

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

BVRTSC Ian Mackie Boardroom, Banff

MINUTES

July 14, 2016: 2:00 – 4:00 pm

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore – Chair

Dave Schebek, ID#9

Karen Sorensen, Town of Banff

Davina Bernard, ID#9 – Vice Chair

Corrie DiManno, Town of Banff

BOARD MEMBERS ABSENT

Joanna McCallum, Town of Canmore

BOARD ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer

Steve Nelson, Manager of Operations/Meeting Recorder

ADMINISTRATION PRESENT

Adrian Field, Town of Banff

Alex Kolesch, Parks Canada

ADMINISTRATION ABSENT

Jacob Johnson, Town of Canmore

Ethan Gorner, ID#9

1. Call to Order

Sean Krausert called the meeting to order at 2:02 PM.

2. Approval of the Agenda

BVRTSC16-36 Sean Krausert moves the approval of the agenda as circulated.

CARRIED UNANIMOUSLY

3. Approval of the June 8, 2016 Regular Meeting Minutes (attached)

Corrie DiManno noted that, for consistency, any mention of "intercept transit lot" should be changed to "park and ride". No concerns by Board with this change.

BVRTSC16-37 Sean Krausert moves for the approval of the June 8th, 2016 minutes as amended.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

a) CAO's Monthly Report – July 2016

CAO noted that the Cougar bus is in service, the other bus is expected in the next few weeks, and regional is doing very well on additional service.

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

After discussion, it was agreed that BVRTSC16-13 can be removed from the list, and administration knows it has authority to respond if ToB makes a request.

BVRTSC16-38 Sean Krausert moves to amend the return date for BVRTSC16-27 to August 2016.

CARRIED UNANIMOUSLY

c) Transit Service Monthly Statistics (attached).

CAO asked Board if there were any concerns with statistics being delivered one month behind so as to ensure accuracy, especially with revenue numbers. No concerns raised by the Board.

5. New Business

a) PTIF Submission (Ratify Electronic Responses)

BVRTSC16-39 Sean Krausert moves that the Board ratify the email vote as described in the agenda package.

CARRIED UNANIMOUSLY

b) Budget Process Discussion

Discussion with respect to the budget process as presented. No concerns raised by the Board.

c) October Commission Meeting Date Change

BVRTSC16-40 Sean Krausert moves changing the October regular meeting date to October 20th at 2 PM with the AGM to immediately follow.

CARRIED UNANIMOUSLY

d) Future Transit Service Discussion (In Camera to protect third party interests)

BVRTSC16-41 Sean Krausert moves to go in-camera at 2:32 PM.

CARRIED UNANIMOUSLY

BVRTSC16-42 Sean Krausert moves to come out of in-camera at 2:43 PM.

CARRIED UNANIMOUSLY

BVRTSC16-43 Sean Krausert moves to authorize the purchase of another bus as requested by administration to expand our fleet with purchase costs to be covered by a third party; and to amend our 10 year capital budget accordingly.

CARRIED UNANIMOUSLY

e) GREEN TRIP Amendments

BVRTSC16-44 Sean Krausert moves to approve the amended GreenTRIP#3 submission as presented, and direct the Chair to prepare a letter of support with approval to be forwarded to the Calgary Regional Partnership.

CARRIED UNANIMOUSLY

f) CAO Review Approval (In Camera)

BVRTSC16-45 Sean Krausert moves to go in-camera at 2:49 PM.

CARRIED UNANIMOUSLY.

BVRTSC16-46 Sean Krausert moves to approve the CAO performance review for 2015-2016 as circulated.

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC16-47 Sean Krausert moves to adjourn the meeting at 2:55 PM.

CARRIED UNANIMOUSLY

