

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

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

MINUTES

July 08, 2015: 2:00pm – 4:00pm

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

BOARD ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager of Operations / Meeting Recorder

ADMINISTRATION PRESENT

Jacob Johnson, Engineering Department, Town of Canmore
Alex Kolesch, Parks Canada
Ethan Gorner, ID#9

ADMINISTRATION ABSENT

Adrian Field, Manager of Engineering, Town of Banff

1. Call to Order

Sean Krausert called the meeting to order at 2:00 PM.

2. Approval of the Agenda

Addition under New Business – “5(c) Student Passes”

BVRTSC15-052 Sean Krausert moves to approve the agenda as circulated.

CARRIED UNANIMOUSLY

3. Approval of the June 10, 2015 Regular Meeting Minutes (attached)

BVRTSC15-053 Sean Krausert moves approval of the June 10, 2015 regular meeting minutes as circulated.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

a) CAO's Monthly Report - July 2015

b) Bring Forward List of Pending Items (attached).

- *Discussion on what the Board is looking for with respect to BVRTSC14-30 (capital allocation policy) . . . should require amortization schedules to ensure bus fleet fits into replacement schedule, taking into account lifespan of the various types of rolling stock, and determining what assets are in the plan and what are left to the municipalities.*
- *Discussion on BVRTSC14-109 (spare bus ratio policy) . . . important to emphasize that this needs to be in place before any other purchase is made.*

c) Transit Service Monthly Statistics (attached).

d) Rolling stock challenge and spare policy discussion.

- *Administration shared that on at least two occasions, due to repairs or breakdowns there were no spares available. This results in service potentially being jeopardized. The doubling of Route 1 combined with running of Route 4 in the summertime has placed a strain on ability to provide spare for any rolling stock that goes down. The Board discussed how it is important to get a spare ratio policy in place as soon as possible; and then, depending on the policy that is passed, it is very likely that Banff will be asked to replace the bus for which insurance proceeds were received.*

5. New Business

a) Budget Process Discussion

- *The Board discussed and supported the approach outlined in the Chair's Report.*

b) Re-Wrapping Regional Buses

BVRTSC15-054 Stavros Karlos moves replacing the regional bus wraps by adjusting the capital plan to replace the wrap in 2015 instead of 2017, and that the new wrap are comparable to the local service with more window exposure.

CARRIED UNANIMOUSLY

c) Student Passes

- *Administration would like to have a trial for student passes starting this Fall for monthly passes set at a rate somewhere between Adult and Senior.*
- *There was expressions of support from some members of the Board for a one year pilot, and Administration was asked to come back with a Request for Decision Report.*

6. Adjournment

BVRTSC15-055 Sean Krausert moves to adjourn at 3:26 PM.

CARRIED UNANIMOUSLY

