BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION REGULAR MEETING

111 Hawk Avenue and MS Teams

MINUTES

September 10th, 2025   2:00-4:00pm

BOARD MEMBERS PRESENT
Dave Schebek, ID9 (Chair)
Tanya Foubert, Town of Canmore
Grant Canning, Town of Banff (Vice Chair)
Barb Pelham, Town of Banff
Sean Krausert, Town of Canmore

22/10/25

BOARD MEMBERS ABSENT
Alex Parkinson, ID9

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

Dave Schebek
Dave Schebek (Oct 22, 2025 11:23:56 MDT)

ADMINISTRATION PRESENT
Patti Youngberg, Parks Canada (Virtual)
Adrian Field, Town of Banff (Virtual)
Danielle Duffy, ID9 (Virtual)
Kimberly Fisher, Parks Canada (Virtual)
Colin Debaie, Parks Canada (Virtual)

ADMINISTRATION ABSENT
Dustin Schinbein, Town of Canmore
Sally Caudill, Town of Canmore

PUBLIC PRESENT
Greg Colgan – CBC (Virtual)
Caz Vary – Roam Transit

1. Call to Order at 2:01PM

2. Approval of the Agenda

BVRTSC25-47 Dave Schebek moves to approve the agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the August 13th 2025 Regular Meeting Minutes (attached)

  Sean Krausert asks for amendment to show that Greg Colgan is now from CBC, not Rocky Mountain Outlook as shown in draft minutes.

BVRTSC25-48 Dave Schebek moves to approve amended meeting minutes

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

a) Presentation of Proposed Operating (2026-28) and Capital (2026-2035) Budgets (Request for Decision)

BVRTSC25-49 Dave Schebek moves to approve the Proposed 2026 – 2028 BVRTSC Operating Budget as presented.

CARRIED UNANIMOUSLY

BVRTSC25-50 Grant Canning moves to approve the Proposed 2026 – 2035 BVRTSC Capital Budget as presented.

CARRIED UNANIMOUSLY

b) In-Camera Session (HR)

BVRTSC25-51 Dave Schebek moves to go in-camera at 2:25PM

CARRIED UNANIMOUSLY

BVRTSC25-52 Dave Schebek moves to come out of in-camera session at 2:45PM

CARRIED UNANIMOUSLY

BVRTSC25-53 Dave Schebek moves that the revised CEO Remuneration Policy guiding principle and logistics circulated by email on August 14, 2025, be approved and the Chair be directed to advise the CEO of same in order to have a new policy written that aligns with this guiding principle and logistics for board approval.

CARRIED UNANIMOUSLY

BVRTSC25-54 Dave Schebek moves that the CEO salary adjustment recommendation circulated by email on August 14, 2025, be approved and the Chair be directed to advise the CEO of same in order for the salary adjustment recommendation be implemented effective immediately.

CARRIED UNANIMOUSLY

6. Next Regular Meeting – Wednesday October 15th, 2025 2- 4pm

To be held at: 111 Hawk Avenue and Microsoft Teams

7. Adjournment

BVRTSC25-55 Dave Schebeck moves to adjourn at 2:48pm

CARRIED UNANIMOUSLY

2 DRAFT Minutes BVRTSC September 2025

Final Audit Report 2025-10-22

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