

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION
March 12, 2014, REGULAR MEETING
BVRTSC CUSTOMER SERVICE CENTRE – BOARD ROOM
(221 BEAVER ST. BANFF)
2:00PM – 4:30PM

MINUTES

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore - Chair
Ian Mackie, ID#9
Grant Canning, Town of Banff
Dave Schebek, ID #9
Stavros Karlos, Town of Banff – Vice Chair
Joanna McCallum, Town of Canmore

BOARD MEMBERS ABSENT

BOARD ADMINISTRATION PRESENT

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

ADMINISTRATION PRESENT

Adrian Field, Manager of Engineering, Town of Banff
Jacob Johnson, Acting Manager of Engineering, Town of Canmore
Alex Kolesch, Parks Canada

ADMINISTRATION ABSENT

1. Call to Order

The meeting was called to order at 2:05p.m.

2. Approval of the Agenda

BVRTSC14-18 Moved by Sean Krausert to go in camera at 2:25 pm.

CARRIED

BVRTSC14-19 Moved by Sean Krausert to come out of camera at 2:53 pm.

CARRIED

BVRTSC14-20 Moved by Sean Krausert to remove item 4-f 5-f from agenda.

CARRIED

BVRTSC14-21 Moved by Sean Krausert to approve agenda as amended.

CARRIED

3. Approval of the February 12, 2014 Meeting Minutes

BVRTSC14-22 Moved by Grant Canning to approve the minutes of the February 12, 2014 meeting.

CARRIED

4. Old Business

- a. General Manager/ CAO's Monthly report
2014 Bring Forward List of Pending items.
- b. Transit Service Monthly Statistics
Starting from April 2014, Administration will report on the monthly statistics and revenue data with a one month delay. This time cushion will permit administration to obtain all of the required financial figures.
- c. Direct Service Update
Steve Nelson provided a verbal update. For the next meeting, he provide a written summary in point form to be included in the agenda package.

5. New Business

- a. 2014-3 Parade Participation report

BVRTSC14-23 Moved by Stavros Karlos to participate in local parades including Canada Day parades in Banff and Canmore, as well as Santa Claus parade in Banff.

CARRIED

- b. Board Orientation Update
Sean Krausert provided a verbal update.
- c. Alberta Transportation 50 Year Strategy
Sean Krausert provided a verbal update.
- d. Commission Meeting Recording of Votes

BVRTSC14-24 Moved by Stavros Karlos that the votes on Commission motions be recorded in the minutes as follows:

- (a) "Carried Unanimously" when all Commission Members present vote in favour of the motion on the floor;
- (b) "Defeated Unanimously" when all Commission Members present vote against the motion on the floor;
- (c) "Carried", in the case of a split vote passing a motion, and listing those who opposed the motion; and
- (d) "Defeated", in the case of a split vote defeating a motion, and listing those who supported the motion.

CARRIED UNANIMOUSLY

e. GM/CAO Annual Performance Review Process


Sean Krausert provided verbal update on process, and sought Member feedback with respect to the plan for this year's GM/CAO Annual Performance Review.

6. Adjournment

BVRTSC14-25 Moved by Sean Krausert to adjourn.

CARRIED UNANIMOUSLY

Meeting adjourned 4:15 pm



Sean Krausert
Chair