

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

BVRTSC Boardroom – 221 Beaver Street, Banff, AB.

MINUTES

November 13, 2019 2:00-4:00pm

BOARD MEMBERS PRESENT

Davina Bernard, ID#9 – Chair (Phone In)
Brian Standish, Town of Banff
Chip Olver, Town of Banff
Dave Schebek, ID#9
Vi Sandford, Town of Canmore
Joanna McCallum, Town of Canmore

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager of Operations
Andrea Stuart, Financial Controller

ADMINISTRATION PRESENT

Claire Ellick, Town of Canmore
Greg Danchuk, Parks Canada
Alex Kolesch, Parks Canada
Adrian Field, Town of Banff
Zoe Arnold, Parks Canada

1. Call to Order

Brian Standish calls the meeting to order 2:09PM

2. Approval of the Agenda

BVRTSC19-53 Chip Olver moves to approve the agenda as presented



CARRIED UNANIMOUSLY

3. Minutes

- Approval of the October 23, 2019 Regular Meeting Minutes (attached)

BVRTSC19-54 Joanna McCallum moves to approve minutes as circulated

CARRIED UNANIMOUSLY

- Approval of the October 23, 2019 Annual Organizational Meeting Minutes (attached)

BVRTSC19-55 Dave Schebek moves to approve minutes as circulated

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CAO's Monthly Report
- b) Bring Forward List of Pending Items
- c) Transit Service Monthly Statistics (attached)

5. New Business

- a) Q3 Financial Results (For Information Only)
- b) Survey results from Banff/Lake Louise Marketing Consortium (For Information Only)
- c) Parks Canada Presentation of Lake Louise Shuttle (For Information Only)
- d) Intelligent Transit Systems Technology External Review (Request for Decision)

Davina – strategic plan topic “How we integrate we’re looking for overall efficiencies”.

BVRTSC19-56 Dave Schebek moves that the Commission instruct administration to contract consultants with Intelligent Transit Systems Technology expertise to provide a full technology review, including the presentation of a 5-Year Transit Technology Strategic Plan for Roam Transit with a total cost not to exceed \$35,000 , pending the receipt of 2 additional comparative quotations.

CARRIED UNANIMOUSLY

e) Appointment of Chair and Vice-Chair (Request for Decision)

Martin Bean calls for nomination of Chair.

Davina Bernard nominates Brian Standish for Commission Chair.
No further nominations.

Brian Standish confirmed as Chair.

Brian Standish calls for nomination of Vice Chair.

Dave Schebek nominates Joann McCallum for Commission Vice Chair.
No other nominations.

Joanna McCallum confirmed as Vice Chair.

f) Finalization of meeting dates and times (Request for Decision)

BVRTSC19-57 Brian Standish moves that there is no change to existing schedule of meeting dates and times

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC19-59 Brian Standish moves to adjourn the meeting at 3:43PM

CARRIED UNANIMOUSLY