

**Bow Valley Regional Transit Services Commission  
Amended 2019 - 2021 Operating Budget**

**ALL ROUTES**

	2017	2018	Q2 2018	2018	2019	2020	2021
	Actual	Budget	Actual	Forecast	Amended Budget	Amended Budget	Amended Budget
<b>INCOME</b>							
4100 Farebox	\$ 887,042	\$ 947,943	\$ 469,468	\$ 1,025,552	\$ 1,549,013	\$ 1,579,186	\$ 1,643,340
4110 Transit Voucher Reimbursement	\$ (40,701)	\$ -	\$ (27,212)	\$ -	\$ -	\$ -	\$ -
<b>Total 4100 Farebox</b>	<b>\$ 846,340</b>	<b>\$ 947,943</b>	<b>\$ 442,256</b>	<b>\$ 1,025,552</b>	<b>\$ 1,549,013</b>	<b>\$ 1,579,186</b>	<b>\$ 1,643,340</b>
4150 Passes	\$ 281,207	\$ 319,895	\$ 177,463	\$ 321,091	\$ 313,031	\$ 319,292	\$ 325,678
4600 SmartCard Fee	\$ 9,706	\$ -	\$ 7,223	\$ -	\$ -	\$ -	\$ -
5710 Vendor Discounts - Pass Purchase	\$ (8,962)	\$ -	\$ (5,978)	\$ -	\$ -	\$ -	\$ -
<b>Total 4150 Passes</b>	<b>\$ 281,951</b>	<b>\$ 319,895</b>	<b>\$ 178,708</b>	<b>\$ 321,091</b>	<b>\$ 313,031</b>	<b>\$ 319,292</b>	<b>\$ 325,678</b>
4200 Advertising & Marketing Revenue	\$ 52,534	\$ 62,525	\$ 25,556	\$ 45,214	\$ 52,418	\$ 53,466	\$ 54,535
1-4200 Banff Local Services	\$ -	\$ -	\$ -	\$ (8)	\$ -	\$ -	\$ -
5714 Bus Advertising Costs	\$ (800)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5715 Commission	\$ (6,539)	\$ (12,505)	\$ (4,200)	\$ (4,200)	\$ (12,818)	\$ (13,075)	\$ (13,336)
<b>Total 4200 Advertising &amp; Marketing Revenue</b>	<b>\$ 45,196</b>	<b>\$ 50,020</b>	<b>\$ 22,478</b>	<b>\$ 41,006</b>	<b>\$ 39,600</b>	<b>\$ 40,391</b>	<b>\$ 41,199</b>
4300 Partner Programs	\$ 405,890	\$ 425,379	\$ 208,903	\$ 417,806	\$ 427,524	\$ 436,074	\$ 444,795
1-4300 Partner Program - Banff Local	\$ 11	\$ -	\$ 536	\$ 536	\$ -	\$ -	\$ -
2-4300 Patner Program - Canmore Regional	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total 4300 Partner Programs</b>	<b>\$ 405,900</b>	<b>\$ 425,379</b>	<b>\$ 209,439</b>	<b>\$ 418,342</b>	<b>\$ 427,524</b>	<b>\$ 436,074</b>	<b>\$ 444,795</b>
4500 Other Recoveries	\$ 27,393	\$ -	\$ 21,913	\$ 23,222	\$ 79,649	\$ 76,959	\$ 78,499
4700 Charter Sales	\$ 1,534	\$ 3,588	\$ -	\$ -	\$ 2,000	\$ 2,020	\$ 2,040
4750 Route Detour Fee	\$ 120	\$ 513	\$ 60	\$ 60	\$ 400	\$ 404	\$ 408
4830 Other Income	\$ 23,471	\$ 25,000	\$ 176	\$ 25,000	\$ -	\$ -	\$ -
4900 Grant Income	\$ 7,136	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Income Before Requisitions</b>	<b>\$ 1,639,040</b>	<b>\$ 1,772,338</b>	<b>\$ 875,031</b>	<b>\$ 1,854,273</b>	<b>\$ 2,411,217</b>	<b>\$ 2,454,326</b>	<b>\$ 2,535,959</b>
<b>Requisitions - Capital</b>							
4410-1 Capital Requisition - TOB	\$ 125,068	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4410-2 Capital Requisition - TOC	\$ 51,808	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4410-5 Capital Requisition - ID9	\$ 14,045	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Requisitions - Capital</b>	<b>\$ 190,920</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Requisitions - Operating</b>							
4420-1 Operating Requisition - TOB	\$ 641,101	\$ 911,390	\$ 401,417	\$ 911,390	\$ 950,050	\$ 1,257,348	\$ 1,409,930
4420-2 Operating Requisition - TOC	\$ 560,314	\$ 718,771	\$ 362,772	\$ 718,771	\$ 831,322	\$ 849,379	\$ 866,370
