

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

111 Hawk Avenue and Zoom

MINUTES

May 10th, 2023 2:00 – 3:30pm

BOARD MEMBERS PRESENT


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

BOARD MEMBERS ABSENT

Grant Canning, Town of Banff

BVRTSC ADMINISTRATION PRESENT

Martin Bean, CEO
Steve Nelson, Director of Service Delivery
Mel Booth, Director of Finance and Administration



Joanna McCallum (Jun 27, 2023 12:27 PDT)

BVRTSC ADMINISTRATION ABSENT

ADMINISTRATION PRESENT

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

PUBLIC PRESENT

Greg Colgan – Rocky Mountain Outlook (Virtual)

1. Call to Order

Joanna McCallum calls meeting to order at 2:01PM

2. Approval of the Agenda

Joanna McCallum requests to add an item to the Agenda; Item 5C will be an In Camera Session (To Seek Legal Advice) Original 5C will become 5D, an In Camera Session (HR Discussion)

BVRTSC23-029 Tanya Foubert moves to approve agenda as amended.

CARRIED UNANIMOUSLY

3. Minutes

Approval of the April 12th, 2023 Regular Meeting Minutes (attached)

BVRTSC23-030 Alex Parkinson moves to approve the 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) 2023 Q1 Financial Results (For Information Only)

BVRTSC23-031 Joanna McCallum moves to accept the 2023 Q1 Financial Results as information.

CARRIED UNANIMOUSLY

- b) 2022 Reserve Transfer Update (Request for Decision)

BVRTSC23-032 Joanna McCallum moves that the Board moves to approve the updated reserve transfers presented in the draft 2022 financial results as follows:

2022 Operating surplus of \$1,635,828.75 to be transferred as follows:

- \$586,039.63 to the Town of Banff operating reserve
- \$251,767.54 to the Town of Canmore operating reserve
- \$512,611.88 to the ID#9 operating reserve
- \$337.84 out of the BVRTSC operating reserve
- \$285,747.54 to the Capital reserve

CARRIED UNANIMOUSLY

- c) In Camera Session (Seek Legal Advice)

BVRTSC23-033 Tanya Foubert moves to go in camera at 2:24PM

CARRIED UNANIMOUSLY

d) In Cameras Session (HR Discussion)

BVRTSC23-034 Joanna McCallum moves to come out of camera at 3:05PM

CARRIED UNANIMOUSLY

BVRTSC23-035 Joanna McCallum moves that the board approved the BVRTSC CEO remuneration policy as presented.

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC23-035 Tanya Foubert moves to adjourn the meeting at 3:08 PM.

CARRIED UNANIMOUSLY

Next Meeting – Wednesday June 14th 2023 2:00-4:00pm (111 Hawk Avenue and Zoom)






Approved Minutes May 2023

Final Audit Report

2023-06-27

Created:	2023-06-27
By:	Martin Bean (martin.bean@roamtransit.com)
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