

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

BVRTSC Ian Mackie Boardroom, Banff

MINUTES

September 28, 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
Dave Schebek, ID#9
Joanna McCallum, Town of Canmore

BOARD MEMBERS ABSENT

BOARD ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, BVRTSC

ADMINISTRATION PRESENT

Adrian Field, Town of Banff
Jacob Johnson, Town of Canmore

ADMINISTRATION ABSENT

Alex Kolesch, Parks Canada
Ethan Gorner, ID#9

1. Call to Order

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

2. Approval of the Agenda

BVRTSC16-59 Sean Krausert moves to approve the agenda.

CARRIED UNANIMOUSLY

3. New Business

a) Request for Decision – Proposed Operating and Capital Budgets

A discussion about the proposed operating budget was held in which questions and comments were provided to Administration, especially with respect to KPI's being included in the budget.

BVRTSC16-60 Sean Krausert moves to approve the proposed operating budget as presented.

BVRTSC16-60a Karen Sorensen moves an amending motion to remove the new operations supervisor position until administration can return with a 3- year staffing plan including options for positions such as marketing, accounting and fleet supervision.

**Motion Defeated
Karen Sorensen and Corrie DiManno in Support**

Returning to the main motion:

BVRTSC16-60 Sean Krausert moves to approve the proposed operating budget as presented.

CARRIED UNANIMOUSLY

BVRTSC16-61 Karen Sorensen moves that the Board will not consider final approval of the operating budget until it is presented with KPI baseline numbers and proposed KPI baseline targets.

CARRIED UNANIMOUSLY

A discussion about the proposed capital budget was held in which questions and comments were provided to Administration, especially with respect to changes being requested by the Town of Canmore administration to the version provided since the agenda package was distributed.

BVRTSC16-62 Sean Krausert moves to approve the proposed 2017 and beyond capital budget as presented.

BVRTSC16-62a Sean Krausert moves an amendment to this budget that incorporates the changes to the Canmore section as presented by Administration.

CARRIED UNANIMOUSLY

Returning to the main motion:

BVRTSC16-62 Sean Krausert moves to approve the proposed 2017 and beyond capital budget as amended.

CARRIED UNANIMOUSLY

BVRTSC16-63 Sean Krausert moves that the budgets will be revised to incorporate the new Banff service level requests, with changes to reflect PTIF grants, if and when approved by Banff Town Council.

CARRIED UNANIMOUSLY

The Chair confirmed that we have approved proposed operating and capital budgets. Next step, the

CAO will make changes to capital budget to reflect the amendment, and will send out to commission members and post on the web site in order to invite comments in writing to the CAO by 30 days from now. Based upon feedback provided, the CAO will then propose operating and capital budgets (with any recommended revisions) for final approval at the next meeting and adopted at the Annual Organizational Meeting.

- b) Request for Decision - Free Transit in Canmore for Canmore Local in 2016

BVRTSC16-64 Sean Krausert moves to direct Administration to implement free Canmore local transit for the months of November and December 2016 as approved by Canmore Town Council on September 20, 2016.

CARRIED UNANIMOUSLY

- c) Rescheduling the October meeting – Annual Organization Meeting

BVRTSC16-65 Sean Krausert moves setting the next Board meeting for Thursday Nov 3rd, 2016 at 2 PM with Annual Organizational Meeting to follow immediately thereafter.

CARRIED UNANIMOUSLY

- 4. Adjournment

BVRTSC16-66 Sean Krausert moves to adjourn the meeting at 3:41 PM.

CARRIED UNANIMOUSLY