

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

via: In-Person with Zoom Video Meeting Option Available

MINUTES

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Jm

BVRTSC ADMINISTRATION PRESENT

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

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

PUBLIC PRESENT

Greg Colgan, Rocky Mountain Outlook (Virtual)

1. Call to Order

Joanna McCallum calls meeting to order at 2:04PM.

2. Approval of the Agenda

BVRTSC22-061 Corrie DiManno moves to approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the October 17th, 2022, Regular Meeting Minutes (attached)

BVRTSC22-062 Grant Canning moves to approve Minutes as presented.

CARRIED UNANIMOUSLY

- Approval of the October 17th, 2022 Annual Organizational Meeting Minutes (attached)

Edit required – Auditors appointment 2021 financials changed to 2022

BVRTSC22-063 Grant Canning moves to approve minutes as amended.

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) Presentation of Quarter 3 Financial results (For Information Only)
- b) Discussion of Banff's Proposed Fare Free Regional Service for Residents (For Discussion)

January meeting date will be adjusted to accommodate a Strategic Plan discussion/review and will take that opportunity to discuss Fare Free Regional Service options.

- c) Appointment of Chair and Vice Chair of the BVRTSC for 2022 (Request for Decision)

- Nominations for Chair:

Joanna McCallum turns meeting over to CAO Martin Bean.

- Martin Bean calls for nominations for Chair of BVRTSC

BVRTSC22-064 Corrie DiManno nominates Joanna McCallum

- Martin Bean 2nd call for nominations. No further nominations received

Joanna McCallum is acclaimed as Chair of the BVRTSC for 2023.

Joanna McCallum resumes chairing the meeting.

- Joanna McCallum calls for nominations for Vice Chair

BVRTSC22-065 Alex Parkinson moves to nominate Dave Schebek as Vice Chair

- Joanna McCallum 2nd call for nominations. No further nominations received

Dave Schebek is acclaimed as Vice Chair of the BVRTSC for 2023.

- d) Confirmation of meeting dates and times for 2022/2023 (For Information Only)

BVRTSC22-065 Joanna McCallum moves to set meetings dates and times for 2022/2023 Commission Meetings to be held on the 2nd Wednesday of every month and located at 111 Hawk Ave Banff Ave. with a virtual online option via Zoom.

CARRIED UNANIMOUSLY

6. Adjournment

Next Meeting:

BVRTSC22-065 Joanna McCallum moves to set the next Commission meeting date as Thursday December 15th at 10 AM via Zoom.

CARRIED UNANIMOUSLY

BVRTSC22-066 Joanna McCallum moves that we cancel the January 2023 meeting and replace it with a strategic planning update session on January 12th 2023 from 1-4pm with the location to be determined.

CARRIED UNANIMOUSLY

BVRTSC22-067 Grant Canning moves to adjourn the meeting at 2:59PM

CARRIED UNANIMOUSLY

Signature: 
Joanna McCallum (Feb 6, 2023 13:07 MST)

Email: joanna.mccallum@canmore.ca

DRAFT Minutes November 2022 (MB Edits)

Final Audit Report

2023-02-06

Created:	2023-02-02
By:	Martin Bean (martin.bean@roamtransit.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAnVhsHrU4PzxsRwgFeVa2oWd9XAcAecjh

"DRAFT Minutes November 2022 (MB Edits)" History

-  Document created by Martin Bean (martin.bean@roamtransit.com)
2023-02-02 - 8:15:20 PM GMT- IP address: 70.65.224.76
-  Document emailed to Joanna McCallum (joanna.mccallum@canmore.ca) for signature
2023-02-02 - 8:15:37 PM GMT
-  Email viewed by Joanna McCallum (joanna.mccallum@canmore.ca)
2023-02-03 - 8:28:03 PM GMT- IP address: 104.28.48.15
-  Document e-signed by Joanna McCallum (joanna.mccallum@canmore.ca)
Signature Date: 2023-02-06 - 8:07:40 PM GMT - Time Source: server- IP address: 70.65.228.52
-  Agreement completed.
2023-02-06 - 8:07:40 PM GMT