

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

BVRTSC Ian Mackie Boardroom, Banff

MINUTES

September 14, 2016: 2:00 – 4:00 pm

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore – Chair
Karen Sorensen, Town of Banff
Davina Bernard, ID#9 – Vice Chair
Corrie DiManno, Town of Banff
Joanna McCallum, Town of Canmore

BOARD MEMBERS ABSENT

Dave Schebek, ID#9

BOARD ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager of Operations

ADMINISTRATION PRESENT

Adrian Field, Town of Banff
Jacob Johnson, Town of Canmore
Alex Kolesch, Parks Canada

ADMINISTRATION ABSENT

Ethan Gorner, ID#9

1. Call to Order

Sean Krausert called meeting to order at 2:05 PM.

2. Approval of the Agenda

Sean Krausert requested addition of item 4D – an extension regarding the Banff Ave Local Service Review.

BVRTSC16-54 Sean Krausert moves approval of agenda as amended with 4D added.

CARRIED UNANIMOUSLY

3. Approval of the August 10, 2016 Regular Meeting Minutes (attached)

Davina Bernard requested last names be added to all name references in minutes.

BVRTSC16-55 Sean Krausert moves approval of regular meeting minutes as amended.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CAO's Monthly Report – August 2016
- b) Bring Forward List of Pending Items (includes update on youth fares).
- c) Transit Service Monthly Statistics (attached).
- d) An extension regarding the Banff Ave Local Service Review.

A discussion was had between attendees and CAO to understand the need for the extension. Essentially, BVRTSC Administration wanted a better survey sample that included more visitor responses.

BVRTSC16-56 Sean Krausert moves that the Board approve the extension of the survey until mid-October and increase the budget from \$10,000 to \$15,000 to allow for further advertising and on the street data collection to obtain a representative sample of visitor responses, subject to the approval of the Town of Banff.

CARRIED UNANIMOUSLY

5. New Business

- a) Presentation - Proposed Capital and Operating Plans

Discussion was held where attendees asked questions about the proposed budgets, made comments with respect to any concerns, and heard the rationale behind any changes made since the draft budget.

Following discussion, it was clear that the Board was not yet prepared to consider a motion to approve the proposed budgets and that further changes were required. Accordingly, a special meeting was decided upon for Wednesday September 28th, 2016 @ 2PM, at which time Administration would return with a revised proposed budget that addressed concerns raised, especially pulling out service level increases affecting on the Town of Banff so that they may be considered by the Town of Banff separately. Also, at the special meeting, if the revised proposed budgets are approved, a new date would be set for the Annual Organizational Meeting.

- b) Strategic Plan – Review of Plan with Revisions

BVRTSC16-57 Sean Krausert moves to postpone consideration of the new strategic plan until the November meeting.

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC16-58 Sean Krausert moves to adjourn meeting at 4:35 PM.

CARRIED UNANIMOUSLY

A handwritten signature in black ink, appearing to read "Sean Krausert", written in a cursive style.