

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

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

MINUTES

March 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, Acting GM, 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

Ethan Gorner, ID#9

ADMINISTRATION ABSENT

1. Call to Order

Sean Krausert calls the meeting to order at 2:04 PM

2. Sean Krausert moves to approve the meeting agenda moves approval of the agenda

BVRTSC15-015 Sean Krausert moves approval of the agenda as presented.

CARRIED UNANIMOUSLY

3. Approval of the February 11, 2015 Regular Meeting Minutes (attached)

BVRTSC15-016 Sean Krausert moves approval of the February 11, 2015 regular meeting minutes as circulated.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a. General Manager/ CAO's Monthly Report 2014 (verbal)

Administration asked whether there is desire to continue or even expand free service at Tunnel Mountain Campground from July to September. Board suggested that a report come back to the Commission in April with details re impact of free transit at the campground in June 2014.

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

- c. Transit Service Monthly Statistics (attached)

Chair asked if all the statistics are helpful. The Commission agreed that all of the 2013 statistics could be kept the charts but remove the 2013 tables. On an editorial note, adjustments need to be made re new 2015 stats . . . adjust the Banff Local Ridership Running Total difference, budget 2015 column update, change headings to 2014-2015 for running total comparisons.

- d. HarGroup revised proposal regarding increased regional service motion BVRTSC14-129

BVRTSC15-017 Stavros Karlos moves to direct BVRTSC Administration to proceed with HarGroup proposal, and funded by a 50/50 cost split between Canmore and Banff.

CARRIED UNANIMOUSLY

Discussion – As this relates to the Canmore-Banff Regional Service, Banff's \$3,000 contribution could come from Banff's reserve while Canmore Administration advised that Canmore's contribution of \$3,000 is available from one of Canmore's approved budget lines.

BVRTSC15-018 Stavros Karlos moves to double the frequency of the regional transit service starting June through to September long weekend.

**DEFEATED
(Stavros Karlos in Support)**

- e. Bunt Engineering Study re. Lake Louise Service update (for discussion).

Discussion – Communication continues between Parks Canada and BVRTSC re supporting statistics and so the report will be completed soon; and Parks Canada continues in communication with ID #9.

5. New Business

- a. Report 2015-02 Recommended Ridership Per Hour Targets

BVRTSC15-019 Sean Krausert moves to accept as information the ridership per hour targets as recommended by Administration and directs Administration to report against these quarterly.

CARRIED UNANIMOUSLY

b. Report 2015-03 Recommended Costs Per Hour Targets

BVRTSC15-020 Sean Krausert moves to accept as information the costs per service hour targets as recommended by Administration and directs Administration to report against these quarterly.
CARRIED UNANIMOUSLY

c. Report 2015-04 Expansion of Adjusted Summer Schedule.

BVRTSC15-021 Sean Krausert moves to approve the expansion of the Adjusted Summer Schedule for Route 1 Banff Local Service to 7 days a week between June 1st and Labour Day weekend, and extend the hours of the adjusted schedule until 8:10pm.
CARRIED UNANIMOUSLY

NOTE – The Board recognizes an altered schedule strategy is a short-term mitigation measure in response to traffic overload/congestion and not a long term strategy.

d. Report 2015-05 Route 3 Drop Off Only Inbound Banff

BVRTSC15-022 Sean Krausert moves to approve the modification of stop #111/03 from a full service pickup/drop off transit stop, to a drop off only transit stop to improve schedule adherence for Route 3.
CARRIED UNANIMOUSLY

e. Report 2015-06 Regional Bike Rack Installation

BVRTSC15-023 Sean Krausert moves that administration investigate an alternate system to secure bikes on the bus that allows the aisle to remain free.
CARRIED UNANIMOUSLY

f. GM/CAO Recruitment Update

The Commission is hoping to make an offer to a qualified candidate soon.

g. Sulphur Mountain Route - Summer Frequency

BVRTSC15-024 Sean Krausert moves to approve the concept of doubling the frequency of Route 1 from June 27th thru to the September long weekend, and directs BVRTSC Administration to provide the cost and related information to Banff Council in order to consider this increased service.
CARRIED UNANIMOUSLY

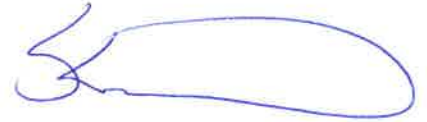
BVRTSC15-025 Stavros Karlos moves that the BVRTSC encourages Town of Banff Council to consider a communication strategy to maximize effectiveness of a change in schedule.
CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC15-026 Sean Krausert moves to adjourn the meeting at 4:19 PM.

CARRIED UNANIMOUSLY

Sean Krausert
Commission Chair

A handwritten signature in blue ink, consisting of a stylized 'S' followed by a large, elongated loop.