

**BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION  
ANNUAL ORGANIZATIONAL MEETING**

**BVRTSC CUSTOMER SERVICE CENTRE – IAN MACKIE BOARD  
ROOM (221 BEAVER ST. BANFF)**

**MINUTES  
October 20, 2014**

**BOARD MEMBERS PRESENT**

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

**BOARD ADMINISTRATION PRESENT**

Steve Nelson, Acting General Manager/ Manager of Operations/ Meeting Recorder

**MUNICIPAL/ PARKS ADMINISTRATION PRESENT**

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

1. Call to Order – **10:02AM**
2. Approval of the Agenda

**BVRTSC14-105** - Sean Krausert moves to approve agenda as amended.

**CARRIED UNANIMOUSLY**

3. Approval of the October 16, 2013 Annual Organizational Meeting Minutes

**BVRTSC14-106** - Sean Krausert moves to approve minutes of the October 16, 2013 Annual Organizational Meeting.

**CARRIED UNANIMOUSLY**

4. Consideration of Motions Requested by Banff Town Council

**BVRTSC14-107** - Sean Krausert moves that administration provides a report to the Commission by March 31, 2015 with respect to recommended ridership targets per hour (a range) for 2015 – 2017 for each of the two Banff routes and the regional route.

**CARRIED UNANIMOUSLY**

**BVRTSC14-108** - Sean Krausert moves that administration provides a report to the Commission by March 31, 2015 with respect to recommended costs per service hour (including overhead) for 2015 – 2017 for each of the two Banff routes and the regional route.

**CARRIED UNANIMOUSLY**

**BVRTSC14-109** - Sean Krausert moves that administration prepares a spare bus ratio policy for the Commission's consideration by June 30, 2015 prior to purchase of any further rolling stock.

**CARRIED UNANIMOUSLY**

**5. Approval of the 2015 Operating & Capital Budgets**

**BVRTSC14-110** - Sean Krausert moves that we approve the 2015 Operating Budget as presented.

**CARRIED UNANIMOUSLY**

**BVRTSC14-111** - Sean Krausert moves that we approve the 2015 Capital Budget as presented.

**CARRIED UNANIMOUSLY**

**6. Ratification of the 2014 – 2016 Business Plan (originally approved at the 2013 AOM)**

**BVRTSC14-112** - Sean Krausert moves that the Commission ratifies the 2014 – 2016 Business Plan without any changes at this time.

**CARRIED UNANIMOUSLY**

**7. Appointment of YPM Chartered Accountants for Audit of 2014 Financials**

**BVRTSC14-113** - Sean Krausert moves that the Commission appoint YPM Chartered Accountants to be BVRTSC's auditors for the 2014 fiscal year.

**CARRIED UNANIMOUSLY**

**8. Resolution to Set Dates and Location of Meetings until the 2015 AOM**

**BVRTSC14-114** - Sean Krausert moves that, until the Annual Organizational Meeting in October 2015, the Commission's board meetings take place on the 2<sup>nd</sup> Wednesday of every month at the Roam Customer Care Centre starting at 2 PM.

**CARRIED UNANIMOUSLY**

**9. GM Recruitment**

**BVRTSC14-115** - Davina Bernard makes a motion that commission moves forward with engaging/hiring recruitment firm Legacy Partners Executive Search.

**CARRIED** (Dave Schebek /Stavros Karlos Opposed)

**10. Adjournment**

**BVRTSC14-116** – Sean Krausert makes motion to adjourn meeting @ 10:50AM.

**CARRIED UNANIMOUSLY**



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Sean Krausert  
Chair