

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

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

MINUTES

May 13, 2015: 2:00pm – 4:00pm

BOARD MEMBERS PRESENT

Sean Krausert, Town of Canmore – Chair

Dave Schebek, ID #9

Grant Canning, Town of Banff

Stavros Karlos, Town of Banff – Vice Chair

Joanna McCallum, Town of Canmore

BOARD MEMBERS ABSENT

Davina Bernard, ID#9

BOARD ADMINISTRATION PRESENT

Steve Nelson, Acting GM, Manager of Operations / Meeting Recorder

ADMINISTRATION PRESENT

Adrian Field, Manager of Engineering, Town of Banff

Jacob Johnson, Engineering Department, Town of Canmore

Alex Kolesch, Parks Canada

Ethan Gorner, ID#9

ADMINISTRATION ABSENT

1. Call to Order

Sean Krausert called the meeting to order at 2:04 PM.

2. Approval of the Agenda

Sean Krausert requests addition of “5 (c) Intergovernmental Matter”.

BVRTSC15-037 Sean Krausert motion to approve the Agenda as amended.

CARRIED UNANIMOUSLY

3. Approval of the April 8, 2015 Regular Meeting Minutes (attached)

BVRTSC15-038 Sean Krausert moves approval of April 8, 2015 regular meeting minutes as circulated.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

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

- *Alberta Transportation Safety Inspection/Audit tentatively scheduled for week for May 18 – 22.*
- *Contacted by Parks Canada and Town of Banff with regards to request from Brewsters for use of Roam Caribou East Side bus stop for their shuttle service. Request declined.*
- *Letter from Banff Marathon group - attempting 'greenest marathon in the world' – June 21st. Requested - complimentary service for bib wearing participants . . . agreed; requested \$2000 cash donation request . . . denied.*
- *Route 4 Cave and Basin set to begin this Friday.*
- *Route 2 free Campground to Town service (one-way) to begin this weekend.*
- *Route 3 rerouting – on track for June 1st implementation.*
- *Route 3 bike racks on order/being built, expected to be delivered May 20th and to be installed by Fleet Services ASAP.*
- *Route 1 doubling – on track for June 27th start but would like another motion with direction as previous motion was an approval in concept. Also, re adjusted summer schedule, would like to push this back to match the June 27th service change.*

BVRTSC15-039 Sean Krausert moves that BVRTSC Administration be directed to proceed with doubling of Route 1 service as per the previously approved concept (BVRTSC15-024) and as approved by Banff Town Council.

CARRIED UNANIMOUSLY

BVRTSC15-040 Sean Krausert moves that the timing of the Adjusted Summer Schedule previously approved (BVRTSC15-021) coincide with the timeline going forward for the doubling of Route 1 service.

CARRIED UNANIMOUSLY

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

BVRTSC15-041 Sean Krausert moves that motion that BVRTSC14-30 and BVRTSC14-109 be returnable in September 2015 instead of June 2015.

CARRIED UNANIMOUSLY

c) Transit Service Monthly Statistics (attached)

- *No questions.*

d) HarGroup Regional Survey Update (verbal).

- *HarGroup is proceeding with designing the survey and getting input from regional route municipal partner administration liaisons. Board will assist with distribution of non-user survey to employers in each of Canmore and Banff who have employees living in the other municipality.*

e) Adjusted Summer Schedule timing re Brochures (verbal).

- *See motion BVRTSC15-040 (above).*

5. New Business

- a) 2015 First Quarter Financials (attached).
 - *Acting CAO/GM will follow-up on items not yet invoiced by Town of Banff.*
- b) CAO/GM Recruitment Update (verbal).
 - *New CAO/GM has been offered an employment contract, and expected to be finalized soon. Start date to be June 15, 2015. Announcement will be made when the contract is signed.*
- c) Intergovernmental Matters Discussions (In Camera).

BVRTSC15-042 Sean Krausert moves to go in camera at 2:40 PM.

CARRIED UNANIMOUSLY

BVRTSC15-043 Stavros Karlos moves to come out of camera at 3:03 PM.

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC15-044 Sean Krausert moves to adjourn at 3:03 PM.

CARRIED UNANIMOUSLY

A handwritten signature in blue ink, appearing to read "Sean", with a large, sweeping flourish extending to the right.