

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

111 Hawk Avenue and MS Teams

MINUTES

July 9th, 2025

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
Barb Pelham, Town of Banff
Sean Krausert, Town of Canmore

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Martin Bean, CEO
Mel Booth, Director of Finance and Administration
Steve Nelson, Director of Service Delivery
Caz Vary, Safety and Training Manager (Virtual)
Marek Cerny, Data Analyst and Transit Planning (Virtual)

Dave Schebek
Dave Schebek (Aug 19, 2025 08:45:52 MDT)

19/08/25

ADMINISTRATION PRESENT

Patti Youngberg, Parks Canada
Dustin Schinbein, Town of Canmore
Adrian Field, Town of Banff (Virtual)
Danielle Duffy, ID9 (Virtual)
Kim Fisher, Parks Canada (Virtual)
Sally Caudill, Town of Canmore

ADMINISTRATION ABSENT

PUBLIC PRESENT

Greg Colgan, Rocky Mountain Outlook

1. Call to Order

Dave Schebek calls the meeting to order at 2:01PM

2. Approval of the Agenda

BVRTSC25-20 Dave Schebek moves to amend the agenda by adding “In Camera” Session at the end of the meeting and moving item 5a (CUTRIC Presentation) before 4a of Old Business.

CARRIED UNANIMOUSLY

BVRTSC25-21 Dave Schebek moves to accept agenda as amended.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the May 14th 2025 Regular Meeting Minutes (attached)

BVRTSC25-22 Dave Schebek moves to approve the May 2025 minutes as presented

CARRIED UNANIMOUSLY

5a) CUTRIC Presentation – Alexis Dunphy, Ryan Welfle, Bernard Ross (Receive for Information)

4. Old Business (including Standing Items)

- a) CEO Report (For Information)
- b) Bring Forward List of Pending Items (For Information)

BVRTSC25-23 Sean Krausert moves to amend item **BVRTSC24-75** (Board Self-Assessment) to adjust completion date to Q4 2026.

CARRIED UNANIMOUSLY

BVRTSC25-24 Sean Krausert moves to amend motion **BVRTSC24-76** (BVRTSC Bylaw Review) to revise the timeline for work to be completed to the end of Q2 2026.

CARRIED UNANIMOUSLY

- c) Transit Service Monthly Statistics (For Information)

Add Route 12 Statistics to all pages

5. New Business

a) Brand Standard Revision (Request for Decision)

BVRTSC25-25 Bard Pelham moves that the Commission Board directs Administration to implement the updated Roam Brand Standard as presented, incorporating the revised design elements, updated communication guidelines, and structural changes, in alignment with Roam’s future growth objectives.

CARRIED UNANIMOUSLY

b) Tangible Capital Asset Policy (Request for Decision)

BVRTSC25-26 Dave Schebek moves to approve the Tangible Capital Asset Policy as presented.

CARRIED UNANIMOUSLY

6. Next Regular Meeting – Wednesday August 13th, 2025 2:00- 4:00pm

To be held at: 111 Hawk Avenue and Microsoft Teams

7. In Camera Session

BVRTSC25-27 Dave Schebek moves to go In Camera at 3:32PM

CARRIED UNANIMOUSLY

BVRTSC25-28 Dave Schebek moves to go out of In Camera session at 4:10PM

CARRIED UNANIMOUSLY

8. Adjournment

BVRTSC25-29 Dave Schebek moves to adjourn the meeting at 4:11PM

CARRIED UNANIMOUSLY






Approved Minutes BVRTSC July 2025

Final Audit Report

2025-08-19

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