

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

111 Hawk Avenue and Zoom

MINUTES

January 3rd, 2024 2:00-4:00pm

BOARD MEMBERS PRESENT

Tanya Foubert, Town of Canmore
Barb Pelham, Town of Banff
Dave Schebek, ID9 (Chair)
Grant Canning, Town of Banff (Vice Chair)

BOARD MEMBERS ABSENT

Alex Parkinson, ID9
Sean Krausert, Town of Canmore

20/02/2024

BVRTSC ADMINISTRATION PRESENT

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



[Dave Schebek \(Feb 20, 2024 09:19 MST\)](#)

ADMINISTRATION PRESENT

Kimberly Fisher, Parks Canada
Patti Youngberg, Parks Canada
Adrian Field, Town of Banff

PUBLIC PRESENT

1. Call to Order

Dave Schebek calls meeting to order at 2:00PM

2. Approval of the Agenda

BVRTSC24-01 Grant Canning moves to approve the agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

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

BVRTSC24-02 Dave Schebek moves to approve minutes as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CEO'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 report on frequency improvements for 2024 (For information only)

- b) Presentation of Bald Eagle Peaks financing report (Request for Decision)

BVRTSC24-03 Tanya Foubert moves to postpone the financing decision until the February 14th Commission meeting.

CARRIED UNANIMOUSLY

- c) Project change application – Rural Transit Solutions Fund (Request for Decision)

BVRTSC24-04 Barb Pelham moves that the Board direct Administration to proceed with the Rural Transit Solutions Fund Project Change Form, allowing for the purchase of 3 full size accessible electric buses under this program, and eliminating the funding for the purchase of 3 EV Minibuses.

CARRIED UNANIMOUSLY

- d) Ratification of email vote for training bus purchase (Request for Decision)

BVRTSC24-05 Dave Schebek moves that the Board provide Administration with the authority to purchase a maximum of 2 buses to operate solely as training buses, with funding to purchase not to exceed \$80,000 sourced from reserves.

CARRIED UNANIMOUSLY

6. Adjournment

Tanya Foubert moves to adjourn the meeting at 3:47PM.

CARRIED UNANIMOUSLY

Next Regular Meeting – February 14th, 2024

To be held at: 111 Hawk Avenue, Banff and virtually on Microsoft Teams






2 Draft Minutes January 2024 MB Edits

Final Audit Report

2024-02-20

Created:	2024-02-15
By:	Martin Bean (martin.bean@roamtransit.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAn8vL8VeT-b5r529LuHpjDjpuPx1bj6qM

"2 Draft Minutes January 2024 MB Edits" History

-  Document created by Martin Bean (martin.bean@roamtransit.com)
2024-02-15 - 10:49:52 PM GMT- IP address: 70.65.224.76
-  Document emailed to Dave Schebek (daveschebek@improvementdistrict9.ca) for signature
2024-02-15 - 10:49:56 PM GMT
-  Email viewed by Dave Schebek (daveschebek@improvementdistrict9.ca)
2024-02-20 - 4:19:03 PM GMT- IP address: 66.249.84.197
-  Document e-signed by Dave Schebek (daveschebek@improvementdistrict9.ca)
Signature Date: 2024-02-20 - 4:19:25 PM GMT - Time Source: server- IP address: 199.167.26.162
-  Agreement completed.
2024-02-20 - 4:19:25 PM GMT