

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

**111 Hawk Avenue and Zoom**

**MINUTES**

**March 8<sup>th</sup>, 2023      2:00 – 4:00pm**

**BOARD MEMBERS PRESENT**

Joanna McCallum, Town of Canmore – Chair

Dave Schebek, ID9

Alex Parkinson, ID9 (Virtual)

Grant Canning, Town of Banff

Tanya Foubert, Town of Canmore (Virtual)

**BOARD MEMBERS ABSENT**

Corrie DiManno, Town of Banff

**BVRTSC ADMINISTRATION PRESENT**

Martin Bean, CAO

Mel Booth, Director of Finance and Administration

Fiona Gagnon, Manager of Communications

**ADMINISTRATION PRESENT**

Andy Esarte, Town of Canmore (Virtual)

Adrian Field, Town of Banff (Virtual)

Daniella Rubeling, Parks Canada

Patti Youngberg, Parks Canada

**PUBLIC PRESENT**

Greg Colgan – Rocky Mountain Outlook (Virtual)

**1. Call to Order**

Joanna McCallum calls meeting to order at 2:03 PM.

**2. Approval of the Agenda**

**BVRTSC23-008** Dave Schebek - moves to approve the agenda as presented.

**CARRIED UNANIMOUSLY**

### 3. Minutes

- Approval of the February 8, 2023, Regular Meeting Minutes (attached)

**BVRTSC23-009** Grant Canning - moves to accept February 8th, 2023, Regular Meeting minutes as presented.

**CARRIED UNANIMOUSLY**

### 4. Old Business (including Standing Items)

#### a) CAO's Monthly Report (For Information)

- Discussion on increased maintenance costs vs. budget due to TOB market adjustment

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

#### c) Transit Service Monthly Statistics (For Information)

- Administration will be sharing Ridership link with Commission members.

### 5. New Business

#### a) Strategic Plan Update (For Information Only)

- Anticipate new strategic planning process to begin in early 2024 to have ready for implementation in 2025. Following the last two strategic and business planning processes, administration is proposing a 1 ½ day facilitated process. Dates and a facilitator will be secured by this fall.

**BVRTSC23-010** Joanna McCallum moves that the BVRTSC Board approve the 2023 strategic plan as updated.

**CARRIED UNANIMOUSLY**

#### b) Year End Financials (Unaudited)(For Information Only)

#### c) Financial Reserve Transfers (Request for Decision)

**BVRTSC23-011** Alex Parkinson moves to approve the 2023 Financial Reserve Transfers as presented.

**CARRIED UNANIMOUSLY**

- Joanna McCallum thanks administration for all the hard work dedicated to preparation of this documentation.

d) Dogs on the Bus (Request for Decision)

**BVRTSC23-012** Tanya Foubert moves to direct administration to introduce a pilot program for leashed dogs on board in the fall of 2023 for a one-year trial, limited to services with a travel time of 30 minutes or less, restricted to non-peak hours.

**MOTION FAILED 1-4**

(Tanya Foubert – **For**)

(Dave Schebek, Joanna McCallum, Alex Parkinson, Grant Canning - **Against**)

e) New item: Transit worker appreciation day March 18<sup>th</sup>, 2023 (For Discussion).

- Public engagement Timber Frames: High School Hub and Canmore 9<sup>th</sup> St starting March 16<sup>th</sup> for one week.
- Board members will be handing out cookies to staff on Saturday March 18<sup>th</sup>.

6. Adjournment:

**BVRTSC23-013** Moved by Grant Canning at 3:17pm

**CARRIED UNANIMOUSLY**

Next Meeting – Wednesday April 12<sup>th</sup> 2023 2:00-4:00pm (111 Hawk Avenue and Zoom)



