

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

via: Zoom Video Meeting

MINUTES

April 8, 2020 2:00-3:00pm

BOARD MEMBERS PRESENT

Brian Standish, Town of Banff - Chair
Chip Olver, Town of Banff
Dave Schebek, ID#9
Vi Sandford, Town of Canmore
Davina Bernard, ID#9
Joanna McCallum, Town of Canmore – Vice Chair

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager of Operations
Mel Booth, Financial Controller

ADMINISTRATION PRESENT

Patti Youngberg, Parks Canada
Alex Kolesch, Parks Canada
Adrian Field, Town of Banff
Claire Ellick, Town of Canmore
Danielle Morine, ID9

ADMINISTRATION ABSENT

1. Call to Order – Brian Standish calls the meeting to order at 2:04 PM
2. Approval of the Agenda –

Martin Bean recommends we switch the order to allow Calvin Scott from Avail CPA to present financial statements prior to other agenda items

BVRTSC20-12 Brian Standish moves to approve meeting agenda as amended

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the March 10, 2020 Regular Meeting Minutes (attached)

BVRTSC20-13 Brian Standish moves to approve meeting minutes

CARRIED UNANIMOUSLY

4. New Business

- a) Presentation of Audited Financial Results for 2019 (Calvin Scott, Partner, Avail CPA)

BVRTSC20-14 Joanna McCallum moves to approve the Audited Financial Results as presented

CARRIED UNANIMOUSLY

5. Old Business (including Standing Items)

- a) CAO's Monthly Report (For Information)

- *Move weekly Board updates to weekly emails with a Zoom Update mid-month between Board meeting dates*
- *Regular Board Meeting Agendas are posted on the website along with information on how public can attend the Zoom meeting.*

- b) Bring Forward List of Pending Items (For Information)

- *Nothing due in April*

- c) Transit Service Monthly Statistics (For Information)

6. Adjournment

BVRTSC20-15 Brian Standish moves to adjourn the meeting at 2:38 PM