

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

via: Zoom Video Meeting

MINUTES

March 17th, 2021 2:00-3:30pm

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

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



ADMINISTRATION PRESENT

Andy Esarte, Town of Canmore
Danielle Morine, ID9
Adrian Field, Town of Banff
Alex Kolesch, Parks Canada
Kendra van Dyk, Parks Canada

1. Call to Order

Brian Standish calls the meeting to order at 2:02PM

2. Approval of the Agenda

Request that New Flyer presentation first before 5A Old Business.

BVRTSC21-73 Brian Standish moves to approve the agenda as amended.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the February 10th, 2021 Regular Meeting Minutes (attached)

BVRTSC21-74 Chip Olver moves to approve the February 10th, 2021 Regular Meeting Minutes as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

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

BVRTSC21-75 Davina Bernard makes motion to come back to Commission with details about setting up a reservation system for this summer for Johnston Canyon.

CARRIED UNANIMOUSLY

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

- c) Transit Service Monthly Statistics (For Information)

5. New Business

- a) BVRTSC2021-02.02 Bus Air Purification System (Presentation by New Flyer - Cathy Ezinicki-Buck and Connie Burns) (For Information)

- b) Report: BVRTSC2021-02.02 Bus Air Purification System (Updated Report) (Request for Decision)

Brian Standish moves that the Commission direct administration to issue a request for proposal for the installation of COVID targeting air purification systems to be installed on all fleet buses prior to summer 2021 at a cost not to exceed \$160,000. This will be funded by Canadian Healthy Communities Initiative if the grant application is successful. If this grant application is unsuccessful, \$110,000 will come from Capital Projects Saving and the remainder from the Municipal Operating Support Transfer MOST grant. All contingent on obtaining any necessary Canadian approvals.

Brian Standish withdraws his motion.

BVRTSC21-76 Chip Olver moves to request Administration to continue to research air purification systems and report back to the Commission at a future meeting.

CARRIED UNANIMOUSLY

c) Report: BVRTSC2021-03.01 Proterra Bus Purchase (Request for Decision)

BVRTSC21-77 Joanna McCallum moves that the Commission approve the purchase of an additional electric bus from Proterra through the City of Edmonton's onboarding clause; funding to be provided by GreenTRIP, the Town of Canmore and Alberta Parks, contingent on Alberta Parks securing necessary approvals to participate.

CARRIED UNANIMOUSLY

d) Presentation of Q4 Results, KPIs and Proposed Transfer of Reserves (Request for Decision)

BVRTSC21-78 Brian Standish moves that the Board approve the reserve transfers presented in the draft 2020 financial results as follows:

2020 Operating Surplus of \$701,253.24 to be transferred as follows:

- \$52,444.21 to the Town of Banff operating reserve
- \$238,949.84 to the Town of Canmore operating reserve
- \$283,490.10 to the ID#9 operating reserve
- \$40,288.99 out of the BVRTSC operating reserve
- \$166,658.08 to the Capital reserve

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC21-79 Brian Standish moves to adjourn the meeting at 3:50PM

CARRIED UNANIMOUSLY