

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

**BVRTSC CUSTOMER SERVICE CENTRE – IAN MACKIE BOARD ROOM  
(221 BEAVER ST. BANFF)**

**AGENDA**

**April 13, 2016: 2:00 – 4:00 pm**

1. Call to Order
2. Approval of the Agenda
3. Approval of the February 10, 2015 Regular Meeting Minutes (attached)
4. Old Business (including Standing Items)
  - a) CAO's Monthly Report – March/April, 2015
  - b) Bring Forward List of Pending Items (attached).
  - c) Transit Service Monthly Statistics (attached).
  - d) Feedback from Board on Statistics Package.
5. New Business
  - a) 2015 Financial Audit Presentation and Approval
  - b) GreenTRIP #3 Update and Timelines
  - c) Strategic Planning Timeline update
  - d) Quarterly Financial Review (Q1 2016)
6. Adjournment

# Bow Valley *R*egional Transit Services Commission



## Previous Meeting Minutes

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

**BVRTSC CUSTOMER SERVICE CENTRE – IAN MACKIE BOARD ROOM  
(221 BEAVER ST. BANFF)**

**MINUTES**

**February 10, 2016: 12:30pm – 2:30pm**

**BOARD MEMBERS PRESENT**

Sean Krausert, Town of Canmore – Chair  
Davina Bernard, ID#9 – Vice Chair  
Joanna McCallum, Town of Canmore  
Karen Sorensen, Town of Banff  
Corrie DiManno, Town of Banff  
Dave Schebek, ID#9

**BOARD MEMBERS ABSENT**

**BOARD ADMINISTRATION PRESENT**

Martin Bean, Chief Administrative Officer  
Steve Nelson, Manager of Operations/Meeting Recorder

**ADMINISTRATION PRESENT**

Adrian Field, Town of Banff  
Jacob Johnson, Town of Canmore  
Alex Kolesch, Parks Canada  
Ethan Gorner, ID#9

**ADMINISTRATION ABSENT**

**1. Call to Order**

Sean Krausert called the meeting to order at 2:02 PM.

**2. Approval of the Agenda**

**BVRTSC16-07** Sean Krausert moves approval of agenda as circulated.

**CARRIED UNANIMOUSLY**

3. Approval of the January 13, 2016 Regular Meeting Minutes (attached)

**BVRTSC16-08** Sean Krausert moves approval of minutes as circulated.

**CARRIED UNANIMOUSLY**

4. Old Business (including Standing Items)

- a) CAO's Monthly Report – February, 2015

*Questions were fielded by BVRTSC Administration with respect to Canmore's administration handling the bus wraps, and information was provided that the Commission and the Town of Canmore are working collaboratively to effective implementation of transit by using all resources while adhering to the brand standards. On another note, Sean Krausert requested that during strategic planning there be a discussion re Wi-Fi service on a buses.*

- b) Bring Forward List of Pending Items (attached).

*No questions/comments.*

- c) Transit Service Monthly Statistics (attached).

*Question arose as to whether we can see a shift from cash sales to passes on the regional service over the last three years.*

- d) Feedback from Board on Statistics Package

**Corrie DiManno** – likes the idea of highlights on first page.

**Karen Sorensen** – would like to see full reports annually or quarterly. Provided list of stat requests to Administration, and would like to see first three in the next quarterly report with the next three later in the year. Would like to set targets after seeing those stats.

**Dave Schebek** – would like to see targets and KPI's – if quarterly would allow time to produce and adjust. Present highlights quarterly. Keep Ridership and Revenue graphs. Likes breakdown on page 31 for revenues but put on one page. Would like to see bicycles info monthly, as well as stroller info monthly.

**Sean Krausert** – likes the graphs on page 29 and 30. Seldom look at fare types graphs and spreadsheet (page 35-36). Would like to see our numbers 'against' a comparable measure. Would like to see monthly stat reporting, charts/graphs against budget each month. Then see a larger report quarterly against targets/ past performance indicators, CUTA etc.

**Joanna McCallum** – likes the info on page 29, 30, and the breakdown to budget on 31. Likes bicycle stats on regional. 3 day passes looks at sometimes. Would like to see reference to benchmarking and targets as they come along. Didn't know we tracked strollers. Likes to see this, likes the infant ride stats and bikes turned away. Would like to see stats monthly.

**Davina Bernard** – regularly looks at 29, 30, 31, 32 – same page or graph would be great. Fare type detail not needed however does look at bike usage. Page 34 not used.

**Jacob Johnson** – has already forwarded thoughts to Martin. Ridership statistic is great, would like to see capacity percentage during peaks.

**Martin Bean** – through strategic planning we'll be creating KPIs and targets to be adjusted as needed so that all partners can see how we're doing. Reports going forward will include more of the summary report format with less detail. Current format to be presented on a quarterly basis.

5. New Business

a) Request from Bow Valley Syrian Refugee Project

**BVRTSC16-09** Karen Sorenson moves that the Bow Valley Regional Transit Services Commission waive transit fares on Roam Transit for up to one year for up to eight refugees living in the Bow Valley community as part of the Bow Valley Syria Refugee Project.

**CARRIED UNANIMOUSLY**

**BVRTSC16-10** Sean Krausert moves that BVRTSC Administration is directed to explore with FCSS in Banff and Canmore, and report back to the Board by the May Board meeting, as to whether it would be of benefit and manageable within the existing FCSS transit pass program to provide a limited number of free regional transit passes to be available to their clientele for whom the existing discounted regional service pass is still beyond their means.

**CARRIED UNANIMOUSLY**

**BVRTSC16-11** Sean Krausert moves that BVRTSC Administration is directed to explore with the FCSS in Canmore, and report back to the Board by the May Board meeting, as to implementing a system of free Canmore local service transit passes to low income individuals, with the system being of the same nature as exists in Banff for the Banff local service.

**CARRIED UNANIMOUSLY**

b) 4<sup>th</sup> Quarter Financial Results

**BVRTSC16-12** Sean Krausert moves that the 4<sup>th</sup> quarter financials be received as presented for information purposes.

**CARRIED UNANIMOUSLY**

c) GreenTRIP #3 Discussion

*No date known as of yet for GreenTRIP III release, and waiting for a call back from the provincial rep to discuss application process/formality. Administration will be in contact with municipal partners to start pulling together a "wish list". Administration is following up with GreenTRIP regarding the deferred items from the last round, specifically Lake Louise bus stops and bus requests.*

d) Strategic Planning Preliminary Date Discussion

*Following a discussion, the following dates have been set aside for strategic planning:*

- *June 8<sup>th</sup> 9 AM - 1 PM with lunch and then followed by regular meeting;*
- *June 16<sup>th</sup> 9 AM - 1 PM.*

e) Update on Banff Long Term Transportation Plan – Adrian Field

**BVRTSC16-13** Sean Krausert moves that, subject to municipal partner approval by their respective councils supporting the initiative, Administration is directed to provide a letter of support for a Banff Long Term Transportation Plan.

**CARRIED UNANIMOUSLY**

6. Adjournment

**BVRTSC16-14** Sean Krausert moves to adjourn the meeting at 1:55 PM.

**CARRIED UNANIMOUSLY**

# Bow Valley *Regional* Transit Services Commission



## CAO Report

## CAO Report – March/April 2016

The current items to report on are:

- Canmore Local Service
  - A preliminary design plan and estimate has been secured for the renovation needed to make the waste transfer facility into a bus storage area. Initial estimates come within our budget numbers and the first stage of renovation requirements are not overly extensive. The first stage of renovation is to enable parking of two buses in the building with upgrades needed to the floor and walls. Securing availability and designation of this site for bus storage is currently being worked on by the Town of Canmore.
  - The award for the bus wrap design images have both gone to John Marriott and are to be Cougar and Lynx. We will be working with Ynot digital on the placement of the designs on the buses and finalizing the timelines over the next few weeks.
  - Bus stop location analysis has been initiated and is ongoing to determine exact locations and infrastructure needed to be complete the route planning.
- Canmore/Banff (CB) Regional Enhancements:
  - The start date for Canmore/Banff Regional enhancements is set for Monday May 2, 2016
  - Advertising is currently started with the advertising being ramped up through later April and into May.
  - A brochure is being developed currently advertising Regional services only. With the addition of services and more frequent changes, it was decided to produce separate brochures rather than combining all into one.



- Parks Canada will be installing a sign at Hawk Avenue at the entrance to the industrial compound.
- The Town of Banff will be installing a sign on Elk Street across from the Banff Train Station
- Fleet:
  - RFP for the two 40 foot buses has been completed and the successful bid has been awarded to Nova Bus.
  - Rob Fullen (TOB Fleet Supervisor) and myself attended a pre-production meeting to finalize the details of the buses and are just in the process of confirming final pricing and delivery dates. December 15 is the current planned arrival.
- Lake Louise Service:
  - Draft report has been submitted to Parks Canada for their review with the intent of receiving preliminary feedback shortly and making adjustments to meet their expectations prior to submitting a final report.
  - Alberta Transportation requested further information in early March to assist them in making a decision on GreenTRIP funding. That information was provided and followed up with a subsequent phone call for discussion. We are now awaiting their final decision.
  - Parks Canada has been invoiced for all work to date on this project in order to meet their March 31 fiscal year end.
- Minnewanka Service:
  - Parks Canada is now in possession of the final report regarding the feasibility of service to Lake Minnewanka. The report recommends a two-year pilot project utilizing one bus through the summer months.
  - Parks Canada has been invoiced for the cost of producing this report to meet their March 31 fiscal year end.

