

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

111 Hawk Avenue and MS Teams

MINUTES

August 12th, 2026 2:00-4:00pm

BOARD MEMBERS PRESENT

Dave Schebek, ID9 (Chair)
Barb Pelham, Town of Banff (Vice Chair)
Don Beaulieu, ID9 (Virtual)
Tanya Foubert, Town of Canmore
Brian Standish, Town of Banff (until 3:03pm)

BOARD MEMBERS ABSENT

Sean Krausert, Town of Canmore

BVRTSC ADMINISTRATION PRESENT

Martin Bean, CEO
Matt Simmonds, Director of Finance and Administration
Natasha Gray, Office Administrator

Dave Schebek

Dave Schebek (Sep 18, 2026 08:21:58 MDT)

ADMINISTRATION PRESENT

Dustin Schinbein, Town of Canmore (Virtual)
Erin Green, Human Resources Manager
Kimberly Fisher, Parks Canada
Patti Youngberg, Parks Canada
Adrian Field, Town of Banff
Seth Cherry, Parks Canada (Virtual)

18/09/26

PUBLIC PRESENT

Marek Cerny, Data Analyst & Route Planner (Virtual)
Caz Vary, Manager, Safety & Training (Virtual)
Jessica Lee, Rocky Mountain Outlook (Virtual)
Pierre-Hugues Gagnon, Town of Banff (Virtual)
Grant Colgan – CBC (Virtual)

1. Call to Order

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

2. Approval of the Agenda

Martin Bean asks to amend agenda under 'New Business' and move in-camera session to 'h' and add 'Authorization letter for signing authorization for Rural Transit Solutions' to 'g'.

BVRTSC26-33 – *Dave Schebek moves to approve the agenda as amended*

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the June 10th 2026 Regular Meeting Minutes (attached)
 - *Patti Youngberg attended in person*
 - *Typo – BVRTSC26-32 Dave Schebek's last name is misspelt*

BVRTSC26-34 – *Dave Schebek moves to approve the June 10th meeting minutes as amended to include the two changes.*

CARRIED UNANIMOUSLY

4. Regular Agenda 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) Q2 2026 Financial Results (For Information Only)
- b) Minibus Purchase (Request for Decision)

Tanya Foubert notes she would like to consider what level of accessibility we would like to offer with smaller buses in the fleet in the future to ensure easy access for all.

BVRTSC26-35 - *Dave Schebek moves the Board approve the purchase of two minibuses from Kirkman Bus Sales as described above in accordance with the final vendor proposals not to exceed a total of \$350,000 and authorize Administration to apply previously received \$286,000 Parks Canada funding toward the purchase, with the remaining balance to be funded by Commission reserves.*

CARRIED UNANIMOUSLY

- c) Watt Consulting Report (Accept for Information)

BVRTSC26-36 - *Barb Pelham moves that The BVRTSC Board accept this report for information and guidance in future planning.*

CARRIED UNANIMOUSLY

- d) Chair's Report on Budget Process (For Information Only)
- e) Presentation of Draft Operating (2027-29) and Capital (2027-2036) Budgets (Request for Decision)

BVRTSC26-37 – *Tanya Foubert moves to accept the draft 2027-2029 BVRTSC Operating Budget as presented.*

CARRIED UNANIMOUSLY

BVRTSC26-38 – *Brian Standish Moves to accept the draft 2027-2036 BVRTSC Capital Budget as presented.*

CARRIED UNANIMOUSLY

Barb Pelham asks that in August 2027 the Board revisit assessing the option of operating Route 7 (Fenlands/Banff Centre) on a year-round basis.

