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**APPROVED BOARD MEETING MINUTES**

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**Time/Date:** 2:00 pm 19<sup>th</sup> January 2023

**Location:** Francis Cooke Regional Landfill, BVWMC Board room, Exshaw

**In Attendance:**

Chairperson	Grant Canning
Director	Jeff Mah
Director	Jen Smith
Director	Hugh Pettigrew

**BVWMC:**

CAO	Andrew Calder
Regional Coordinator	Peter Duck
Recording Secretary	Liz Boak

**Other:**

Bookkeeper	Kimber Amping
Town of Banff	Chris Marvel
MD of Bighorn	Bill Luka
Rocky Mountain Outlook	Greg Colgan

**Agrets:**

Vice Chairperson	Karen Marra
Director	Alice James

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**1. Call to Order**

Chairperson Grant Canning called the meeting to order at 2:15 pm.

**2. Additions/Changes to Agenda**

**MOTION BVW 0123-001**

Director Jen Smith moved to adopt the 19<sup>th</sup> January 2023 agenda as presented.

CARRIED UNANIMOUSLY

**3. Adoption of Minutes**

a) 15<sup>th</sup> December 2022 Board organisational meeting

**MOTION BVW 0123-002**

Director Jeff Mah moved to approve the minutes of the 15<sup>th</sup> December 2022 Board organisational meeting as presented.

CARRIED UNANIMOUSLY



b) 15<sup>th</sup> December 2022 Board meeting

**MOTION BVW 0123-003**

Director Jen Smith moved to approve the minutes of the 15<sup>th</sup> December 2022 Board meeting as presented.

CARRIED UNANIMOUSLY

**4. Delegations/Presentations**

None

**5. Business arising from the minutes**

None

**6. New business**

a) December Financial Update

The December financial reports were presented per the information provided in the agenda package. Year to date (12 months) ending December 31, 2022, represent 100% of annual linear budget. Total revenue is at 110.53% of the annual budget and 2.44% more than prior year. Total expenses are at 79.19% of the annual budget and 7.66% more than prior year. Accounts receivable balance has decreased by \$120,904.53 compared to prior month, which includes receivables interest on overdue accounts. 44% of accounts receivable are older than 60 days. Interest on overdue balances over 90 days is being charged on a monthly basis.

**MOTION BVW 0123-004**

Director Jeff Mah moved to receive the December 2022 financials as information.

CARRIED UNANIMOUSLY

**7. Member Municipality Updates**

Town of Banff

The WRTS sort-line suffered a major breakdown on December 27, 2022. The Town of Canmore has assisted by taking a number of mixed recyclable loads from Banff, and no recyclables had to be landfilled as a result of the breakdown. The structure of the sort-line and baler has been inspected and is assessed as remaining in good shape. Town of Banff has decided to refurbish both machines instead of replacing them, and will be putting together a proposal to the Commission for funding refurbishment of the sort-line and baler.

MD of Bighorn

The MD of Bighorn will launch a trial program to pick up unwanted items twice a year (Spring and Fall) for all seven of the MD of Bighorn transfer stations.

**Questions of Administration and Commission**

Administration is to bring information on the Summer SWANA conference June 13 – 16, 2023 which is being held in Yellowknife to the next Board meeting.

**Correspondence/Information**

- a) December sector reports
- b) December action log
- c) Alberta CARE conference brochure 22<sup>nd</sup> – 24<sup>th</sup> February 2023

**MOTION BVW 0123-005**

Director Hugh Pettigrew moved to receive section 9. a) – c) as information.

**10. Next Meeting**

Next Board Meeting is set for 16<sup>th</sup> February 2023 at 2:00 pm.

**MOTION BVW 0123-006**

Director Jen Smith moved to adjourn the meeting at 3:25 pm.

CARRIED UNANIMOUSLY

The 19<sup>th</sup> January 2023 meeting minutes have been adopted as presented on:

  
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WMC CAO

29<sup>th</sup> MARCH 2023  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
BVWMC Chairperson

APRIL 4/23  
\_\_\_\_\_  
Date

1. The first part of the document is a letter from the President of the United States to the Congress, dated September 17, 1787. It is a copy of the original letter, and is written in the President's own hand.

2. The second part of the document is a copy of the Constitution of the United States, as amended.

3. The third part of the document is a copy of the Declaration of Independence, as amended.

4. The fourth part of the document is a copy of the Bill of Rights, as amended.

5. The fifth part of the document is a copy of the Amendments to the Constitution, as amended.

6. The sixth part of the document is a copy of the Amendments to the Bill of Rights, as amended.

7. The seventh part of the document is a copy of the Amendments to the Declaration of Independence, as amended.

8. The eighth part of the document is a copy of the Amendments to the Bill of Rights, as amended.

9. The ninth part of the document is a copy of the Amendments to the Constitution, as amended.

10. The tenth part of the document is a copy of the Amendments to the Bill of Rights, as amended.

11. The eleventh part of the document is a copy of the Amendments to the Constitution, as amended.

12. The twelfth part of the document is a copy of the Amendments to the Bill of Rights, as amended.

13. The thirteenth part of the document is a copy of the Amendments to the Constitution, as amended.

14. The fourteenth part of the document is a copy of the Amendments to the Bill of Rights, as amended.

15. The fifteenth part of the document is a copy of the Amendments to the Constitution, as amended.

16. The sixteenth part of the document is a copy of the Amendments to the Constitution, as amended.