- Financial:
  - Regarding Adrian Field's question of why line 4670 showed a negative balance of \$2100. That was a large credit amount for JTB coded to 2015 financials that should have been in 2016. This has been moved to 2016 and the correct amount of \$1050 is now showing in 4670 for 2015.
  - Insurance for 2016 is over budget due to two buses being incorrectly categorized in the past by our insurance company. The two regional buses were designated as a shuttle like the cutaways rather than "transit fleet". Insurance was budgeted at \$15,000 and has been assessed and billed at \$17,129.37.
- Provincial Transit Engagement:
  - The Government of Alberta recently initiated an engagement exercise to gain feedback to be used to determine the direction of policies and funding for transit in the future. This engagement is based on a combination of a Public Online Survey, facilitated workshops in Calgary and Edmonton and the completion by transit organizations of Stakeholder Workbooks.
  - I recently attended the session in Edmonton intended for municipal transit agencies and was able to provide input into the vision for the future. Although this was the initial session, sustainable operational funding was the key ask from the majority of organizations.
  - BVRTSC will be completing the Transit Workbook prior to the deadline of April 30 with the input of administration from Canmore, Banff and ID#9.
  - From the announcement:
 

"A provincial transit strategy will set the vision for public transportation in Alberta and outline key actions to ensure an effective, efficient and accessible public transportation system in and between communities to support a high quality of life. The strategy will also support the Government of Alberta's goal of reducing greenhouse gas emissions as part of the Climate Leadership Plan".
  - Further information:

- [www.alberta.ca/provincial-transit-engagement.cfm](http://www.alberta.ca/provincial-transit-engagement.cfm)

- Operations:

- Security Cameras have now been installed in all of the buses in the current fleet and are operational. The system will be a 7 camera system, with video replay being restricted and following FOIP guidelines.
- As reported on for the last meeting, an engine is being replaced in Wolf bus. This is scheduled to be completed in April to enable the bus to be available prior to the busy season.
- Drivers are currently being recruited to fill the additional needs created by Regional enhancements and Route 1 doubling in the summer months.
- A Corporate Regional Staff Discount program has been introduced with the intent of providing discounts between 5-10% for businesses who purchase multiple passes at one time. This is in response to feedback received in meetings with Banff Lake Louise Hospitality Association and the Banff Centre to encourage increased usage of the Regional service by their employees and member organizations.

**Roam Public Transit**

**Corporate Discounts for Staff!**

**Canmore/Banff Service - Monthly & 10 Ride Passes**

<b>10 or More Passes</b>	<b>5% Discount</b>
<b>20 or More Passes</b>	<b>10% Discount</b>

**30 Minute Peak Frequency Starts May 2, 2016!**

Roam Transit is pleased to introduce corporate staff discounts for Regional service when passes are pre-ordered and purchased in groups of 10 or 20 or more. Passes must be purchased at Roam Customer Service Centre (221 Beaver Street, Banff - 09:30 to 5:15 Weekdays). Please call for more information.

(403) 762-0806    [www.roamtransit.com](http://www.roamtransit.com)    [info@roamtransit.com](mailto:info@roamtransit.com)

@roamtransit    Roam Public Transit

# Bow Valley *R*egional Transit Services Commission



## Bring Forward List

## BRING FORWARD LIST OF ITEMS PENDING (as of April 4, 2016)

ITEM	Date Initiated	Pending Date	Comments:
<b>BVRTSC15-060</b> Sean Krausert moves to create and institute a one year trial of Youth passes on the regional service only at a discount from the full adult fare on 10-pack and 30 day passes as described in the report.	August 2015	August 2016	
<b>BVRTSC15-075</b> Sean Krausert moves that, subject to the approval of both Banff and Canmore Councils as well as approval from the Province of Alberta for use of GreenTRIP funding currently allocated to cutaway replacement, administration proceed with purchasing of an extra 40 foot bus to be used on the Regional service and function as a spare. <i>(Original motion amended by BVRTSC15-95)</i>	October 2015	TBD	Both Banff and Canmore Councils have approved, and so upon GreenTRIP approval this matter will move towards implementation.  <b>BVRTSC15-95</b> Sean Krausert moves to amend motion BVRTSC 15-075 by replacing "30 foot bus" with "40 foot bus".  <b>COMPLETED AND WILL BE REMOVED NEXT REPORT</b>
<b>BVRTSC16-09</b> Karen Sorenson moves that the Bow Valley Regional Transit Services Commission waive transit fares on Roam Transit for up to one year for up to eight refugees living in the Bow Valley community as part of the Bow Valley Syria Refugee Project.	February 2016	TBD	
<b>BVRTSC16-10</b> Sean Krausert moves that BVRTSC Administration is directed to explore with FCSS in Banff and Canmore, and report back to the Board by the May Board meeting, as to whether it would be of benefit and manageable within the existing FCSS transit pass program to provide a limited number of free regional transit passes to be available to their clientele for whom the existing discounted regional service pass is still beyond their means.	February 2016	May 2016	
<b>BVRTSC16-11</b> Sean Krausert moves that BVRTSC Administration is directed to explore with the FCSS in Canmore, and report back to the Board by the May Board meeting, as to implementing a system of free Canmore local service transit passes to low income individuals, with the system being of the	February 2016	May 2016	

same nature as exists in Banff for the Banff local service.			
<b>BVRTSC16-13</b> Sean Krausert moves that, subject to municipal partner approval by their respective councils supporting the initiative, Administration is directed to provide a letter of support for a Banff Long Term Transportation Plan.	February 2016	TBD	

# Bow Valley Regional Transit Services Commission

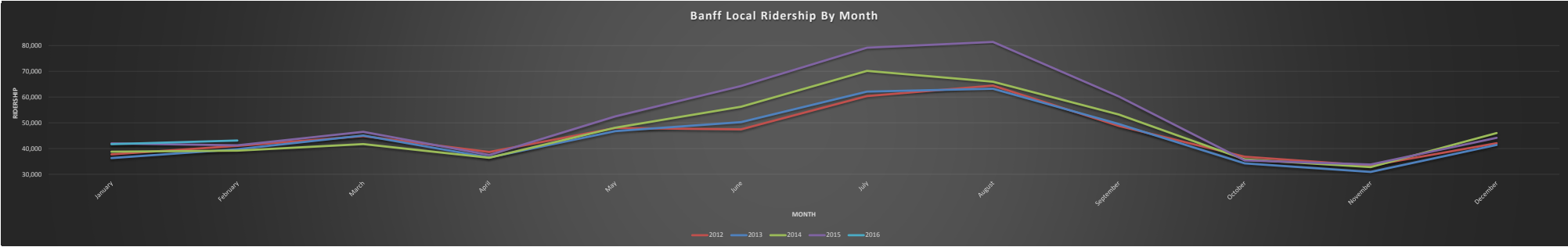


## Banff Local Service Ridership and Revenue Statistics

### Comments/Observations:

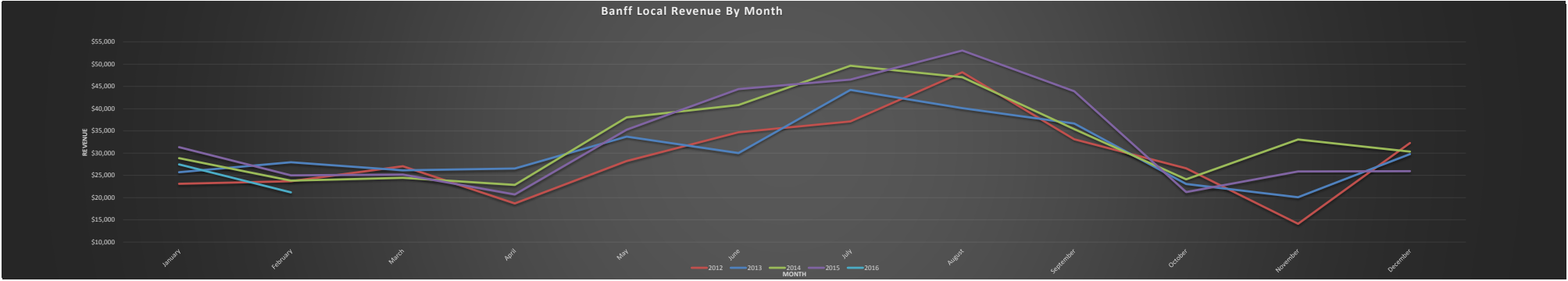
- Ridership up 4.5% over February 2015 @ 43,106
- Revenues continue to dip – down 15% over February 2015 @ \$21,183.
  - Cash trips down 1,400 trips over Feb 2015
  - LITP trips increased nearly 50%

