

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

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

MINUTES

February 11, 2015: 2:00pm – 4:00pm

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore - Chair
Davina Bernard, 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

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

Ethan Gorner, ID#9

1. Call to Order

Sean Krausert calls the meeting to order @ 2:02PM.

2. Approval of the Agenda

BVRTSC15-006 Sean Krausert moves approval of the agenda as presented.

CARRIED UNANIMOUSLY

3. Approval of the January 14, 2015 Regular Meeting Minutes (attached)

BVRTSC15-007 Stavros Karlos moves approval of the January 14, 2015 regular meeting minutes as circulated.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

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

In addition to the "pending items" that have now been completed, consensus was that BVRTSC14-101 could also be removed from the list.

- b. Transit Service Monthly Statistics (attached)

Question from Stavros Karlos regarding drop in pass sales in October. Acting GM noted spike in November revenue (6 month pass sales).

- c. Lake Louise Service Concept Statement (for discussion)

BVRTSC15-008 - Stavros Karlos moves to go in camera to protect third party information.

CARRIED UNANIMOUSLY

BVRTSC15-009 - Sean Krausert moves to come out of camera.

CARRIED UNANIMOUSLY

BVRTSC15-010 - Sean Krausert moves that the Commission approve the Statement of Concept for new seasonal service in Lake Louise as amended.

CARRIED UNANIMOUSLY

- d. Report regarding increased regional service motion BVRTSC14-129 (attached)

BVRTSC15-011 - Sean Krausert moves that administration seek a revised proposal from HarGroup for an electronic survey only, but with an expanded scope beyond increased frequency, e.g. other potential barriers or concerns of non-users.

CARRIED UNANIMOUSLY

5. New Business

- a. Draft of Year End Financial Report for 2014 (attached)

There were concerns expressed by the Chair with respect to changes in numbers in the draft financials as compared to a previous meeting with the accountant and Acting GM. The Chair and Vice-Chair will meet with the accountant and Acting GM to review all concerns prior to the draft financials being submitted to the auditor.

- b. GM/CAO Recruitment Shortlist Review (In Camera)

BVRTSC15-012 – Sean Krausert moves to go in camera to protect third party information.

CARRIED UNANIMOUSLY

BVRTSC15-013 – Stavros Karlos moves to come out of camera.

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC15-014 – Sean Krausert moves to adjourn the meeting at 4:30 PM.

CARRIED UNANIMOUSLY



Sean Krausert
Commission Chair

