

**BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION
ANNUAL ORGANIZATIONAL MEETING**

111 Hawk Avenue and MS Teams

“The Board shall hold an Annual Organizational Meeting, which shall be held no later than October 30th of each year. At each Annual Organizational Meeting, the next year’s financial and strategic plans shall be voted on and adopted”

MINUTES

October 15th, 2025 – Approximately 3:00 pm (Following Regular Meeting)

BOARD MEMBERS PRESENT

Dave Schebek, ID9 (Chair)
Tanya Foubert, Town of Canmore
Alex Parkinson, ID9
Barb Pelham, Town of Banff
Sean Krausert, Town of Canmore

Dave Schebek

[Dave Schebek \(Dec 10, 2025 08:24:35 MST\)](#)

BOARD MEMBERS ABSENT

Grant Canning, Town of Banff (Vice Chair)

10/12/25

BVRTSC ADMINISTRATION PRESENT

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

ADMINISTRATION PRESENT

Dwight Bourdin, Parks Canada
Dustin Schinbein, Town of Canmore
Patti Youngberg, Parks Canada
Adrian Field, Town of Banff (Virtual)
Danielle Duffy, ID9 (Virtual)
Kimberly Fisher, Parks Canada (Virtual)

ADMINISTRATION ABSENT

PUBLIC PRESENT

1. Call to Order

Dave Schebek calls the meeting to order at 2:21PM

2. Approval of the Agenda

BVRTSC25-62 Dave Schebek moves to accept the Agenda as presented

CARRIED UNANIMOUSLY

3. Motion to adopt the Proposed 2026 Operating & Capital Budgets (*see October 15th, 2025 Regular Meeting Package*)

BVRTSC25-63 Alex Parkinson moves to adopt the 2026-2028 Operating and the 2026-2035 Capital Budgets as approved during the October 15th, 2025 Regular Commission meeting.

CARRIED UNANIMOUSLY

4. Appointment of Avail Chartered Accountants for Audit of 2025Financials

BVRTSC25-64 Barb Pelham moves to accept Avail Chartered Professional Accountants as the Chartered Accountants for the BVRTSC 2025 financial audit.

CARRIED UNANIMOUSLY

5. Approval of the 2025-2028 Strategic Plan

BVRTSC25-65 Tanya Foubert moves to approve the 2025-2028 BVRTSC Strategic Plan as presented.

CARRIED UNANIMOUSLY

6. Setting Dates and Location of Meetings until the 2026 AOM

BVRTSC25-66 Dave Schebek moves that, until the end of October 2026, the Commission will continue with regular meetings on the 2nd Wednesday of each month at 2pm at 111 Hawk Avenue, with a Microsoft Teams option to be available.

CARRIED UNANIMOUSLY

7. Adjournment

BVRTSC25-67 Dave Schebek moves to adjourn the meeting at 2:31PM

CARRIED UNANIMOUSLY






3a DRAFT Minutes October 2025 AOM

Final Audit Report

2025-12-10

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