Ridership										
Month	2012	2013	2014	2015	2016	2014 Running Total	2015 Running Total	2016 Running Total	Running Total Difference	2015 to 2016 Monthly Difference
January	37,730	36,302	38,787	41,973	41,692	38,787	41,973	41,692	-280	-0.7%
February	41,031	39,738	39,184	41,240	43,106	77,971	83,213	84,798	1,585	1.865
March	44,826	45,039	41,733	46,484		119,704	129,697			
April	38,652	36,510	36,396	37,483		156,100	167,179			
May	47,945	46,739	48,062	52,462		204,162	219,641			
June	47,447	50,267	56,228	64,295		260,390	283,936			
July	60,356	62,089	70,162	79,171		330,551	363,107			
August	64,441	63,224	65,942	81,401		396,493	444,508			
September	48,767	49,512	53,215	60,204		449,708	504,711			
October	36,818	34,244	35,769	35,371		485,477	540,083			
November	33,359	30,911	32,776	33,785		518,252	573,868			
December	42,073	41,403	46,017	44,156		564,270	618,024			
Grand Total:	543,445	535,978	564,270	618,024	84,798	564,270	618,024	84,798	0	-86.3%





Revenue											
Month	2012	2013	2014	2015	2016	2014 Running Total	2015 Running Total	2016 Running Total	Running Total Difference	2015 to 2016 Monthly Difference	2015 to 2016 Monthly % Difference
January	\$23,104	\$25,711	\$28,869	\$31,352	\$27,471	\$28,869.44	\$31,352.00	\$27,471.00	-\$3,881.00	-\$3,881.00	-12.4%
February	\$23,695	\$27,959	\$23,824	\$25,006	\$21,183	\$52,693.21	\$56,358.00	\$48,654.00	-\$7,704.00	-\$3,823.00	-15.3%
March	\$27,056	\$26,138	\$24,454	\$25,175		\$77,147.11	\$81,532.50				
April	\$18,700	\$26,536	\$22,861	\$20,711		\$100,007.66	\$102,243.50				
May	\$28,224	\$33,720	\$38,052	\$35,268		\$138,059.77	\$137,511.15				
June	\$34,706	\$30,034	\$40,828	\$44,419		\$178,887.52	\$181,930.15				
July	\$37,127	\$44,220	\$49,655	\$46,553		\$228,542.52	\$228,482.65				
August	\$48,190	\$40,125	\$47,076	\$53,075		\$275,618.52	\$281,557.65				
September	\$33,119	\$36,670	\$35,404	\$43,912		\$311,022.52	\$325,469.65				
October	\$26,578	\$23,066	\$24,115	\$21,253		\$335,137.52	\$346,722.65				
November	\$14,119	\$20,087	\$33,078	\$25,892		\$368,215.52	\$372,614.65				
December	\$32,287	\$29,795	\$30,344	\$25,939		\$398,559.52	\$398,553.65				
Grand Total:	\$ 346,903.52	\$364,061.60	\$398,559.52	\$398,553.65	\$48,654.00	\$398,559.52	\$398,553.65				



## BANFF LOCAL TRANSIT REVENUE BREAKDOWN

### 2016 Actual

Month	Fares	Passes	Other	Total	Budget
January	\$21,668	\$5,803	\$0	\$27,471	\$ 28,450.00
February	\$19,257	\$1,926	\$0	\$21,183	\$ 28,450.00
March				\$0	\$ 28,450.00
April				\$0	\$ 33,450.00
May				\$0	\$ 33,450.00
June				\$0	\$ 33,450.00
July				\$0	\$ 38,450.00
August				\$0	\$ 38,450.00
September				\$0	\$ 38,450.00
October				\$0	\$ 33,450.00
November				\$0	\$ 33,450.00
December				\$0	\$ 33,450.00
<b>Totals:</b>	<b>\$40,925</b>	<b>\$7,729</b>	<b>\$0</b>	<b>\$48,654</b>	<b>\$401,400</b>

### 2015 Actual

Month	Fares	Passes	Other	Total	Budget
January	\$23,847	\$7,505		\$31,352	\$ 25,062.50
February	\$22,513	\$2,493		\$25,006	\$ 25,062.50
March	\$22,902	\$2,273		\$25,175	\$ 25,062.50
April	\$19,532	\$1,179		\$20,711	\$ 33,062.50
May	\$32,514	\$2,754		\$35,268	\$ 33,062.50
June	\$37,737	\$6,682		\$44,419	\$ 33,062.50
July	\$45,749	\$804		\$46,553	\$ 41,062.50
August	\$45,616	\$7,459		\$53,075	\$ 41,062.50
September	\$40,523	\$3,389		\$43,912	\$ 41,062.50
October	\$19,279	\$1,974		\$21,253	\$ 33,062.50
November	\$17,130	\$8,762		\$25,892	\$ 33,062.50
December	\$22,664	\$3,275		\$25,939	\$ 33,062.50
<b>Totals:</b>	<b>\$350,006</b>	<b>\$48,548</b>	<b>\$0</b>	<b>\$398,554</b>	<b>\$396,750</b>

**BANFF LOCAL TRANSIT REVENUE BREAKDOWN**  
**2014 Actual**

Month	Fares	Passes	Other	Total	Budget
January	\$20,289	\$8,580		\$28,869	\$23,853.33
February	\$20,788	\$3,036		\$23,824	\$23,853.33
March	\$20,683	\$3,771		\$24,454	\$23,853.34
April	\$18,812	\$4,049		\$22,861	\$29,500.00
May	\$29,459	\$3,344	\$5,250	\$38,052	\$29,500.00
June	\$35,714	\$5,114		\$40,828	\$29,500.00
July	\$48,321	\$1,334		\$49,655	\$44,433.33
August	\$45,698	\$1,378		\$47,076	\$44,433.33
September	\$33,590	\$1,814		\$35,404	\$44,433.34
October	\$19,727	\$4,388		\$24,115	\$25,400.00
November	\$19,638	\$13,440		\$33,078	\$25,400.00
December	\$25,990	\$4,354		\$30,344	\$25,400.00
<b>Totals:</b>	<b>\$338,710</b>	<b>\$54,600</b>	<b>\$5,250</b>	<b>\$398,560</b>	<b>\$369,560</b>

# Bow Valley Regional Transit Services Commission

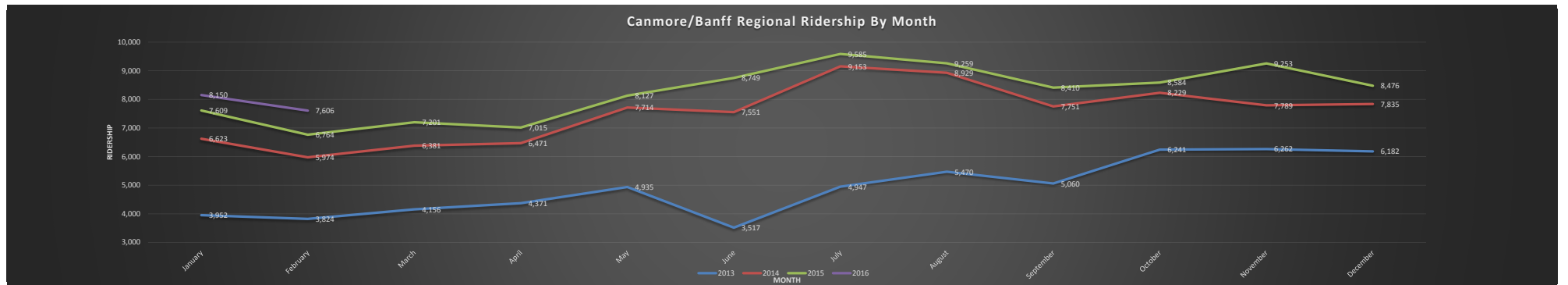


## Banff/Canmore Regional Service Ridership and Revenue Statistics

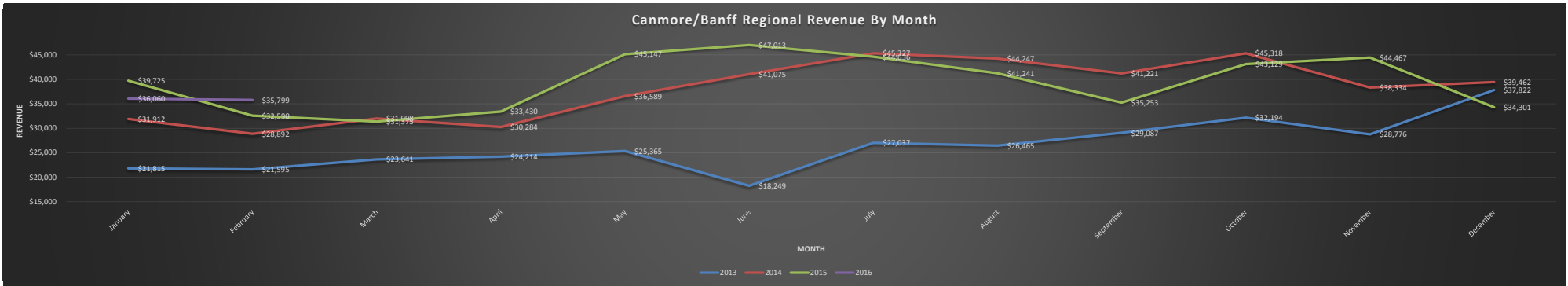
### Comments/Observations:

- Ridership for February @ 7606 – up 12% from February 2015
- Revenue for February @ \$35,799 – up almost 10% from February 2015
- Cash to Pass Comparison chart provided in this report (2013 onwards).