Brian Standish leaves the meeting at 3:03pm

- f) Presentation of New Service Level Requests (Request for Decision)

BVRTSC26-39 – *Tanya Foubert moves that the Commission endorses the purchase of three 40-foot hybrid electric buses to replace the current three 30-foot Canmore buses primarily assigned to Canmore Local Service, utilizing the approved Rural Transit Solutions Fund allocation plus saved replacement and component reserves, with the remainder of funding from the Town of Canmore, subject to approval by Canmore Council.*

CARRIED UNANIMOUSLY

BVRTSC26-40 – *Barb Pelham moves to endorse the purchase of 3 60-foot articulated buses for Banff local service to be delivered in 2030 to supplement the current fleet and allow for more spare capacity, subject to approval by Banff Council.*

CARRIED UNANIMOUSLY

BVRTSC26-41 – *Barb Pelham moves the Board moves to direct administration to endorse the purchase of 2 low floor highway coaches for delivery in early 2028 to replace units 1005 and 1006 on the Canmore/Banff Regional service, subject to the approval of Banff and Canmore Councils.*

CARRIED UNANIMOUSLY

BVRTSC26-42 – *Dave Schebek moves that the BVRTSC endorses the purchase of one 40-foot clean diesel bus for Route 11 and 8X utilizing the approved Rural Transit Solutions fund allocation (80%) and capital reserve funding, subject to approval of ID9 Council.*

CARRIED UNANIMOUSLY

BVRTSC26-43 – *Barb Pelham moves the Commission moves to endorse adding 1 bus to assist with Routes 1 and 2 throughout the December holiday period, with the intent of reducing passenger wait times and increasing service reliability, subject to approval during Banff Council's budget process.*

CARRIED UNANIMOUSLY

BVRTSC26-44 – Barb Pelham moves that the Commission moves to endorse adding a total of 5.5 service hours per day to routes 1 and 2 for summer 2027, and a total of 8.5 hours beginning in 2028, with the intent of reducing passenger wait times and increasing service reliability, subject to approval during Banff Council's budget process.

CARRIED UNANIMOUSLY

BVRTSC26-45 – Tanya Foubert moves to endorse increasing evening service on Route 3 (Canmore – Banff regional) by 3 hours per day to create increased opportunity for residents and visitors to access transit and not require the use of a private vehicle, subject to approval by both Canmore and Banff Councils.

CARRIED UNANIMOUSLY

BVRTSC26-46 – Tanya Foubert moves to endorse Route 12 service remaining within the Town of Canmore and operating on a year-round basis to the Palliser and Bow Valley Trail area to increase the availability of transit options for residents, subject to approval from Canmore Council.

CARRIED UNANIMOUSLY

BVRTSC26-47 – Barb Pelham moves as a leasehold improvement to endorse the Town of Banff to construct 20 additional bus parking stalls, a drive by lane, and additional office and driver training space for Roam Transit at 111 Hawk Avenue, to be funded 80% by the Rural Transit Solutions Fund and 20% by the Town of Banff for a project total of \$2.7 million, subject to approval by Banff Town Council.

CARRIED UNANIMOUSLY

BVRTSC26-48 – Dave Schebek moves to add an Assistant Manager, Operations position beginning in 2027.

CARRIED UNANIMOUSLY

BVRTSC26-49 – Tanya Foubert moves the Commission move to authorize administration to purchase a skid steer with a total cost not to exceed \$100,000 to help facilitate the safe moving of heavy parts and equipment as well as property maintenance related to a bus storage facility.

CARRIED UNANIMOUSLY

g) Authorization letter for signing authority for Rural Transit Solutions

BVRTSC26-50 – Dave Schebek moves to confirm that Martin Bean, Chief Executive Officer of the Bow Valley Regional Transit Services Commission, has the authority to enter into and execute the funding agreement with the Rural Transit Solutions Fund.

CARRIED UNANIMOUSLY

h) In-Camera Session (Financial)

BVRTSC26-51 Dave Schebek moves to go in-camera at 3:55pm

CARRIED UNANIMOUSLY

BVRTSC26-52 Dave Schebek moves to come out of in-camera session at 4:13pm

CARRIED UNANIMOUSLY

6. Next Regular Meeting – Wednesday September 9th, 2026 2- 4pm

To be held at: 111 Hawk Avenue and Microsoft Teams

7. Adjournment

Approved Minutes BVRTSC August 2026

Final Audit Report

2026-09-18

Created:	2026-09-10
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