

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

111 Hawk Avenue, Banff and via Zoom

MINUTES

March 9th, 2022 2:00-3:30pm

BOARD MEMBERS PRESENT


Davina Bernard, ID#9 – Vice Chair
Corrie DiManno, Town of Banff
Dave Schebek, ID#9
Grant Canning, Town of Banff
Tanya Foubert, Town of Canmore

BOARD MEMBERS ABSENT

Joanna McCallum, Town of Canmore - Chair

BVRTSC ADMINISTRATION PRESENT

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



Joanna McCallum (Jul 5, 2022 09:19 MDT)

ADMINISTRATION PRESENT

Adrian Field, Town of Banff
Danielle Morine, ID9
Colin DeBaie, Parks Canada
Patti Youngberg, Parks Canada
Andy Esarte, Town of Canmore

ADMINISTRATION ABSENT

Daniella Rubeling, Parks Canada
Alex Kolesch, Parks Canada

Members of the Public

1. Call to Order

Davina Bernard calls meeting to order at 2:06PM

2. Approval of the Agenda

BVRTSC22-009 Davina Bernard moves to approve the agenda as presented

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the February 9th, 2022 Regular Meeting Minutes (attached)

BVRTSC22-010 Davina Bernard moves to approve the February 9th, 2022 Regular Meeting Minutes 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)
- c) Transit Service Monthly Statistics (For Information)

5. New Business

- a) Report on leashed dogs being allowed on buses (Request for Decision)

BVRTSC22-011 Tanya Foubert moves that the Commission direct administration to bring back a report and recommendations by summer of 2022, with public consultation, on potentially allowing leashed dogs on buses without the use of a pet carrier.

CARRIED UNANIMOUSLY

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

BVRTSC22-012 Davina Bernard moves to approve the reserve transfers presented in the draft 2020 financial results as follows:

2021 Operating Deficit of \$246,481.71 to be transferred as follows:

- \$244,055.31 out of the Town of Banff operating reserve
- \$134,850.98 out of the Town of Canmore operating reserve
- \$18,605.92 out of the ID#9 operating reserve
- \$297.30 out of the BVRTSC operating reserve
- \$155,327.81 to the Capital reserve

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC22-013 Tanya Foubert motion to adjourn at 2:54pm

CARRIED UNANIMOUSLY

Next meeting – 111 Hawk Avenue and Zoom – April 13, 2-3:30pm

2. DRAFT Minutes March 2022

Final Audit Report

2022-07-05

Created:	2022-07-05
By:	Martin Bean (martin.bean@roamtransit.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAuExZIU7_HYgQDOwtOGvIUPPznuHwWRb

"2. DRAFT Minutes March 2022" History

-  Document created by Martin Bean (martin.bean@roamtransit.com)
2022-07-05 - 2:10:07 PM GMT- IP address: 70.65.224.76
-  Document emailed to Joanna McCallum (joanna.mccallum@canmore.ca) for signature
2022-07-05 - 2:10:21 PM GMT
-  Email viewed by Joanna McCallum (joanna.mccallum@canmore.ca)
2022-07-05 - 2:10:49 PM GMT- IP address: 104.47.60.254
-  Document e-signed by Joanna McCallum (joanna.mccallum@canmore.ca)
Signature Date: 2022-07-05 - 3:19:44 PM GMT - Time Source: server- IP address: 70.65.253.80
-  Agreement completed.
2022-07-05 - 3:19:44 PM GMT