

**BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION
REGULAR MEETING**

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

**MINUTES
October 8, 2014**

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore - Chair
Grant Canning, Town of Banff
Davina Bernard, ID#9 Dave
Schebek, ID #9

BOARD MEMBERS ABSENT

Stavros Karlos, Town of Banff - Vice Chair
Joanna McCallum, Town of Canmore

BOARD ADMINISTRATION PRESENT

Steve Nelson, Acting General Manager / Manager of Operations
Tomoe Yamagata, Logistics Coordinator / Meeting Recorder

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: 2:26 PM
2. Approval of the Agenda

BVRTSC14-97 Sean Krausert moved approval of the agenda.

CARRIED UNANIMOUSLY

3. Approval of the September 10, 2014 Regular Meeting Minutes

BVRTSC14-98 Sean Krausert moved approval of the September 10, 2014 minutes as amended.

CARRIED UNANIMOUSLY

4. Old Business (Standing Items)
 - a. General Manager/ CAO's Monthly Report 2014 (verbal)
Bring Forward List of Pending Items (attached)

Proposed Resolution to Re-Schedule Pending Items (attached)

BVRTSC14-99 Sean Krausert moved that the following items be delayed until January 2015:

- (i) BVRTSC13-36 (Emergency Protocol);
- (ii) BVRTSC13-38 (Overload Policy); and
- (iii) BVRTSC14-30 (Municipal Capital Allocation Policy).

CARRIED UNANIMOUSLY

Information provided by Jacob Johnson that, with respect to Canmore local transit, an open house for public feedback will be held on October 29, 2014 (tentative date) as well as presented to Canmore council meeting on November 12, 2014.

- b. Transit Service Monthly Statistics (thru August'14)
- c. Quarterly Performance Update (Tabled by BVRTSC14-96 to this meeting . . . and Chair will seek to table until the November meeting) (not attached)

BVRTSC14-100 Sean Krausert moved to table quarterly performance update until November.

CARRIED UNANIMOUSLY

- d. Request for Decision re FCSS, Banff and Canmore 10-Ride Pass Program (Report 2014 - 14) (attached)

BVRTSC14-101 Sean Krausert moved that the Commission approve the sale of 10-Ride Regional Passes at 50% reduced price to the Town of Banff and the Town of Canmore's FCSS departments to manage and distribute the passes based on their current application/vetting process; and that Administration seek further approval of the Commission if the combined total sales of these cards are to surpass 200 10-Ride Regional Passes in a single calendar year.

CARRIED UNANIMOUSLY

5. New Business

- a. Request for Ratification re Banff Local Service Engine Replacement (Report 2014 – 15) (attached)

BVRTSC14-102 Sean Krausert moved that the Banff local service engine replacement will be funded through the capital budget.

CARRIED UNANIMOUSLY

- b. Annual Organizational Meeting Agenda (attached)

BVRTSC14-103 Sean Krausert moved the Annual Organizational Meeting agenda be presented as attached.

CARRIED UNANIMOUSLY

- c. General Manager Recruitment Discussion

Sean Krausert commented on the hiring process, job description and salary. A proposal will be

prepared by a recruitment firm in the following week.

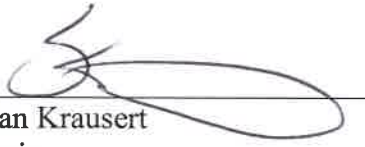
d. BVRTSC Presentations to Municipal Partner Councils (verbal report by Chair)

As Chair, Sean Krausert will be making presentations to all municipal partner Councils to provide an update on BVRTSC.

6. Adjournment

BVRTSC14-104 Sean Krausert moved to adjourn at 3:12 PM.

CARRIED UNANIMOUSLY



Sean Krausert
Chair