

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

Zoom Video Meeting

MINUTES

September 14, 2022 2:00-3:30pm

BOARD MEMBERS PRESENT


Joanna McCallum, Town of Canmore - Chair
Dave Schebek, ID9
Tanya Foubert, Town of Canmore
Grant Canning, Town of Banff
Davina Bernard, ID#9 – Vice Chair

BOARD MEMBERS ABSENT

Corrie DiManno, Town of Banff

BVRTSC ADMINISTRATION PRESENT

Martin Bean, CAO
Mel Booth, Financial Controller
Steve Nelson, Manager Operations


[Joanna McCallum \(Feb 6, 2023 13:08 MST\)](#)

ADMINISTRATION PRESENT

Patti Youngberg, Parks Canada
Andy Esarte, Town of Canmore
Daniella Rubeling, Parks Canada
Danielle Morine, ID9
Adrian Field, Town of Banff
Jed Cochrane, Parks Canada

ADMINISTRATION ABSENT

PUBLIC PRESENT

Greg Colgan, Rocky Mountain Outlook

1. Call to Order

Meeting called to order at 2:02PM

2. Approval of the Agenda

BVRTSC22-041 Dave Schebek moves to approve Agenda as presented

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the August 10th, 2022 Regular Meeting Minutes (attached)

BVRTSC22-042 Grant Canning moves to approve the Minutes as presented

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

a) CAO's Monthly Report (For Information)

- Lake Louise Bus Stops – Davina Bernard asked that Administration respond directly to Louise locals to inform them of the return of service at Village North and South bus stops.
- Discussion of 5-year fare review to be completed by the end of 2023

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

Fare Review discussion – Plan for the new Planning/Data Analyst position to complete the review. Compare fare amounts as well as fare types and options for customers.

c) Transit Service Monthly Statistics (For Information)

5. New Business

a) Presentation of Proposed Operating and Capital Budgets (Request for Decision)

BVRTSC22-043 Dave Schebek moves to approve the proposed 2023-2025 Operating Budget as presented.

CARRIED UNANIMOUSLY

BVRTSC22-044 Tanya Foubert moves to approve the proposed 2023-2032 Capital Plan as presented.

CARRIED UNANIMOUSLY

b) Presentation of Request to Utilize Canmore Reserves for Transit Study (Request for

Decision)

BVRTSC22-045 Tanya Foubert moves to direct administration to allocate up to \$35,000 from BVRTSC Canmore operating reserves to fund a Canmore Local Transit Services Review utilizing Dillon Consulting to begin in September 2022.

CARRIED UNANIMOUSLY

c) In Camera Session – HR Item

BVRTSC22-046 Dave Schebek moves to go In Camera at 2:24 PM

CARRIED UNANIMOUSLY

Out of Camera at 2:41 PM

BVRTSC22-047 Tanya Foubert moves to approve the CAO job description as presented

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC22-048 Tanya Foubert moves to adjourn the meeting 2:45 PM

CARRIED UNANIMOUSLY

Next meeting – 111 Hawk Avenue and Zoom October 17th, 2-4pm





2 DRAFT Minutes September 2022

Final Audit Report

2023-02-06

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