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## APPROVED BOARD MEETING MINUTES

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**Time/Date:** 2:00pm 27<sup>th</sup> August 2025

**Location:** Zoom Conference Call

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

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### 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 27<sup>th</sup> August 2025 agenda as presented.

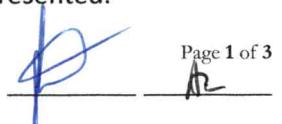
CARRIED UNANIMOUSLY

### 3. Adoption of Minutes

- 19<sup>th</sup> June 2025 Board meeting

#### **MOTION BVW 0825-002**

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



A handwritten signature in blue ink, consisting of a stylized 'P' and 'A', is placed over the bottom right corner of the page. To its right, the text 'Page 1 of 3' is printed.

**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.

  
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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 10<sup>th</sup> – 12<sup>th</sup> September 2025
- d) RCA conference Jasper 22<sup>nd</sup> – 24<sup>th</sup> 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 18<sup>th</sup> 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 27<sup>th</sup> August 2025 meeting minutes have been adopted as presented on:

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

28<sup>th</sup> November 2025  
Date  
November 28, 2025  
Date

  
\_\_\_\_\_  
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