

**BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION**  
**REGULAR MEETING**  
**BVRTSC CUSTOMER SERVICE CENTRE – BOARD ROOM**  
**(221 BEAVER ST. BANFF)**  
**July 23, 2014: 2:00pm – 4:00pm**

**MINUTES**

**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**

Koji Miyaji, General Manager / Chief Administrative Officer  
Steve Nelson, Manager of Operations / Meeting Recorder

**BOARD ADMINISTRATION ABSENT**

**ADMINISTRATION PRESENT**

Adrian Field, Manager of Engineering, Town of Banff  
Jacob Johnson, Acting Manager of Engineering, Town of Canmore  
Ethan Gorner, ID #9  
Alex Kolesch, Parks Canada  
Robert Earl, Town Manager, Town of Banff (observing)

**ADMINISTRATION ABSENT**

**1. Call to Order**

The meeting was called to order at 2:02pm

**2. Approval of the Agenda**

**BVRTSC14-66** Moved by Sean Krausert to approve the agenda as amended for July 23<sup>rd</sup>, 2014 meeting.

Stavros Karlos - addition of 5G Tunnel Mountain Campground

**CARRIED UNANIMOUSLY**

**3. Approval of the June 11, 2014 Regular Meeting Minutes**

**BVRTSC14-67** Moved by Sean Krausert to approve the minutes of the June 11<sup>th</sup>, 2014 regular meeting.

**CARRIED UNANIMOUSLY**

**4. Old Business (Standing Items)**

- a. General Manager/ CAO's Monthly report  
2014 Bring Forward List of Pending items.
- b. Transit Service Monthly Statistics (May)
- c. 2013 Audit Management Items (accounting support) – Report 2014-9

**BVRTSC14-68** Moved by Sean Krausert that the Commission the retention of the external Accountant as described in Report 2014-9.

**SUPPORTED BY SEAN KRAUSERT, JOANNA MCCALLUM, DAVE SCHEBEK and DAVINA BERNARD**

**OPPOSED BY STAVROS KARLOS AND GRANT CANNING**

**MOTION DEFEATED pursuant to s. 11.5 of Bylaw #3**

**5. New Business**

- a. Regional Direct Service Report (Request for Decision) 2014-11

**BVRTSC14-69** Moved by Stavros Karlos to postpone this matter until the August board meeting in order to have administration provide a copy of the letter from Brewsters and update figures in the report based on number provided by Brewsters.

**MOTION CARRIED UNANIMOUSLY**

- b. Banff Local Ridership 5% Target Report 2014-10
- c. Service Design Analysis Components Report 2014-12

**BVRTSC14-70** Moved by Stavros Karlos to direct administration to return for the August board meeting with a report detailing what work within TS1 has been ongoing.

**CARRIED UNANIMOUSLY**

**BVRTSC14-71** Moved by Sean Krausert that commission accept this report for information.

**CARRIED UNANIMOUSLY**

- d. FCSS Letter

**BVRTSC14-72** Moved by Sean Krausert

Given that the BVRTSC supports reduced fare products being made available to qualified low-income residents of the Bow Valley, with respect to potential changes to the reduced fare product for the Banff-Canmore Regional Service administered by FCSS, the GM/CAO is directed to:

(i) use best efforts in working with FCSS towards a mutually agreeable reduced fare product(s) for qualified low-income residents of the Bow Valley on the Banff- Canmore Regional Service, and in any event report back no later than the November to the BVRTSC regular meeting with a recommendation for consideration by the Commission; and

(ii) in support of the above, ask FCSS (both Banff and Canmore) to provide a description of the systems/processes that are currently used or will be incorporated to:

(a) determine eligibility of people qualified to purchase/receive the reduced fare products,

(b) protect against the reduced fare products being abused or misused, and

(c) periodically review the eligibility of individuals qualified to purchase/receive the reduced fare products.

**CARRIED**

**OPPOSED BY STAVROS KARLOS and GRANT CANNING**

e. Preliminary 2015 - 2017 draft Operating Budget

**All feedback and comments to GM/CAO by August 8<sup>th</sup>.**

f. GreenTrip 2 Application process update (Verbal GM/CAO)

g. Tunnel Mountain Campground (Question from Stavros Karlos)

**6. Adjournment**

**BVRTSC14-73** Moved by Sean Krausert to adjourn the meeting.

**CARRIED UNANIMOUSLY**

Adjourned @ 4:23

A handwritten signature in black ink, appearing to be 'Sean Krausert', written over a horizontal line.

Sean Krausert  
Chair