

**BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION
REGULAR MEETING
BVRTSC CUSTOMER SERVICE CENTRE – BOARD ROOM
(221 BEAVER ST. BANFF)
August 21, 2014: 2:00pm – 4:00pm**

MINUTES

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore - Chair
Davina Bernard, ID#9
Grant Canning, Town of Banff
Stavros Karlos, Town of Banff – Vice Chair
Joanna McCallum, Town of Canmore

BOARD MEMBERS ABSENT

Dave Schebek, ID #9

BOARD ADMINISTRATION PRESENT

Koji Miyaji, General Manager / Chief Administrative Officer
Steve Nelson, Manager of Operations / Meeting Recorder

BOARD ADMINISTRATION ABSENT

ADMINISTRATION PRESENT

Adrian Field, Manager of Engineering, Town of Banff
Jacob Johnson, Acting Manager of Engineering, Town of Canmore
Ethan Gorner, ID #9

ADMINISTRATION ABSENT

Alex Kolesch, Parks Canada

1. Call to Order 2:10PM
2. Approval of the Agenda

BVRTSC14-73 Sean Krausert moves to approve the agenda. **CARRIED UNANIMOUSLY**

3. Approval of the July 23, 2014 Regular Meeting Minutes

BVRTSC14-74 Sean Krausert moves to approve the minutes of the July 23, 2014 Regular Meeting minutes **CARRIED UNANIMOUSLY**

4. Old Business (Standing Items)

a. General Manager/ CAO's Monthly report
2014 Bring Forward List of Pending items.

b. Transit Service Monthly Statistics (June/ July)

Discussions regarding providing estimates for doubling of service (all day, split, peaks,etc).

c. Regional Direct Service Report (Request for Decision) 2014-11 Tabled from July meeting.

BVRTSC14-75 Sean Krausert moves that the Commission approve administration to pursue operating the Canmore-Banff service directly commencing December 2, 2014.

CARRIED UNANIMOUSLY

5. New Business

a. Report 2014-12: TS1 Banff Local Service Review Work

BVRTSC14-76 Sean Krausert moves for the Commission to receive this report for information. **CARRIED UNANIMOUSLY**

b. Report 2014-13: Request for Customer Service Attendant (Request for Decision)

BVRTSC14-77 Sean Krausert moves for the Commission to receive this report for information. **CARRIED UNANIMOUSLY**

c. 2015-2017 Draft Operating Budget discussions

BVRTSC14-78 Sean Krausert moves to approve a Proposed Operating Budget as amended in the package. **MOTION DEFEATED** (Karlos, Canning

OPPOSED).

BVRTSC14-79 Stavros Karlos moves to have a 5% increase to the Banff local farebox revenue for 2015. **CARRIED UNANIMOUSLY**

BVRTSC14-80 Stavros Karlos moves to have an 8% increase over 2014 projected year end, 2016 and 2017 at 2% increases. **CARRIED UNANIMOUSLY**

BVRTSC14-81 Sean Krausert moves that prior to final approval of operating budget would like admin to prepare a breakdown of current year's mileage expenses. **CARRIED UNANIMOUSLY**

BVRTSC14-82 Stavros Karlos moves to reduce the amount from \$30,000 to \$22,000 of line 5611 – Accounting Support. **CARRIED UNANIMOUSLY**

BVRTSC14-84 Stavros Karlos moves to remove Customer Centre Support line completely. **MOTION DEFEATED** (Krausert, Bernard, McCallum OPPOSED)

BVRTSC14-85 Stavros Karlos moves to amend the customer service support line from \$29,000 to \$8,755.

BVRTSC14-86 Sean Krausert moves to amend the amendment to say instead of \$8,755 to \$22,000.

AMENDMENT MOTION BVRTSC14-86 DEFEATED (Stavros and Canning OPPOSED)

MAIN MOTION BVRTSC14-85 DEFEATED (Krausert, Bernard, McCallum OPPOSED)

BVRTSC14-86 Sean Krausert moves to table passing of the 2015 Operating budget to the September 10, 2014 regular meeting. **CARRIED UNANIMOUSLY**

- d. Next steps re capital budget – GM/CAO to provide Capital Plan to the Board as soon as it is prepared. Discussion and perhaps decision for next meeting.
- e. Date for September, October and Annual Meeting – AGM date to be discussed and set at the next Board meeting.

BVRTSC14-87 Sean Krausert moves to adjourn

CARRIED UNANIMOUSLY

Meeting adjourned – 4:44pm

A handwritten signature in black ink, appearing to be 'SK', written over a horizontal line.

Sean Krausert
Chair