

**BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION  
ANNUAL ORGANIZATIONAL MEETING**

**Via Zoom**

**MINUTES**

**October 13, 2021 – Approximately 3:30 pm (Immediately Following Regular Meeting)**

**BOARD MEMBERS PRESENT**

Vi Sandford, Town of Canmore  
Davina Bernard, ID#9  
Brian Standish, Town of Banff – Chair  
Joanna McCallum, Town of Canmore – Vice Chair  
Dave Schebek, ID#9  
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  
Patti Youngberg, Parks Canada  
Adrian Field, Town of Banff

  
Joanna McCallum (Dec 7, 2021 16:24 MST)

**ADMINISTRATION ABSENT**

**Members of the Public**

Greg Colgan, Reporter Rocky Mountain Outlook  
Marion Adda, Member of the public

**1. Call to Order**

Brain Standish calls the meeting to order at 2:32PM

2. Approval of the Agenda

**BVRTSC21-119**

Brian Standish moves to approve the agenda as presented.

**CARRIED UNANIMOUSLY**

3. Motion to adopt the 2022 Operating & Capital Budgets (*see October 13, 2021 Regular Meeting Package*)

**BVRTSC21-120**

Brian Standish moves to adopt the 2022 Operating and Capital Budgets as approved in the October 13, 2021 regular Commission meeting.

**CARRIED UNANIMOUSLY**

4. Ratification of 2017-2020 Updated Strategic Plan

**BVRTSC21-121**

Chip Olver moves to ratify the 2021 to 2024 BVRTSC Strategic Plan as presented, with a progress update to be provided to the new Board prior to year-end.

**CARRIED UNANIMOUSLY**

5. Appointment of Avail Chartered Accountants for Audit of 2021 Financials

**BVRTSC21-122**

Dave Schebek moves to accept Avail Chartered Accountants as the Chartered Accountants for the BVRTSC 2021 financial audit.

**CARRIED UNANIMOUSLY**

6. Setting Dates and Location of Meetings until the 2022 AOM

**BVRTSC21-123**

Brian Standish moves that for 2022, the Commission will continue with regular meetings on the 2<sup>nd</sup> Wednesday of every month at 2pm via Zoom or in person as safety protocols permit.

**CARRIED UNANIMOUSLY**

7. Adjournment

**BVRTSC21-124**

Joanna McCallum moves to adjourn the meeting at 2:37PM

**CARRIED UNANIMOUSLY**






# 3 DRAFT Minutes October 2021 AOM

Final Audit Report

2021-12-07

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