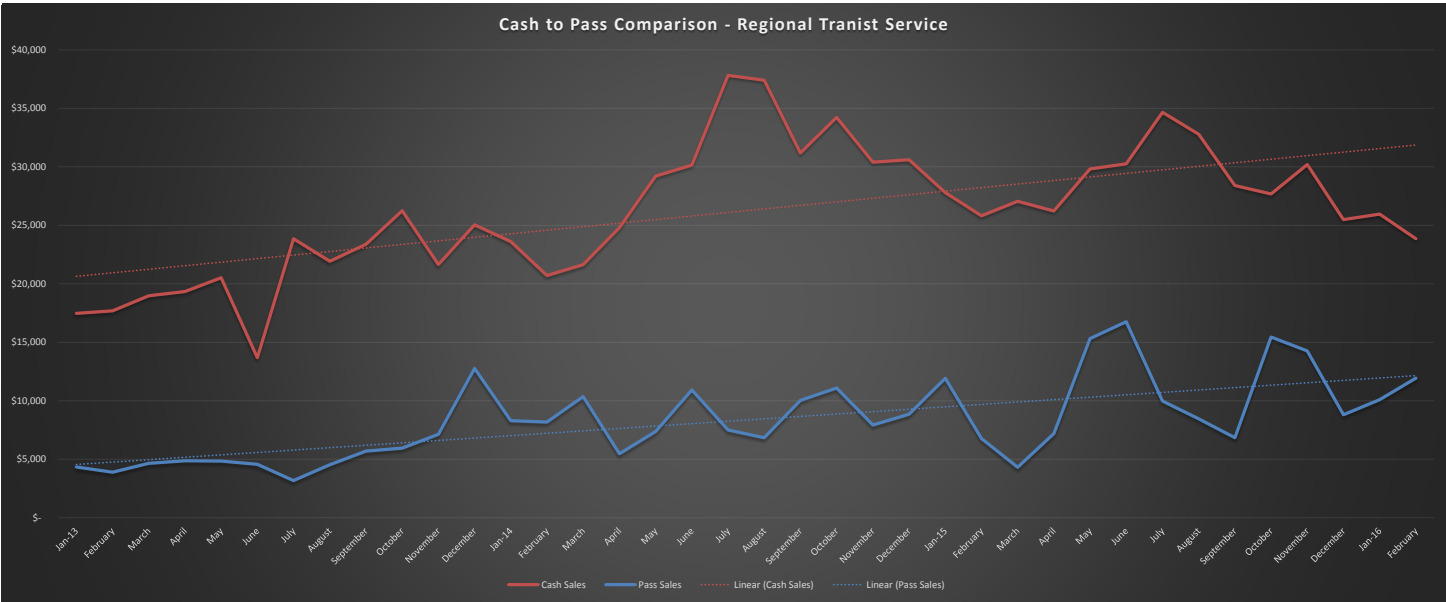
RIDERSHIP										
Month	2013	2014	2015	2016	2014 Running Total	2015 Running Total	2016 Running Total	Running Total Difference	2015 to 2016 Monthly Comparison	2015 to 2016 Monthly % Difference
January	3,952	6,623	7,609	8,150	6,623	7,609	8,150	541	541	7.1%
February	3,824	5,974	6,764	7,606	12,597	14,373	15,756	1,383	842	12.4%
March	4,156	6,381	7,201		18,978	21,574				
April	4,371	6,471	7,015		25,449	28,589				
May	4,935	7,714	8,127		33,163	36,716				
June	3,517	7,551	8,749		40,714	45,465				
July	4,947	9,153	9,585		49,867	55,050				
August	5,470	8,929	9,259		58,796	64,309				
September	5,060	7,751	8,410		66,547	72,719				
October	6,241	8,229	8,584		74,776	81,303				
November	6,262	7,789	9,253		82,565	90,556				
December	6,182	7,835	8,476		90,400	99,032				
Grand Total:	58,917	90,400	99,032	15,756	90,400	99,032	23,906	1,924		



REVENUE										
Month	2013	2014	2015	2016	2014 Running Total	2015 Running Total	2016 Running Total	Running Total Difference	2015 to 2016 Monthly Comparison	2015 to 2014 Monthly % Difference
January	\$ 21,815	\$ 31,912	\$ 39,725	\$ 36,060	\$31,912	\$39,725	\$36,060	(\$3,665)	-3,665	-9.2%
February	\$ 21,595	\$ 28,892	\$ 32,590	\$ 35,799	\$60,803	\$72,315	\$71,859	(\$456)	3,209	9.8%
March	\$ 23,641	\$ 31,998	\$ 31,375		\$92,801	\$103,690				
April	\$ 24,214	\$ 30,284	\$ 33,430		\$123,085	\$137,120	\$0			
May	\$ 25,365	\$ 36,589	\$ 45,147		\$159,674	\$182,267	\$0			
June	\$ 18,249	\$ 41,075	\$ 47,013		\$200,749	\$229,280	\$0			
July	\$ 27,037	\$ 45,327	\$ 44,636		\$246,076	\$273,916	\$0			
August	\$ 26,465	\$ 44,247	\$ 41,241		\$290,323	\$315,157	\$0			
September	\$ 29,087	\$ 41,221	\$ 35,253		\$331,544	\$350,410	\$0			
October	\$ 32,194	\$ 45,318	\$ 43,129		\$376,862	\$393,539	\$0			
November	\$ 28,776	\$ 38,334	\$ 44,467		\$415,196	\$438,005	\$0			
December	\$ 37,822	\$ 39,462	\$ 34,301		\$454,658	\$472,306	\$0			
Grand Total	\$ 315,720	\$ 454,658	\$ 472,306	\$ 71,859				\$0		



CASH TO PASS COMPARISON			
Month	Pass Sales	Cash Sales	
Jan-13	\$ 4,345	\$	17,470
February	\$ 3,902	\$	17,693
March	\$ 4,660	\$	18,981
April	\$ 4,872	\$	19,343
May	\$ 4,852	\$	20,513
June	\$ 4,568	\$	13,682
July	\$ 3,182	\$	23,855
August	\$ 4,538	\$	21,927
September	\$ 5,700	\$	23,387
October	\$ 5,949	\$	26,245
November	\$ 7,131	\$	21,645
December	\$ 12,773	\$	25,049
Jan-14	\$ 8,296	\$	23,616
February	\$ 8,185	\$	20,707
March	\$ 10,363	\$	21,635
April	\$ 5,475	\$	24,809
May	\$ 7,375	\$	29,214
June	\$ 10,930	\$	30,145
July	\$ 7,510	\$	37,817
August	\$ 6,845	\$	37,402
September	\$ 10,035	\$	31,186
October	\$ 11,095	\$	34,223
November	\$ 7,930	\$	30,404
December	\$ 8,855	\$	30,607
Jan-15	\$ 11,927	\$	27,798
February	\$ 6,775	\$	25,815
March	\$ 4,315	\$	27,060
April	\$ 7,200	\$	26,230
May	\$ 15,320	\$	29,827
June	\$ 16,760	\$	30,253
July	\$ 9,977	\$	34,659
August	\$ 8,460	\$	32,781
September	\$ 6,845	\$	28,408
October	\$ 15,448	\$	27,681
November	\$ 14,266	\$	30,201
December	\$ 8,808	\$	25,493
Jan-16	\$ 10,097	\$	25,963
February	\$ 11,940	\$	23,859
March	\$ -	\$	-
April	\$ -	\$	-
May	\$ -	\$	-
June	\$ -	\$	-
July	\$ -	\$	-
August	\$ -	\$	-
September	\$ -	\$	-
October	\$ -	\$	-
November	\$ -	\$	-
December	\$ -	\$	-



**CANMORE/BANFF REGIONAL TRANSIT REVENUE BREAKDOWN  
2016 Actual**

<b>Month</b>	<b>Fares</b>	<b>Passes</b>	<b>Other</b>	<b>Total</b>	<b>Budget</b>
<b>January</b>	\$25,963	\$10,097	\$0	<b>\$36,060</b>	<b>\$32,566.66</b>
<b>February</b>	\$23,859	\$11,940	\$0	<b>\$35,799</b>	<b>\$32,566.66</b>
<b>March</b>				<b>\$0</b>	<b>\$32,566.66</b>
<b>April</b>				<b>\$0</b>	<b>\$37,566.66</b>
<b>May</b>				<b>\$0</b>	<b>\$37,566.66</b>
<b>June</b>				<b>\$0</b>	<b>\$37,566.66</b>
<b>July</b>				<b>\$0</b>	<b>\$42,566.66</b>
<b>August</b>				<b>\$0</b>	<b>\$42,566.66</b>
<b>September</b>				<b>\$0</b>	<b>\$42,566.66</b>
<b>October</b>				<b>\$0</b>	<b>\$37,566.66</b>
<b>November</b>				<b>\$0</b>	<b>\$37,566.66</b>
<b>December</b>				<b>\$0</b>	<b>\$37,566.66</b>
<b>Totals:</b>	<b>\$49,822</b>	<b>\$22,037</b>	<b>\$0</b>	<b>\$71,859</b>	<b>\$450,800</b>



