

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

**via Zoom Video Meeting**


**MINUTES**

**December 15<sup>th</sup>, 2022      10:00-11:00am**

**BOARD MEMBERS PRESENT**

Joanna McCallum, Town of Canmore – Chair (Virtual)  
Dave Schebek, ID9 (Virtual)  
Corrie DiManno, Town of Banff (Virtual)  
Alex Parkinson, ID9 (Virtual)  
Grant Canning, Town of Banff (Virtual)  
Tanya Foubert, Town of Canmore (Virtual)

**BOARD MEMBERS ABSENT**

  
[Joanna McCallum \(Feb 24, 2023 12:19 MST\)](#)

**BVRTSC ADMINISTRATION PRESENT**

Steve Nelson, Manager Operations (Virtual)  
Mel Booth, Controller (Virtual)

**BVRTSC ADMINISTRATION ABSENT**

Martin Bean, CAO

**ADMINISTRATION PRESENT**

Andy Esarte, Town of Canmore (Virtual)  
Adrian Field, Town of Banff (Virtual)  
Danielle Morine, ID9 (Virtual)  
Jed Cochrane, Parks Canada (Virtual)

**PUBLIC PRESENT**

**1. Call to Order**

Joanna McCallum calls the meeting to order at 10:09 AM.

**2. Approval of the Agenda**

**BVRTSC22-068** Corrie DiManno moves to approve the Agenda as presented.

**CARRIED UNANIMOUSLY**

**3. Minutes**

- Approval of the November 9<sup>th</sup>, 2022, Regular Meeting Minutes (attached)

**BVRTSC22-069** Grant Canning moves to approve the November 9<sup>th</sup>, 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 Staff Accommodation (Request for Decision)

**BVRTSC22-070** Joanna McCallum moves to direct the BVRTSC Administration to move forward with the process of purchasing a unit in Bald Eagle Peak Chalets pending the answers to questions articulated during the December 15<sup>th</sup> Commission meeting.

**CARRIED UNANIMOUSLY**

**BVRTSC22-071** Joanna McCallum moves to utilize \$20,000 from operating reserves to allow for the rental of an additional interim staff accommodation location for the 2023 year.

**CARRIED UNANIMOUSLY**

**6. Adjournment**

**BVRTSC22-072** Joanna McCallum moves to adjourn the meeting at 11:20 AM.

**CARRIED UNANIMOUSLY**

Next Meeting – Wednesday February 8<sup>th</sup>, 2023 2:00-4:00pm


# Approved MINUTES December 2022 (MB Edits)

Final Audit Report

2023-02-24

Created:	2023-02-24
By:	Martin Bean (martin.bean@roamtransit.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAeLeEYj-mGX8PsT2X0XYrsKLcYIOGs9My

## "Approved MINUTES December 2022 (MB Edits)" History

-  Document created by Martin Bean (martin.bean@roamtransit.com)  
2023-02-24 - 6:44:15 PM GMT- IP address: 70.65.224.76
-  Document emailed to Joanna McCallum (joanna.mccallum@canmore.ca) for signature  
2023-02-24 - 6:44:31 PM GMT
-  Email viewed by Joanna McCallum (joanna.mccallum@canmore.ca)  
2023-02-24 - 7:19:00 PM GMT- IP address: 174.90.223.106
-  Document e-signed by Joanna McCallum (joanna.mccallum@canmore.ca)  
Signature Date: 2023-02-24 - 7:19:56 PM GMT - Time Source: server- IP address: 174.90.223.106
-  Agreement completed.  
2023-02-24 - 7:19:56 PM GMT