Director	Alice James
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1. Call to Order

Chairperson Grant Canning called the meeting to order at 1:34 pm.

2. Additions to Agenda/Adoption of Agenda

MOTION BVW1222-001

Director Jeff Mah moved to adopt the 15th December organisational meeting agenda as presented.

CARRIED UNANIMOUSLY

3. Chairperson turns over meeting to BVWMC CAO

Chairperson Grant Canning turned the Chairperson position over to CAO Andrew Calder to call for nominations.

4. Selection of Chairperson

a) Nominations, Call to Vote, Motion

- i. Nominations for Chairperson were called, Grant Canning was nominated by Director Karen. Director Grant Canning accepts the nomination.
- ii. Nominations for Chairperson were called a second time, no other nominations were made for Chairperson.
- iii. Grant Canning is re-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 Chairperson Grant Canning. Karren 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 BVW1222-002

Vice Chairperson Karen Marra moved to continue to have the Bow Valley Waste Management Commission Board meetings the third Thursday of every month at 2:00pm. The BVWMC Board will re-visit the schedule of meetings at the January 2023 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 BVW1222-003

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 Alice James.

MOTION BVW1222-004

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

CARRIED UNANIMOUSLY

7. Appointment financial auditor

MOTION BVW1222-005

Director Jeff Mah moved to appoint Enns and Company to complete the Bow Valley Waste Management Commission's audit of the 2022 financial year.

CARRIED UNANIMOUSLY

MOTION BVW1222-006

Director Jen Smith moved to adjourn the meeting at 1:45 pm

CARRIED UNANIMOUSLY

The 15th December 2022 Organisational Board Meeting minutes have been adopted as presented on:



BVWMC CAO

31st JANUARY 2023
Date



BVWMC Chairperson

FEB 8/23
Date