

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

**Fenlands Recreation Centre Meeting Room, Banff**

**AGENDA**

**June 8, 2016: 2:00 – 4:00 pm**

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

**BOARD ADMINISTRATION PRESENT**

Martin Bean, Chief Administrative Officer  
Steve Nelson, Manager of Operations/Meeting Recorder

**ADMINISTRATION PRESENT**

Adrian Field, Town of Banff  
Jacob Johnson, 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 1:25 PM.

**2. Approval of the Agenda**

The Chair requests addition of item “5(d) Letter re federal funding opportunity.”

**BVRTSC16-29** Sean Krausert moves the approval of the agenda as amended.

**CARRIED UNANIMOUSLY**

3. Approval of the May 11, 2016 Regular Meeting Minutes (attached)

**BVRTSC16-30** Sean Krausert moves the approval of the May 11, 2016 regular meeting minutes as circulated.

**CARRIED UNANIMOUSLY**

4. Old Business (including Standing Items)

a) CAO's Monthly Report – June 2016

*Discussion about increasing awareness of increased frequency on Route 3 included – suggestion of a radio spot on Mountain FM; social media updates – sharing our information with Community Road Condition and every week announce there's new service; communicate cost of driving and benefits of Roam (the truth about the \$6 ride); Fun Facts on social media re transit usage; access the ToB and ToC weekly ads/pages – start with Diana and Larissa in Banff, Adam Robertson in Canmore (go directly to source and CC Adrian, CC Jacob).*

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

c) Transit Service Monthly Statistics (attached).

d) GreenTRIP#2 Letter

*Alberta Transportation GreenTRIP capital funding for Lake Louise approved.*

5. New Business

a) Low Income Transit Pass - Request for Decision

**BVRTSC16-31** Sean Krausert moves to add a 31-day Low Income Transit Pass for the regional service to be offered to the partner municipalities to supplement the needs of their FCSS programs.

**CARRIED UNANIMOUSLY**

**BVRTSC16-32** Given BVRTSC will be working further with Canmore administration to determine the parameters of their Low Income Transit Pass program prior to the implementation of Canmore Local Transit, Sean Krausert moves that the return date for **BVRTSC16-11** be extended to October 2016.

**CARRIED UNANIMOUSLY**

b) 2015 Reconciliation – Motion to Approve

**BVRTSC16-33** Sean Krausert moves to approve the 2015 Operating and Capital Reconciliation and direct administration to reimburse Banff \$160,779 and Canmore \$56,905 as per the attached documentation.

**CARRIED UNANIMOUSLY**

c) GreenTrip3 – Request for Decision

**BVRTSC16-34** Sean Krausert moves that the BVRTSC Board approve the GreenTRIP#3 submission and the Chair to prepare a letter of support and approval to be forwarded to the CRP.

**BVRTSC16-34a** Dave Schebek moves an amendment to the main motion to add 3 additional buses to the submission for the transit service for Lake Louise.

**CARRIED UNANIMOUSLY**

**BVRTSC16-34b** Dave Schebek moves an amendment to the main motion to add a Park 'n Ride transit lot to the submission for Lake Louise.

**CARRIED UNANIMOUSLY**

**BVRTSC16-34** Sean Krausert moves that the BVRTSC Board approve the GreenTRIP#3 submission and the Chair to prepare a letter of support and approval to be forwarded to the CRP, with the following amendments to the submission:

- (i) add 3 additional buses for the transit service for Lake Louise; and
- (ii) add a Park 'n Ride transit lot for Lake Louise.

**CARRIED UNANIMOUSLY**

d) Federal Funding Announcement

*Letter received re the Public Transit Infrastructure Fund whereby there is federal funding available for certain projects within certain parameters. The Chair requested that the letter be circulated to all Commission members for information purposes. Administration will be working to prepare a submission for Board approval.*

6. Adjournment

**BVRTSC16-35** Sean Krausert moves to adjourn at 3:02 PM.

**CARRIED UNANIMOUSLY**