**CANMORE/BANFF REGIONAL TRANSIT REVENUE BREAKDOWN  
2015 Actual**

<b>Month</b>	<b>Fares</b>	<b>Passes</b>	<b>Other</b>	<b>Total</b>	<b>Budget</b>
<b>January</b>	\$27,798	\$11,927	\$0	<b>\$39,725</b>	\$37,683.33
<b>February</b>	\$25,815	\$6,775	\$0	<b>\$32,590</b>	\$21,683.33
<b>March</b>	\$27,060	\$4,315	\$0	<b>\$31,375</b>	\$29,683.33
<b>April</b>	\$26,230	\$7,200	\$0	<b>\$33,430</b>	\$19,683.33
<b>May</b>	\$29,827	\$15,320	\$0	<b>\$45,147</b>	\$19,683.33
<b>June</b>	\$30,253	\$16,760	\$0	<b>\$47,013</b>	\$29,683.33
<b>July</b>	\$34,659	\$9,977	\$0	<b>\$44,636</b>	\$39,683.33
<b>August</b>	\$32,781	\$8,460	\$0	<b>\$41,241</b>	\$39,683.33
<b>September</b>	\$28,408	\$6,845	\$0	<b>\$35,253</b>	\$39,683.33
<b>October</b>	\$27,681	\$15,448	\$0	<b>\$43,129</b>	\$21,683.33
<b>November</b>	\$30,201	\$14,266	\$0	<b>\$44,467</b>	\$19,683.33
<b>December</b>	\$25,493	\$8,808	\$0	<b>\$34,301</b>	\$37,683.33
<b>Totals:</b>	<b>\$346,206</b>	<b>\$126,101</b>	<b>\$0</b>	<b>\$472,306</b>	<b>\$356,200</b>

**CANMORE/BANFF REGIONAL TRANSIT REVENUE BREAKDOWN  
2014 Actual**

<b>Month</b>	<b>Fares</b>	<b>Passes</b>	<b>Other</b>	<b>Total</b>	<b>Budget</b>
<b>January</b>	\$23,616	\$8,296		<b>\$31,912</b>	\$21,683.33
<b>February</b>	\$20,707	\$8,185		<b>\$28,892</b>	\$21,683.33
<b>March</b>	\$21,635	\$10,363		<b>\$31,998</b>	\$21,683.34
<b>April</b>	\$24,809	\$5,475		<b>\$30,284</b>	\$22,550.00
<b>May</b>	\$29,214	\$7,375		<b>\$36,589</b>	\$22,550.00
<b>June</b>	\$30,145	\$10,930		<b>\$41,075</b>	\$22,550.00
<b>July</b>	\$37,817	\$7,510		<b>\$45,327</b>	\$33,516.66
<b>August</b>	\$37,402	\$6,845		<b>\$44,247</b>	\$33,516.66
<b>September</b>	\$31,186	\$10,035		<b>\$41,221</b>	\$33,516.68
<b>October</b>	\$34,223	\$11,095		<b>\$45,318</b>	\$23,916.66
<b>November</b>	\$30,404	\$7,930		<b>\$38,334</b>	\$23,916.66
<b>December</b>	\$30,607	\$8,855		<b>\$39,462</b>	\$23,916.68
<b>Totals:</b>	<b>\$351,764</b>	<b>\$102,894</b>	<b>\$0</b>	<b>\$454,658</b>	<b>\$305,000</b>

# Bow Valley *R*egional Transit Services Commission



New Business

# Bow Valley Regional Transit Services Commission

## Budget vs. Actuals: FY2016 - FY16 P&L

January - March, 2016

	Jan - Mar, 2016				Total			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
<b>Income</b>								
4100 Farebox	126,995.56	124,372.00	2,623.56	102.11%	126,995.56	124,372.00	2,623.56	102.11%
4200 Advertising & Marketing Revenue	5,063.08	9,999.00	-4,935.92	50.64%	5,063.08	9,999.00	-4,935.92	50.64%
4300 Partner Programs	107,183.50	97,548.00	9,635.50	109.88%	107,183.50	97,548.00	9,635.50	109.88%
4400 Requisition Recoveries	159,099.30	159,096.00	3.30	100.00%	159,099.30	159,096.00	3.30	100.00%
4500 Other Recoveries	30,200.00	9,498.00	20,702.00	317.96%	30,200.00	9,498.00	20,702.00	317.96%
4600 Passes	43,330.10	38,673.00	4,657.10	112.04%	43,330.10	38,673.00	4,657.10	112.04%
4700 Charter Sales	4,016.50	999.00	3,017.50	402.05%	4,016.50	999.00	3,017.50	402.05%
4800 Route Detour Fee	40.00	123.00	-83.00	32.52%	40.00	123.00	-83.00	32.52%
<b>Total Income</b>	<b>\$ 475,928.04</b>	<b>\$ 440,308.00</b>	<b>\$ 35,620.04</b>	<b>108.09%</b>	<b>\$ 475,928.04</b>	<b>\$ 440,308.00</b>	<b>\$ 35,620.04</b>	<b>108.09%</b>
<b>Cost of Goods Sold</b>								
1-5715 Banff Local Commission	983.90	1,098.00	-114.10	89.61%	983.90	1,098.00	-114.10	89.61%
2-5715 CB Regional Commission	25.00	900.00	-875.00	2.78%	25.00	900.00	-875.00	2.78%
<b>Total Cost of Goods Sold</b>	<b>\$ 1,008.90</b>	<b>\$ 1,998.00</b>	<b>-\$ 989.10</b>	<b>50.50%</b>	<b>\$ 1,008.90</b>	<b>\$ 1,998.00</b>	<b>-\$ 989.10</b>	<b>50.50%</b>
<b>Gross Profit</b>	<b>\$ 474,919.14</b>	<b>\$ 438,310.00</b>	<b>\$ 36,609.14</b>	<b>108.35%</b>	<b>\$ 474,919.14</b>	<b>\$ 438,310.00</b>	<b>\$ 36,609.14</b>	<b>108.35%</b>
<b>Expenses</b>								
5100 Salaries & Wages	95,256.06	62,299.00	32,957.06	152.90%	95,256.06	62,299.00	32,957.06	152.90%
5170 Training & Conferences	417.77	2,997.00	-2,579.23	13.94%	417.77	2,997.00	-2,579.23	13.94%
5180 Travel Expense	457.53	1,449.00	-991.47	31.58%	457.53	1,449.00	-991.47	31.58%
5190 Meals and Entertainment	34.38	525.00	-490.62	6.55%	34.38	525.00	-490.62	6.55%
5200 Operating Contracts	134,250.33	237,282.00	-103,031.67	56.58%	134,250.33	237,282.00	-103,031.67	56.58%
5280 Repair and Maintenance	8.68	423.00	-414.32	2.05%	8.68	423.00	-414.32	2.05%
5300 Insurance Expense	17,129.37	3,750.00	13,379.37	456.78%	17,129.37	3,750.00	13,379.37	456.78%
5350 General Operating Expenses	7,594.45	10,117.00	-2,522.55	75.07%	7,594.45	10,117.00	-2,522.55	75.07%
5400 Lease Expense	24,318.00	24,318.00	0.00	100.00%	24,318.00	24,318.00	0.00	100.00%
5600 Professional/contractual fees	60,028.91	55,006.00	5,022.91	109.13%	60,028.91	55,006.00	5,022.91	109.13%
5700 Advertising and Marketing	6,611.56	10,749.00	-4,137.44	61.51%	6,611.56	10,749.00	-4,137.44	61.51%

5800 Fuel	47,606.58	63,750.00	-16,143.42	74.68%	47,606.58	63,750.00	-16,143.42	74.68%
Total Expenses	\$ 393,713.62	\$ 472,665.00	-\$ 78,951.38	83.30%	\$ 393,713.62	\$ 472,665.00	-\$ 78,951.38	83.30%
Net Operating Income	\$ 81,205.52	-\$ 34,355.00	\$ 115,560.52	-236.37%	\$ 81,205.52	-\$ 34,355.00	\$ 115,560.52	-236.37%
Other Income								
7100 Interest Income	1.86		1.86		1.86	0.00	1.86	
7150 Foreign Exchange Gain/Loss	-2,651.14		-2,651.14		-2,651.14	0.00	-2,651.14	
Total Other Income	-\$ 2,649.28	\$ 0.00	-\$ 2,649.28		-\$ 2,649.28	\$ 0.00	-\$ 2,649.28	
Other Expenses								
5900 Amortization Expense	37,500.00	37,500.00	0.00	100.00%	37,500.00	37,500.00	0.00	100.00%
8500 Capital Purchases	7,500.00		7,500.00		7,500.00	0.00	7,500.00	
B1 Banff Local Bus Replacement	1,096.24		1,096.24		1,096.24	0.00	1,096.24	
G12 Office IT,PC,Wiring,Tel 1	649.99		649.99		649.99	0.00	649.99	
R12 Bus Security Cameras	37,594.00		37,594.00		37,594.00	0.00	37,594.00	
R5 CB Regional Bus Replacement Nova	1,023.92		1,023.92		1,023.92	0.00	1,023.92	
R6 CB Regional Bus Replacement-Cutaway	72.32		72.32		72.32	0.00	72.32	
Total Other Expenses	\$ 85,436.47	\$ 37,500.00	\$ 47,936.47	227.83%	\$ 85,436.47	\$ 37,500.00	\$ 47,936.47	227.83%
Net Other Income	-\$ 88,085.75	-\$ 37,500.00	-\$ 50,585.75	234.90%	-\$ 88,085.75	-\$ 37,500.00	-\$ 50,585.75	234.90%
Net Income	-\$ 6,880.23	-\$ 71,855.00	\$ 64,974.77	9.58%	-\$ 6,880.23	-\$ 71,855.00	\$ 64,974.77	9.58%

