
APPROVED BOARD MEETING MINUTES

Time/Date: 2:00pm 27th August 2025

Location: Zoom Conference Call

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

1. Call to Order

Chairperson Karen Marra called the meeting to order at 2:00 pm

2. Additions/Changes to Agenda

MOTION BVW 0825-001

Director Steve Fitzmorris moved to adopt the 27th August 2025 agenda as presented.

CARRIED UNANIMOUSLY

3. Adoption of Minutes

- a) 19th June 2025 Board meeting

MOTION BVW 0825-002

Director Steve Fitzmorris moved to approve the minutes of the 19th June 2025 Board meeting as presented.



4. Delegations/Presentations

None

5. Business arising from the minutes

None

6. New business

a) July Financial Update

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

MOTION BVW 0825-003

Director Jeff Mah moved to receive the July 2025 financial reports as information.

CARRIED UNANIMOUSLY

b) SAEWA

Administration verbally updated the Board on the Zoom meeting between BVWMC Administration, Member Municipality Administration, and Global Green.

MOTION BVW 0825-004

Director Hugh Pettigrew moved to direct Administration to arrange an online meeting and presentation with Global Green, BVWMC, and Member Municipality Administration at the September 18, 2025 Board meeting.

CARRIED: FOUR FOR, ONE AGAINST

7. Member Municipality Updates

MD of Bighorn's fall Hamlet scrub and brush clean-up starts August 30, 2025.

8. Questions of Administration and Commission

None

9. Correspondence/Information

a) June/July sector reports

MOTION BVW 0825-005

Vice Chairperson Jen Smith moved to receive the June/July sector reports as information.

CARRIED UNANIMOUSLY

b) June/July action log

MOTION BVW 0825-006

Director Jeff Mah moved to receive the June/July action log as information.

CARRIED UNANIMOUSLY

- c) Alberta CARE conference brochure Westlock 10th – 12th September 2025
- d) RCA conference Jasper 22nd – 24th October 2025

MOTION BVW 0825-007

Vice Chairperson Jen Smith moved to receive section 9 c) – d) as information.

CARRIED UNANIMOUSLY

10. Round Table

None

11. Next Meeting

Next Board Meeting is set for 18th September 2025 at 2:00 pm.

MOTION BVW 0825-008

Chairperson Karren Marra moved to adjourn the meeting at 2:50 pm.

CARRIED UNANIMOUSLY

The 27th August 2025 meeting minutes have been adopted as presented on:



BVWMC CAO

28th NOVEMBER 2025
Date



BVWMC Chairperson

November 28, 2025
Date