

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

via: Zoom Video Meeting

MINUTES

April 14th, 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

Danielle Morine, ID9
Alex Kolesch, Parks Canada
Daniella Rubeling, Parks Canada
Andy Esarte, Town of Canmore
Adrian Field, Town of Banff

Members of the Public

Greg Colgan, Reporter Rocky Mountain Outlook
Calvin Scott, Avail Chartered Professional Accountants
Ryan Kurtz, Avail Chartered Professional Accountants

1. Call to Order

Brian Standish calls the meeting to order at 2:00PM

2. Approval of the Agenda

Martin Bean recommends moving item 5a to be presented before the Old Business.

BVRTSC21-80 Joanna McCallum moves to approve the Agenda as amended.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the March 17th, 2021 Regular Meeting Minutes (attached)

BVRTSC21-81 Brian Standish moves to approve the minutes for March 17th meeting as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CAO's Monthly Report (For Information)
- b) Bring Forward List of Pending Items (For Information)

Chip Olver would like to discuss a driver cockpit area air purifier system installation.

BVRTSC21-82 Chip Olver moves to ask Administration to bring back a report at the next Commission meeting on the feasibility and cost on moving forward with the product AirBubbl or something similar.

CARRIED UNANIMOUSLY

Joanna McCallum wants to make sure we have stats and facts on how the product works and if there are other agencies using this particular product.

- c) Transit Service Monthly Statistics (For Information)

Include in Statistics some important dates so that years from now we have some highlights included.

5. New Business

- a) Presentation of Audited Financial Results for 2019 (Calvin Scott, Partner, Avail CPA)
- b) Report 2021-04.01 Directors and Officers Insurance (Request for Decision)

BVRTSC21-83 Chip Olver moves that the Commission approve the addition of a \$3 million Directors and Officers Liability Insurance policy through our current provider (AMSC) to ensure all Board Members and employees are protected at an annual cost not to exceed \$2000.

CARRIED UNANIMOUSLY

- c) Report 2021-04.02 Reservation System Pilot (Request for Decision)

BVRTSC21-83 Davina Bernard moves that the Commission direct Administration to pilot an online reservation system through Betterez for the Route 9 (Johnston Canyon) and Route 8S (Lake Louise Scenic) transit offerings for the summer of 2021.

CARRIED UNANIMOUSLY

d) Report 2021-03.01 (Revised) Purchase of Proterra Bus (BVRTSC21-77) (Request for Decision)

BVRTSC21-84 Joanna McCallum makes a motion to rescind **BVRTSC21-77**

CARRIED UNANIMOUSLY

BVRTSC21-85 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, utilizing Commission Canmore reserve funds should Alberta Parks not be able to secure necessary approvals to participate or be delayed in securing these approvals.

6. Adjournment

Next meeting date for the Commission is scheduled for May 12th, 2021

BVRTSC21-86 Brian Standish moves to adjourn the meeting at 3:19PM

CARRIED UNANIMOUSLY