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**Bow Valley Regional Transit Services Commission**  
**Budget vs. Actuals: FY2016 - FY16 P&L**  
January - March, 2016

	Jan - Mar, 2016				Total				Comments:
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget	
<b>Income</b>									
4100 Farebox			0.00		0.00	0.00	0.00		
Total 4100 Farebox	\$ 126,995.56	\$ 124,372.00	\$ 2,623.56	102.11%	\$ 126,995.56	\$ 124,372.00	\$ 2,623.56	102.11%	
4200 Advertising & Marketing Revenue			0.00		0.00	0.00	0.00		
1-4200 Banff Local	3,723.25	5,499.00	-1,775.75	67.71%	3,723.25	5,499.00	-1,775.75	67.71%	
2-4200 CB Regional	1,339.83	4,500.00	-3,160.17	29.77%	1,339.83	4,500.00	-3,160.17	29.77%	
Total 4200 Advertising & Marketing Revenue	\$ 5,063.08	\$ 9,999.00	\$ -4,935.92	50.64%	\$ 5,063.08	\$ 9,999.00	\$ -4,935.92	50.64%	
4300 Partner Programs			0.00		0.00	0.00	0.00		
1-4300 Banff Local	106,960.00	97,548.00	9,412.00	109.65%	106,960.00	97,548.00	9,412.00	109.65%	
1-4301 Extra Guest/Staff Pass Charge	223.50		223.50		223.50	0.00	223.50		
2-4300 Canmore Regional		0.00	0.00		0.00	0.00	0.00		
Total 4300 Partner Programs	\$ 107,183.50	\$ 97,548.00	\$ 9,635.50	109.88%	\$ 107,183.50	\$ 97,548.00	\$ 9,635.50	109.88%	
4400 Requisition Recoveries			0.00		0.00	0.00	0.00		
1-4400 Banff Local			0.00		0.00	0.00	0.00		
1-4420 TOB - Operating	134,149.32	134,148.00	1.32	100.00%	134,149.32	134,148.00	1.32	100.00%	
Total 1-4400 Banff Local	\$ 134,149.32	\$ 134,148.00	\$ 1.32	100.00%	\$ 134,149.32	\$ 134,148.00	\$ 1.32	100.00%	
2-4400 CB Regional			0.00		0.00	0.00	0.00		
2-4420 TOC - Operating	19,950.00	19,950.00	0.00	100.00%	19,950.00	19,950.00	0.00	100.00%	
Total 2-4400 CB Regional	\$ 19,950.00	\$ 19,950.00	\$ 0.00	100.00%	\$ 19,950.00	\$ 19,950.00	\$ 0.00	100.00%	
5-4400 ID 9			0.00		0.00	0.00	0.00		
5-4420 ID 9 - Operating	4,999.98	4,998.00	1.98	100.04%	4,999.98	4,998.00	1.98	100.04%	
Total 5-4400 ID 9	\$ 4,999.98	\$ 4,998.00	\$ 1.98	100.04%	\$ 4,999.98	\$ 4,998.00	\$ 1.98	100.04%	
Total 4400 Requisition Recoveries	\$ 159,099.30	\$ 159,096.00	\$ 3.30	100.00%	\$ 159,099.30	\$ 159,096.00	\$ 3.30	100.00%	
4500 Other Recoveries		9,498.00	-9,498.00	0.00%	0.00	9,498.00	-9,498.00	0.00%	
3-4500 Parks Regional	10,200.00		10,200.00		10,200.00	0.00	10,200.00		
4-4500 Other	20,000.00		20,000.00		20,000.00	0.00	20,000.00		
Total 4500 Other Recoveries	\$ 30,200.00	\$ 9,498.00	\$ 20,702.00	317.96%	\$ 30,200.00	\$ 9,498.00	\$ 20,702.00	317.96%	
4600 Passes			0.00		0.00	0.00	0.00		
Total 1-4600 Banff Local Pass	\$ 9,325.60	\$ 12,099.00	\$ -2,773.40	77.08%	\$ 9,325.60	\$ 12,099.00	\$ -2,773.40	77.08%	
Total 2-4600 CB Regional Bus passes	\$ 31,790.50	\$ 26,574.00	\$ 5,216.50	119.63%	\$ 31,790.50	\$ 26,574.00	\$ 5,216.50	119.63%	
5-4600 SmartCard Fee	2,214.00		2,214.00		2,214.00	0.00	2,214.00		
Total 4600 Passes	\$ 43,330.10	\$ 38,673.00	\$ 4,657.10	112.04%	\$ 43,330.10	\$ 38,673.00	\$ 4,657.10	112.04%	
4700 Charter Sales		999.00	-999.00	0.00%	0.00	999.00	-999.00	0.00%	
1-4700 Banff LOCAL Charter Sales	850.00		850.00		850.00	0.00	850.00		
2-4700 CB Regional Charter Sales	3,166.50		3,166.50		3,166.50	0.00	3,166.50		
Total 4700 Charter Sales	\$ 4,016.50	\$ 999.00	\$ 3,017.50	402.05%	\$ 4,016.50	\$ 999.00	\$ 3,017.50	402.05%	
4800 Route Detour Fee		123.00	-123.00	0.00%	0.00	123.00	-123.00	0.00%	
1-4800 Banff Local Route Detour Base Fee	40.00		40.00		40.00	0.00	40.00		
Total 4800 Route Detour Fee	\$ 40.00	\$ 123.00	\$ -83.00	32.52%	\$ 40.00	\$ 123.00	\$ -83.00	32.52%	
Total Income	\$ 475,928.04	\$ 440,308.00	\$ 35,620.04	108.09%	\$ 475,928.04	\$ 440,308.00	\$ 35,620.04	108.09%	
Cost of Goods Sold									
1-5715 Banff Local Commission	983.90	1,098.00	-114.10	89.61%	983.90	1,098.00	-114.10	89.61%	
2-5715 CB Regional Commission	25.00	900.00	-875.00	2.78%	25.00	900.00	-875.00	2.78%	

