
APPROVED BOARD MEETING MINUTES

Time/Date: 2:00pm 23rd January 2025
Location: Ptarmigan Hotel, Sundance Room, 337 Banff Avenue, Banff, Alberta

In Attendance:	Chairperson	Karen Marra
	Vice Chairperson	Jen Smith
	Director	Steve Fitzmorris
	Director	Grant Canning
	Director	Jeff Mah
	Director	Hugh Pettigrew
BVWMC:	CAO	Andrew Calder
	Regional Coordinator	Andrew Cotterell
	Recording Secretary	Liz Boak
Other:	Bookkeeper	Kimber Amping
	Town of Canmore	Simon Robins
	Town of Banff	Chris Marvell
	MD of Bighorn	Kendra Tippe
	SAEWA	Paul Ryan
	Rocky Mountain Outlook	Greg Colgan

1. Call to Order

Chairperson Karen Marra called the meeting to order at 2:05 pm

2. Additions/Changes to Agenda

MOTION BVW 0125-001

Director Jeff Mah moved to adopt the 23rd January 2025 agenda as presented.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

a) 19th December 2024 Board meeting

MOTION BVW 0125-002

Director Steve Fitzmorris moved to approve the minutes of the 19th December 2024 Board meeting as presented.

CARRIED UNANIMOUSLY

b) 19th December 2024 Organisational Board meeting

MOTION BVW 0125-003

Vice Chairperson Jen Smith moved to approve the minutes of the 19th December 2024 Organisational 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.

MOTION BVW 0125-004

Vice Chairperson Jen Smith moved to receive the December 2024 financial report as information.

CARRIED UNANIMOUSLY

b) SAEWA project update – Paul Ryan

Paul Ryan updated the Board on SAEWA. SAEWA has now changed direction and are looking into smaller facilities Regionally instead of one large energy from waste facility. Smaller Regional facilities would help cut the transportation costs for SAEWA members.

MOTION BVW 0125-005

Director Steve Fitzmorris moved to go In Camera at 2:30pm

CARRIED UNANIMOUSLY

MOTION BVW 0125-006

Director Grant Canning moved to come out of In Camera at 3:39pm

CARRIED UNANIMOUSLY

c) Staff report – Credit and collections policy

Administration presented the Staff Report – Credit and collections policy to the Board. At the December 2024 meeting the Board requested that Administration bring the credit and collections policy to the Board for discussion at the January 2025 Board meeting. Administration is to return to the Board with a staff report at the February 2025 Board meeting with recommendations for the credit and collections policy which could help improve the timeliness of collections.

d) Staff report – Mini excavator diversion initiative

Administration presented the staff report – Mini excavator diversion initiative to the Board, reviewing sorting of recyclable waste at the landfill main face through the use of a mini excavator.

MOTION BVW 0125-007

Vice Chairperson Jen Smith moved to receive the staff report – Mini excavator diversion initiative as information.

CARRIED UNANIMOUSLY

7. Member Municipality Updates

The installation of the Town of Banff's new sort-line and baler will start on Tuesday January 28th, 2025.

8. Questions of Administration and Commission

None

9. Correspondence/Information

- a) December sector reports
- b) December action log
- c) Alberta CARE Spring seminar brochure 26th – 28th February 2025

MOTION BVW 0125-008

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

CARRIED UNANIMOUSLY

10. Next Meeting

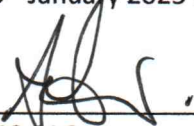
Next Board Meeting is set for 20th February 2025 at 2:00 pm.

MOTION BVW 0125-009

Vice Chairperson Jen Smith moved to adjourn the meeting at 3:57 pm.

CARRIED UNANIMOUSLY

The 23rd January 2025 meeting minutes have been adopted as presented on:



BVWMC CAO

17th MARCH 2025

Date



BVWMC Chairperson

Date