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**APPROVED BOARD MEETING MINUTES**

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**Time/Date:** 2:00pm 20<sup>th</sup> March 2025

**Location:** Canmore Recreation Centre, Multipurpose Room #115, 1900 8<sup>th</sup> Avenue, Canmore, AB, T1W 1Y2

<b>In Attendance:</b>	Chairperson	Karen Marra
	Director	Steve Fitzmorris
	Director	Grant Canning
	Director	Jeff Mah
	Director	Hugh Pettigrew
<b>BVWMC:</b>	CAO	Andrew Calder
	Regional Coordinator	Andrew Cotterell
	Recording Secretary	Liz Boak
	Bookkeeper	Kimber Amping
	Bookkeeper	Kurtis Woodhouse
<b>Other:</b>	Town of Banff	Chris Marvell
	MD of Bighorn	Kendra Tippe
<b>Regrets:</b>	Vice Chairperson	Jen Smith

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**1. Call to Order**

Chairperson Karen Marra called the meeting to order at 2:02 pm

**2. Additions/Changes to Agenda**

**MOTION BVW 0325-001**

Director Jeff Mah moved to adopt the 20<sup>th</sup> March 2025 agenda as presented.

CARRIED UNANIMOUSLY

**3. Adoption of Minutes**

a) 20<sup>th</sup> February 2025 Board meeting

**MOTION BVW 0325-002**

Director Hugh Pettigrew moved to approve the minutes of the 20<sup>th</sup> February 2025 Board meeting as presented.

CARRIED UNANIMOUSLY

#### **4. Delegations/Presentations**

None

#### **5. Business arising from the minutes**

None

#### **6. New business**

##### **a) February Financial Update**

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

##### **MOTION BVW 0325-003**

Director Grant Canning moved to receive the February 2025 financial reports as information.

CARRIED UNANIMOUSLY

- Kimber Amping and Kurtis Woodhouse left the meeting at 2:20 pm.

##### **b) Staff report – Closure/post-closure capital reserve allocations**

Administration presented the staff report and recommends the Board consider the two closure/post-closure capital reserve allocations options presented in the staff report and direct administration if they have a preference.

##### **MOTION BVW 0325-004**

Director Steve Fitzmorris moved to receive the Closure/post-closure capital reserve allocation staff report as information.

CARRIED UNANIMOUSLY

#### **7. Member Municipality Updates**

The installation of the Town of Banff's new sort-line and baler equipment was completed February 26<sup>th</sup>, 2025.

The MD of Bighorn have placed the bins for the spring scrub and brush pick-up in the hamlets and scheduled the next large item pick-up from May 16<sup>th</sup> – 26<sup>th</sup>, 2025.

#### **8. Questions of Administration and Commission**

Members of the Board expressed an interest in discussing the SAEWA project at a future Board meeting. As any regional facility would rely on MSW controlled by member municipalities, not the Commission, Directors encouraged member administrations to first advise their individual councils if there was a desire to explore development of such a facility.

#### **9. Correspondence/Information**

##### **a) February sector reports**

- b) February action log
- c) SAEWA press release 23<sup>rd</sup> February 2025

**MOTION BVW 0325-005**

Director Grant Canning moved to receive section 9. a) - c) as information.

CARRIED UNANIMOUSLY

**10. Next Meeting**

Next Board Meeting is set for 17<sup>th</sup> April 2025 at 2:00 pm.

**MOTION BVW 0325-006**

Director Grant Canning moved to adjourn the meeting at 3:08 pm.

CARRIED UNANIMOUSLY

The 20<sup>th</sup> March 2025 meeting minutes have been adopted as presented on:

  
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BVWMC CAO

30<sup>th</sup> APRIL 2025  
\_\_\_\_\_  
Date

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

04/30/25.  
\_\_\_\_\_  
Date