Total Cost of Goods Sold	\$ 1,008.90	\$ 1,998.00	-\$ 989.10	50.50%	\$ 1,008.90	\$ 1,998.00	-\$ 989.10	50.50%	
Gross Profit	\$ 474,919.14	\$ 438,310.00	\$ 36,609.14	108.35%	\$ 474,919.14	\$ 438,310.00	\$ 36,609.14	108.35%	
Expenses									
5100 Salaries & Wages			0.00		0.00	0.00	0.00		
5110 Wages	41,034.34	48,750.00	-7,715.66	84.17%	41,034.34	48,750.00	-7,715.66	84.17%	
5130 Benefits			0.00		0.00	0.00	0.00		
1-5133 Health Benefits - GM & LC	1,220.40		1,220.40		1,220.40	0.00	1,220.40		
2-5133 Health Benefits - OM & Drivers	7,425.30		7,425.30		7,425.30	0.00	7,425.30		
5131 CPP	8,711.70	7,500.00	1,211.70	116.16%	8,711.70	7,500.00	1,211.70	116.16%	CAO & LC' CPP & EI portion: 100% Admin
5132 EI	4,978.34	4,500.00	478.34	110.63%	4,978.34	4,500.00	478.34	110.63%	MO & Drivers' CPP & EI portion - 70% Banff Local
5133 Health Benefits		8,448.00	-8,448.00	0.00%	0.00	8,448.00	-8,448.00	0.00%	MO & Drivers' CPP & EI portion - 30% CB Regional
5134 LAPP	19,908.59	17,550.00	2,358.59	113.44%	19,908.59	17,550.00	2,358.59	113.44%	
5135 WCB	11,977.39	1,623.00	10,354.39	737.98%	11,977.39	1,623.00	10,354.39	737.98%	Inc.WCB 2015 YEAR END ADJ based on Actual Salaries & Wages Reported
5136 Benefit Allocation		-26,325.00	26,325.00	0.00%	0.00	-26,325.00	26,325.00	0.00%	
Total 5130 Benefits	\$ 54,221.72	\$ 13,296.00	\$ 40,925.72	407.80%	\$ 54,221.72	\$ 13,296.00	\$ 40,925.72	407.80%	
5137 Recruitment Costs		253.00	-253.00	0.00%	0.00	253.00	-253.00	0.00%	
Total 5100 Salaries & Wages	\$ 95,256.06	\$ 62,299.00	\$ 32,957.06	152.90%	\$ 95,256.06	\$ 62,299.00	\$ 32,957.06	152.90%	
5170 Training & Conferences	345.82		345.82		345.82	0.00	345.82		
5171 Conference Fees		999.00	-999.00	0.00%	0.00	999.00	-999.00	0.00%	
5172 Meals & Travel	71.95	1,248.00	-1,176.05	5.77%	71.95	1,248.00	-1,176.05	5.77%	
5173 Training		750.00	-750.00	0.00%	0.00	750.00	-750.00	0.00%	
Total 5170 Training & Conferences	\$ 417.77	\$ 2,997.00	-\$ 2,579.23	13.94%	\$ 417.77	\$ 2,997.00	-\$ 2,579.23	13.94%	
5180 Travel Expense		1,449.00	-1,449.00	0.00%	0.00	1,449.00	-1,449.00	0.00%	
5181 Mileage	457.53		457.53		457.53	0.00	457.53		
Total 5180 Travel Expense	\$ 457.53	\$ 1,449.00	-\$ 991.47	31.58%	\$ 457.53	\$ 1,449.00	-\$ 991.47	31.58%	
5190 Meals and Entertainment	34.38	525.00	-490.62	6.55%	34.38	525.00	-490.62	6.55%	
5200 Operating Contracts			0.00		0.00	0.00	0.00		
5210 Brewster			0.00		0.00	0.00	0.00		
2-5210 Regional - Brewster		0.00	0.00		0.00	0.00	0.00		
Total 5210 Brewster	\$ 0.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00		
5220 Direct Operating Cost			0.00		0.00	0.00	0.00		
1-5220 Banff Local Direct Operating	14,055.83	19,275.00	-5,219.17	72.92%	14,055.83	19,275.00	-5,219.17	72.92%	
1-5225 Banff Local Drivers Uniform	0.00	1,248.00	-1,248.00	0.00%	0.00	1,248.00	-1,248.00	0.00%	
1-5226 Banff Local Drivers Recruitment	33.00	324.00	-291.00	10.19%	33.00	324.00	-291.00	10.19%	
1-5227 Banff Local Svc Training		75.00	-75.00	0.00%	0.00	75.00	-75.00	0.00%	
1-5228 Banff Local Svc Driver Recognition		198.00	-198.00	0.00%	0.00	198.00	-198.00	0.00%	
5221-1 Banff Local Svc FT drivers wage	92,390.04	86,400.00	5,990.04	106.93%	92,390.04	86,400.00	5,990.04	106.93%	MO & Drivers' Wages - 70% Banff Local (FT & PT)
5222-1 Banff Local Svc PT Drivers Wages	19,928.00	17,400.00	2,528.00	114.53%	19,928.00	17,400.00	2,528.00	114.53%	MO & Drivers' wages - 30% CB Regional (FT & PT)
Total 1-5220 Banff Local Direct Operating	\$ 126,406.87	\$ 124,920.00	\$ 1,486.87	101.19%	\$ 126,406.87	\$ 124,920.00	\$ 1,486.87	101.19%	
2-5220 CB Regional Operating	7,533.49	9,648.00	-2,114.51	78.08%	7,533.49	9,648.00	-2,114.51	78.08%	
2-5225 CB Regional Drivers Uniform	0.00	750.00	-750.00	0.00%	0.00	750.00	-750.00	0.00%	
2-5226 CB Regional Drivers Recruitment	33.00	174.00	-141.00	18.97%	33.00	174.00	-141.00	18.97%	
2-5227 CB Regional Svc Training		48.00	-48.00	0.00%	0.00	48.00	-48.00	0.00%	
2-5228 CB Regional Svc Driver Recognition		174.00	-174.00	0.00%	0.00	174.00	-174.00	0.00%	
5221-2 CB Regional Svc FT drivers wage		37,350.00	-37,350.00	0.00%	0.00	37,350.00	-37,350.00	0.00%	NOT using 5221-2 & 5222-2 codes anymore (combined with 5221-1 & 5222-1 by classes)
5222-2 Cb Regional Svc PT Drivers Wage		8,424.00	-8,424.00	0.00%	0.00	8,424.00	-8,424.00	0.00%	
Total 2-5220 CB Regional Operating	\$ 7,566.49	\$ 56,568.00	-\$ 49,001.51	13.38%	\$ 7,566.49	\$ 56,568.00	-\$ 49,001.51	13.38%	
Total 5220 Direct Operating Cost	\$ 133,973.36	\$ 181,488.00	-\$ 47,514.64	73.82%	\$ 133,973.36	\$ 181,488.00	-\$ 47,514.64	73.82%	
5250 Parts			0.00		0.00		0.00		
1-5250 Banff Local - parts	48.48	15,000.00	-14,951.52	0.32%	48.48	15,000.00	-14,951.52	0.32%	Q1 Bill yet to receive from TOB

2-5250 CB Regional - parts	228.49	8,748.00	-8,519.51	2.61%	228.49	8,748.00	-8,519.51	2.61%	
3-5250 Parks Regional - parts		948.00	-948.00	0.00%	0.00	948.00	-948.00	0.00%	
Total 5250 Parts	\$ 276.97	\$ 24,696.00	-\$ 24,419.03	1.12%	\$ 276.97	\$ 24,696.00	-\$ 24,419.03	1.12%	
5260 Maintenance			0.00		0.00	0.00	0.00		
1-5260 Banff Local Mechanic		19,998.00	-19,998.00	0.00%	0.00	19,998.00	-19,998.00	0.00%	
2-5260 CB Regional - Mechanic		10,500.00	-10,500.00	0.00%	0.00	10,500.00	-10,500.00	0.00%	
3-5260 Parks Regional - Mechanic		600.00	-600.00	0.00%	0.00	600.00	-600.00	0.00%	
Total 5260 Maintenance	\$ 0.00	\$ 31,098.00	-\$ 31,098.00	0.00%	\$ 0.00	\$ 31,098.00	-\$ 31,098.00	0.00%	
Total 5200 Operating Contracts	\$ 134,250.33	\$ 237,282.00	-\$ 103,031.67	56.58%	\$ 134,250.33	\$ 237,282.00	-\$ 103,031.67	56.58%	
5280 Repair and Maintenance	8.68	423.00	-414.32	2.05%	8.68	423.00	-414.32	2.05%	
5300 Insurance Expense			0.00		0.00	0.00	0.00		
5310 General Liability Insurance	3,763.64	1,050.00	2,713.64	358.44%	3,763.64	1,050.00	2,713.64	358.44%	
5320 Banff build & fleet insurance	13,365.73	2,700.00	10,665.73	495.03%	13,365.73	2,700.00	10,665.73	495.03%	
Total 5300 Insurance Expense	\$ 17,129.37	\$ 3,750.00	\$ 13,379.37	456.78%	\$ 17,129.37	\$ 3,750.00	\$ 13,379.37	456.78%	
5350 General Operating Expenses			0.00		0.00	0.00	0.00		
5351 Office Supplies	893.80	2,250.00	-1,356.20	39.72%	893.80	2,250.00	-1,356.20	39.72%	
5352 Bank Service Charges	791.39	1,248.00	-456.61	63.41%	791.39	1,248.00	-456.61	63.41%	
5353 Janitorial Supplies & Services		300.00	-300.00	0.00%	0.00	300.00	-300.00	0.00%	
5354 Postage and Delivery	110.31	273.00	-162.69	40.41%	110.31	273.00	-162.69	40.41%	
5355 Miscellaneous Expense		348.00	-348.00	0.00%	0.00	348.00	-348.00	0.00%	
5356 Memberships	2,450.00	999.00	1,451.00	245.25%	2,450.00	999.00	1,451.00	245.25%	
5357 Cell Phone	713.16	1,125.00	-411.84	63.39%	713.16	1,125.00	-411.84	63.39%	
5358 Office Phone	1,088.90	1,623.00	-534.10	67.09%	1,088.90	1,623.00	-534.10	67.09%	
5359 Board meeting expense	272.49	253.00	19.49	107.70%	272.49	253.00	19.49	107.70%	
5362 Software and License Fees	672.97	624.00	48.97	107.85%	672.97	624.00	48.97	107.85%	
5364 Brinks service fees	601.43	1,074.00	-472.57	56.00%	601.43	1,074.00	-472.57	56.00%	
Total 5350 General Operating Expenses	\$ 7,594.45	\$ 10,117.00	-\$ 2,522.55	75.07%	\$ 7,594.45	\$ 10,117.00	-\$ 2,522.55	75.07%	
5400 Lease Expense			0.00		0.00	0.00	0.00		
1-5400 Banff Local	15,999.00		15,999.00		15,999.00	0.00	15,999.00		
1-5410 Banff Local Bus Lease		15,999.00	-15,999.00	0.00%	0.00	15,999.00	-15,999.00	0.00%	
1-5420 Banff Local Bus Storage	5,523.00	5,523.00	0.00	100.00%	5,523.00	5,523.00	0.00	100.00%	
1-5430 Parks Canada Land Rent	123.00	123.00	0.00	100.00%	123.00	123.00	0.00	100.00%	
Total 1-5400 Banff Local	\$ 21,645.00	\$ 21,645.00	\$ 0.00	100.00%	\$ 21,645.00	\$ 21,645.00	\$ 0.00	100.00%	
2-5400 CB Regional			0.00		0.00	0.00	0.00		
2-5420 CB Regional - Bus Storage	2,673.00	2,673.00	0.00	100.00%	2,673.00	2,673.00	0.00	100.00%	
Total 2-5400 CB Regional	\$ 2,673.00	\$ 2,673.00	\$ 0.00	100.00%	\$ 2,673.00	\$ 2,673.00	\$ 0.00	100.00%	Jan.-Mar. Bill yet to receive from TOB: Accrued Expense Journal Entry
Total 5400 Lease Expense	\$ 24,318.00	\$ 24,318.00	\$ 0.00	100.00%	\$ 24,318.00	\$ 24,318.00	\$ 0.00	100.00%	has been made
5600 Professional/contractual fees			0.00		0.00	0.00	0.00		
1-5600 Banff Local - Professional/Contract		2,499.00	-2,499.00	0.00%	0.00	2,499.00	-2,499.00	0.00%	
5611 Accounting Fees	5,170.00	6,249.00	-1,079.00	82.73%	5,170.00	6,249.00	-1,079.00	82.73%	
5612 Payroll service fee	425.23	399.00	26.23	106.57%	425.23	399.00	26.23	106.57%	
5613 Bookkeeping Services		249.00	-249.00	0.00%	0.00	249.00	-249.00	0.00%	
5615 Legal Fees		249.00	-249.00	0.00%	0.00	249.00	-249.00	0.00%	
5617 Website	270.00	324.00	-54.00	83.33%	270.00	324.00	-54.00	83.33%	
5618 Casual Services	5,454.30	3,750.00	1,704.30	145.45%	5,454.30	3,750.00	1,704.30	145.45%	
5619 Business Hosting Expenses		375.00	-375.00	0.00%	0.00	375.00	-375.00	0.00%	
5620 Farelogistics		7,500.00	-7,500.00	0.00%	0.00	7,500.00	-7,500.00	0.00%	
5622 Nextbus			0.00		0.00	0.00	0.00		
1-5622 Nextbus - Banff Local	29,888.76	4,374.00	25,514.76	683.33%	29,888.76	4,374.00	25,514.76	683.33%	
2-5622 Nextbus - CB Regional	10,093.74	4,374.00	5,719.74	230.77%	10,093.74	4,374.00	5,719.74	230.77%	



