

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

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

**MINUTES  
January 14, 2015**

**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  
Ethan Gorner, ID#9

**ADMINISTRATION ABSENT**

Alex Kolesch, Parks Canada (*participated via conference call until 3 PM*)

**1. Call to Order**

Sean Krausert calls the meeting to order @ 2:04 PM.

**2. Approval of the Agenda**

Sean Krausert would like to deal with 4F before 4A in order for Alex Kolesch to participate in the discussion.

**BVRTSC15-001** Sean Krausert moves approval of agenda as amended.

**CARRIED UNANIMOUSLY**

**3. Approval of the December 10, 2014 Regular Meeting Minutes (attached)**

**BVRTSC15-002** Sean Krausert moves approval of the December 10, 2014 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)
  - Most items of note are dealt with later in agenda.
  - Transition to in-house drivers for the regional route has gone smoothly.
- b. Transit Service Monthly Statistics (attached)
  - No questions arising.
- c. Discussion For Direction of Pending Items (verbal)
  - Discussion took place with respect to the following items which were returnable at this meeting:
    - Overload Policy – consensus that this was really an operational issue.
    - Emergency Services Protocol – consensus that this was not necessary at this time due to the communication guidelines already in place as per **BVRTSC14-49**.
    - Municipal Capital Allocation Policy – consensus that this is needed to govern capital allocation and to ensure annual contributions allow for long term replacement of capital assets.

**BVRTSC15-003** Sean Krausert moves that bring forward items BVRTSC13-36 and BVRTSC13-38, based on the Board being satisfied that current circumstances no longer require either an overload policy or emergency services protocol at this time, are hereby rescinded.

**CARRIED UNANIMOUSLY**

**BVRTSC15-004** Sean Krausert moves that the return date for BVRTSC14-30 be adjusted to June 2015.

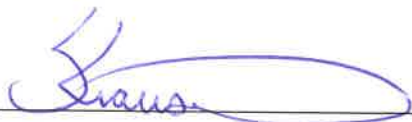
**CARRIED UNANIMOUSLY**

- d. Banff Local Buses – Wrap Replacement Update (verbal)
  - Proceeding well. Some careful logistical arrangements required as it involves bringing one bus at a time into Calgary for a period of a few days.
- e. Update re Elk Bus Fire (verbal)
  - Insurance claim proceeding well. Expect to receive offer from insurance company in settlement of the claim in the near future.
- f. Lake Louise Service Discussion (verbal)
  - Discussion between Commission and Alex Kolesch (on the phone via conference call); it was recognized that ultimately there needs to be a contractual arrangement between BVRTSC and Parks Canada for the service to be implemented.
  - In order to move forward, Parks Canada would like to know that BVRTSC is on board with the concept.
  - Sean Krausert offers to draft a document that captures what is being proposed between Parks and BVRTSC, and bring this back to board next month for approval.

5. New Business

6. Adjournment

**BVRTSC15-005** Sean Krausert moves to adjourn the meeting at 3:40 PM.  
**CARRIED UNANIMOUSLY**

  
Sean Krausert  
Chair

