

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

111 Hawk Avenue and MS Teams

MINUTES

November 13, 2024

2:00-4:00pm

BOARD MEMBERS PRESENT

Dave Schebek, ID9 (Chair)
Grant Canning, Town of Banff (Vice Chair)
Tanya Foubert, Town of Canmore
Alex Parkinson, ID9
Sean Krausert, Town of Canmore

BOARD MEMBERS ABSENT

Barb Pelham, Town of Banff



[Dave Schebek \(Mar 6, 2025 13:12 MST\)](#)

BVRTSC ADMINISTRATION PRESENT

Martin Bean, CEO
Mel Booth, Director of Finance and Administration
Steve Nelson, Director of Service Delivery
Marek Cerny, Data Analyst/Transit Planner

ADMINISTRATION PRESENT

Danielle Duffy, ID9 (Virtual)
Therese Rogers, Town of Canmore (Virtual)
Colin Debae, Parks Canada (Virtual)
Patti Youngberg, Parks Canada (Virtual)

ADMINISTRATION ABSENT

PUBLIC PRESENT

Greg Colgan - Rocky Mountain Outlook (Virtual)

1. Call to Order

Dave Schebek calls the meeting to order at 2:00PM

2. Approval of the Agenda

Dave Schebek asks to move item #5a Up to item 2a

BVRTSC24-72 Dave Schebek moves to accept Agenda as discussed.

CARRIED UNANIMOUSLY

a) Appointment of Chair and Vice Chair of the BVRTSC for 2024/25 (Request for Decision)

Dave Schebek designates CEO, Martin Bean, as meeting Chair

Martin Bean calls for nominations for Chair of the BVRTSC

Dave Schebek nominated by Grant Canning.

2nd call – none.

3rd call – none.

Dave Schebek is acclaimed as Chair of BVRTSC. Martin Bean turns the meeting over to the Board Chair

Dave Schebek calls for Vice Chair nominations

Grant Canning nominated by Alex Parkinson

2nd call – none.

3rd call – none.

Grant Canning is acclaimed as Vice-Chair of BVRTSC.

3. Minutes

- Approval of the October 30, 2024 Regular Meeting Minutes (attached)

BVRTSC24-73 Dave Schebek moves to approve the October 30, 2024 Regular Meeting Minutes as presented.

CARRIED UNANIMOUSLY

- Approval of the October 30, 2024 Annual Organizational Meeting Minutes (attached)

BVRTSC24-74 Dave Schebek moves to accept the October 30, 2024 Annual Organizational Meeting Minutes as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CEO Report (For Information)
- b) Bring Forward List of Pending Items (For Information)
- c) Transit Service Monthly Statistics (For Information)

5. New Business

- b) Presentation of Q3 Results (For Information)
- c) Board Self-Assessment Options (Request for Decision)

BVRTSC24-75 Dave Schebek moves to direct Commission members to perform a Board Self-Assessment in 2025 led by Elevated HR.

CARRIED UNANIMOUSLY

- d) BVRTSC Operating Bylaw Review (Request for Decision)

BVRTSC24-76 Tanya Foubert moves to initiate a BVRTSC Bylaw Review in 2025, with each Board Member providing comments to the CEO and Board Chair on any suggested amendments by the end of Q1, 2025, with the intent of having the review completed by the end of Q2, 2025.

CARRIED UNANIMOUSLY

- e) Presentation of Dillon Fare Report (For Information Only)

BVRTSC24-77 Dave Schebek moves to direct Administration to move forward with the issuance of an RFP in Q1 of 2025 for the replacement of Roam's current fare collection system.

CARRIED UNANIMOUSLY

6. Next Regular Meeting – Wednesday December 11th, 2024 2-4PM

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

7. Adjournment

BVRTSC24-78 Dave Schebek moves to adjourn the meeting at 2:29PM.

CARRIED UNANIMOUSLY






2 Approved BVRTSC Nov 2024 Minutes

Final Audit Report

2025-03-06

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