Total 5622 Nextbus	\$ 39,982.50	\$ 8,748.00	\$ 31,234.50	457.05%	\$ 39,982.50	\$ 8,748.00	\$ 31,234.50	457.05%
5623 Security Fee			0.00		0.00	0.00	0.00	
1-5623 Banff Local Security shift	1,680.00	3,999.00	-2,319.00	42.01%	1,680.00	3,999.00	-2,319.00	42.01%
Total 5623 Security Fee	\$ 1,680.00	\$ 3,999.00	-\$ 2,319.00	42.01%	\$ 1,680.00	\$ 3,999.00	-\$ 2,319.00	42.01%
5624 IT Support	1,335.00	1,623.00	-288.00	82.26%	1,335.00	1,623.00	-288.00	82.26%
5626 Office rent	4,818.35	7,500.00	-2,681.65	64.24%	4,818.35	7,500.00	-2,681.65	64.24%
5627 Copier	348.45	249.00	99.45	139.94%	348.45	249.00	99.45	139.94%
5628 Bus wrap repair			0.00		0.00	0.00	0.00	
1-5628 Banff Local - Bus wrap repair		497.00	-497.00	0.00%	0.00	497.00	-497.00	0.00%
2-5628 CB Regional - Bus wrap repair		497.00	-497.00	0.00%	0.00	497.00	-497.00	0.00%
Total 5628 Bus wrap repair	\$ 0.00	\$ 994.00	-\$ 994.00	0.00%	\$ 0.00	\$ 994.00	-\$ 994.00	0.00%
5629 Contract Work		3,750.00	-3,750.00	0.00%	0.00	3,750.00	-3,750.00	0.00%
5630 Utilities	366.58	1,050.00	-683.42	34.91%	366.58	1,050.00	-683.42	34.91%
5631 Customer Centre Support	0.00	3,750.00	-3,750.00	0.00%	0.00	3,750.00	-3,750.00	0.00%
5632 Infrastructure Maintenance	178.50	1,749.00	-1,570.50	10.21%	178.50	1,749.00	-1,570.50	10.21%
Total 5600 Professional/contractual fees	\$ 60,028.91	\$ 55,006.00	\$ 5,022.91	109.13%	\$ 60,028.91	\$ 55,006.00	\$ 5,022.91	109.13%
5700 Advertising and Marketing			0.00		0.00	0.00	0.00	
1-5700 Banff Local	2,262.03	5,499.00	-3,236.97	41.14%	2,262.03	5,499.00	-3,236.97	41.14%
2-5700 CB Regional	4,349.53	5,250.00	-900.47	82.85%	4,349.53	5,250.00	-900.47	82.85%
Total 5700 Advertising and Marketing	\$ 6,611.56	\$ 10,749.00	-\$ 4,137.44	61.51%	\$ 6,611.56	\$ 10,749.00	-\$ 4,137.44	61.51%
5800 Fuel			0.00		0.00	0.00	0.00	
1-5800 Banff Local	28,563.93	37,500.00	-8,936.07	76.17%	28,563.93	37,500.00	-8,936.07	76.17%
2-5800 CB Regional	19,042.65	26,250.00	-7,207.35	72.54%	19,042.65	26,250.00	-7,207.35	72.54%
3-5800 Parks Regional		0.00	0.00		0.00	0.00	0.00	
Total 5800 Fuel	\$ 47,606.58	\$ 63,750.00	-\$ 16,143.42	74.68%	\$ 47,606.58	\$ 63,750.00	-\$ 16,143.42	74.68%
Total Expenses	\$ 393,713.62	\$ 472,665.00	-\$ 78,951.38	83.30%	\$ 393,713.62	\$ 472,665.00	-\$ 78,951.38	83.30%
Net Operating Income	\$ 81,205.52	-\$ 34,355.00	\$ 115,560.52	-236.37%	\$ 81,205.52	-\$ 34,355.00	\$ 115,560.52	-236.37%
Other Income								
7100 Interest Income	1.86		1.86		1.86	0.00	1.86	
7150 Foreign Exchange Gain/Loss	-2,651.14		-2,651.14		-2,651.14	0.00	-2,651.14	
Total Other Income	-\$ 2,649.28	\$ 0.00	-\$ 2,649.28		-\$ 2,649.28	\$ 0.00	-\$ 2,649.28	
Other Expenses								
5900 Amortization Expense	37,500.00	37,500.00	0.00	100.00%	37,500.00	37,500.00	0.00	100.00%
8500 Capital Purchases			0.00		0.00	0.00	0.00	
8501 Bus Wrap			0.00		0.00	0.00	0.00	
2-8501 CB Regional - Bus Wrap	7,500.00		7,500.00		7,500.00	0.00	7,500.00	
Total 8501 Bus Wrap	\$ 7,500.00	\$ 0.00	\$ 7,500.00		\$ 7,500.00	\$ 0.00	\$ 7,500.00	
Total 8500 Capital Purchases	\$ 7,500.00	\$ 0.00	\$ 7,500.00		\$ 7,500.00	\$ 0.00	\$ 7,500.00	
B1 Banff Local Bus Replacement	1,096.24		1,096.24		1,096.24	0.00	1,096.24	
G12 Office IT,PC,Wiring,Tel 1	649.99		649.99		649.99	0.00	649.99	
R12 Bus Security Cameras	100.00		100.00		100.00	0.00	100.00	
R12-1 Banff Local Bus Security Cameras	22,496.40		22,496.40		22,496.40	0.00	22,496.40	
R12-2 CB Bus Security Cameras	14,997.60		14,997.60		14,997.60	0.00	14,997.60	
Total R12 Bus Security Cameras	\$ 37,594.00	\$ 0.00	\$ 37,594.00		\$ 37,594.00	\$ 0.00	\$ 37,594.00	
R5 CB Regional Bus Replacement Nova	1,023.92		1,023.92		1,023.92	0.00	1,023.92	
R6 CB Regional Bus Replacement-Cutaway	72.32		72.32		72.32	0.00	72.32	
Total Other Expenses	\$ 85,436.47	\$ 37,500.00	\$ 47,936.47	227.83%	\$ 85,436.47	\$ 37,500.00	\$ 47,936.47	227.83%
Net Other Income	-\$ 88,085.75	-\$ 37,500.00	-\$ 50,585.75	234.90%	-\$ 88,085.75	-\$ 37,500.00	-\$ 50,585.75	234.90%
Net Income	-\$ 6,880.23	-\$ 71,855.00	\$ 64,974.77	9.58%	-\$ 6,880.23	-\$ 71,855.00	\$ 64,974.77	9.58%

Only Jan. Fule Bill received from TOB. Feb. & Mar. Bills yet to receive from TOB: Accrued Expense Journal Entry has been made for Feb. & Mar.

