
APPROVED BOARD MEETING MINUTES

Time/Date: 2:00pm 19th June 2025

Location: Canmore Recreation Centre, Multipurpose Room #115, 1900 8th Avenue, Canmore, AB, T1W 1Y2

In Attendance:	Chairperson	Karen Marra
	Director	Steve Fitzmorris
	Director	Grant Canning
	Director	Jeff Mah
	Director	Hugh Pettigrew - Via Zoom Conference Call

BVWMC:	CAO	Andrew Calder
	Regional Coordinator	Andrew Cotterell
	Recording Secretary	Liz Boak
	Bookkeeper	Kurtis Woodhouse

Other:	Town of Banff	Chris Marvell
	Town of Canmore	Simon Robins
	MD of Bighorn	Kendra Tippe

Regrets:	Vice Chairperson	Jen Smith
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1. Call to Order

Chairperson Karen Marra called the meeting to order at 2:07 pm

2. Additions/Changes to Agenda

MOTION BVW 0625-001

Director Jeff Mah moved to adopt the 19th June 2025 agenda as presented.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

a) 15th May 2025 Board meeting

MOTION BVW 0625-002

Director Steve Fitzmorris moved to approve the minutes of the 15th May 2025 Board meeting as presented.

CARRIED UNANIMOUSLY



Page 1 of 3

4. Delegations/Presentations

None

5. Business arising from the minutes

None

6. New business

a) May Financial Update

The May financial reports were presented per the information provided in the agenda package.

MOTION BVW 0625-003

Chairperson Karen Marra moved to receive the May 2025 financial reports as information.

CARRIED UNANIMOUSLY

Kurtis Woodhouse left the meeting at 2:20 pm.

Director Grant Canning arrived at 2:22 pm.

b) Staff report – Strategic planning actions update

Administration updated the Board on 2025 actions related to the Commission's strategic planning goals.

MOTION BVW 0625-004

Director Grant Canning moved to receive the staff report Strategic planning updates as information.

CARRIED UNANIMOUSLY

c) SAEWA

MOTION BVW 0625-005

Director Jeff Mah moved to go In Camera at 2:33 pm.

CARRIED UNANIMOUSLY

MOTION BVW 0625-006

Director Grant Canning moved to come out of In Camera at 3:09 pm.

CARRIED UNANIMOUSLY

MOTION BVW 0625-007 (Main Motion)

Director Hugh Pettigrew moved to direct Administration to formally invite the waste-to-energy vendor recommended by SAEWA to attend the next scheduled Commission Board meeting to provide a presentation and respond to questions from Commission Administration and Board members regarding the technology and assurances associated with their proposed solution.

MOTION BVW 0625-008

Director Grant Canning moved to direct Administration to meet with Global Green and invite the member municipalities Administration to discuss the proposed energy from waste facility and report back to the Board

CARRIED UNANIMOUSLY

MOTION BVW 0625-009

Director Hugh Pettigrew moved to approve the main motion as amended by Motion BVW 0625-008.

CARRIED UNANIMOUSLY

7. Member Municipality Updates

None

8. Questions of Administration and Commission

None

9. Correspondence/Information

- a) May sector reports
- b) May action log

MOTION BVW 0625-010

Director Steve Fitzmorris moved to receive section 9. a) - b) as information.

CARRIED UNANIMOUSLY

10. Round Table

None

11. Next Meeting


Next Board Meeting is set for 27th August 2025 at 2:00 pm via Zoom conference call.

MOTION BVW 0625-011

Chairperson Karren Marra moved to adjourn the meeting at 3:30 pm.

CARRIED UNANIMOUSLY

The 19th June 2025 meeting minutes have been adopted as presented on:



BVWMC CAO

16th September 2025

Date

BVWMC Chairperson

Date