4420-5 Operating Requisition - ID9	\$ 20,000	\$ 148,357	\$ 76,429	\$ 148,357	\$ 721,003	\$ 728,595	\$ 731,754
<b>Total Requisitions - Operating</b>	<b>\$ 1,221,415</b>	<b>\$ 1,778,517</b>	<b>\$ 840,618</b>	<b>\$ 1,778,517</b>	<b>\$ 2,502,375</b>	<b>\$ 2,835,321</b>	<b>\$ 3,008,054</b>
<b>Requisition Recoveries (Non-partners)</b>	<b>\$ 208,527</b>	<b>\$ 181,435</b>	<b>\$ -</b>	<b>\$ 231,587</b>	<b>\$ 587,824</b>	<b>\$ 373,226</b>	<b>\$ 449,705</b>
<b>TOTAL INCOME</b>	<b>\$ 3,259,903</b>	<b>\$ 3,732,290</b>	<b>\$ 1,715,649</b>	<b>\$ 3,864,377</b>	<b>\$ 5,501,416</b>	<b>\$ 5,662,873</b>	<b>\$ 5,993,718</b>
<b>EXPENSES</b>							
<b>Advertising &amp; Marketing Expenses</b>							
5226 Drivers recruitment	\$ 8,865	\$ 9,408	\$ 6,801	\$ 9,407	\$ 15,518	\$ 15,709	\$ 15,903
5616 Recruitment Costs - Admin	\$ 669	\$ 4,453	\$ 306	\$ 306	\$ 3,539	\$ 3,610	\$ 3,682
5700 Advertising and Marketing	\$ 75,254	\$ 93,400	\$ 22,507	\$ 44,641	\$ 132,560	\$ 140,831	\$ 143,863
<b>Total Advertising &amp; Marketing Expenses</b>	<b>\$ 84,789</b>	<b>\$ 107,261</b>	<b>\$ 29,613</b>	<b>\$ 54,354</b>	<b>\$ 151,617</b>	<b>\$ 160,150</b>	<b>\$ 163,448</b>
<b>Contracted Services / Professional Fees</b>							
5200 Operating Contracts	\$ 14,204	\$ 48,300	\$ 9,508	\$ 34,955	\$ 122,140	\$ 144,725	\$ 275,616
5364 Brinks service fees	\$ 6,509	\$ 7,741	\$ 3,167	\$ 7,683	\$ 10,034	\$ 10,235	\$ 10,440
5611 Accounting Fees	\$ 43,917	\$ 20,000	\$ 31,424	\$ 31,424	\$ 13,000	\$ 13,260	\$ 13,525
5612 Payroll service fee	\$ 3,130	\$ 4,139	\$ 1,709	\$ 3,417	\$ 5,696	\$ 5,808	\$ 5,925
5615 Legal Fees	\$ -	\$ 2,288	\$ 265	\$ 265	\$ 4,884	\$ 4,786	\$ 4,893
5623 Security Fee	\$ 5,740	\$ 14,350	\$ 3,990	\$ 9,975	\$ 14,700	\$ 14,994	\$ 15,294
5624 IT Support	\$ 5,714	\$ 8,437	\$ 2,889	\$ 5,777	\$ 12,985	\$ 12,225	\$ 12,489
5629 Contract Work	\$ 13,218	\$ 70,000	\$ 3,876	\$ 67,618	\$ 65,500	\$ 78,977	\$ 80,496
<b>Total Contracted Services / Professional Fees</b>	<b>\$ 92,433</b>	<b>\$ 175,255</b>	<b>\$ 56,826</b>	<b>\$ 161,114</b>	<b>\$ 248,939</b>	<b>\$ 285,010</b>	<b>\$ 418,678</b>
<b>Fuel Expense</b>							
5270 Fuel	\$ 304,455	\$ 421,877	\$ 198,797	\$ 421,715	\$ 695,906	\$ 717,398	\$ 731,671
<b>Total Fuel Expense</b>	<b>\$ 304,455</b>	<b>\$ 421,877</b>	<b>\$ 198,797</b>	<b>\$ 421,715</b>	<b>\$ 695,906</b>	<b>\$ 717,398</b>	<b>\$ 731,671</b>
<b>General Operating Expenses</b>							
5351 Office Supplies	\$ 20,982	\$ 12,500	\$ 3,224	\$ 6,448	\$ 17,915	\$ 17,784	\$ 18,172
5352 Bank Service Charges	\$ 5,936	\$ 5,844	\$ 3,082	\$ 6,164	\$ 8,960	\$ 8,640	\$ 8,833
5353 Janitorial Supplies & Services	\$ 38	\$ 1,640	\$ 569	\$ 1,138	\$ 1,000	\$ 1,020	\$ 1,040
5354 Postage and Office Delivery	\$ 433	\$ 1,636	\$ 293	\$ 586	\$ 2,769	\$ 2,627	\$ 2,691
5355 Miscellaneous Expense	\$ 1,399	\$ 5,582	\$ 74	\$ 2,148	\$ 5,000	\$ 5,000	\$ 5,000
5357 Cell Phone	\$ 4,848	\$ 10,576	\$ 5,688	\$ 11,377	\$ 17,480	\$ 17,880	\$ 18,289
5358 Office Phone	\$ 8,216	\$ 7,689	\$ 4,785	\$ 9,192	\$ 10,160	\$ 9,843	\$ 10,040
5359 Board meeting expense	\$ 537	\$ 1,267	\$ -	\$ 750	\$ 1,300	\$ 1,326	\$ 1,353
5360 Cash over/short	\$ 623	\$ -	\$ 0	\$ 0	\$ -	\$ -	\$ -
5391 Interest & Penalties	\$ 713	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5626 Office Rent	\$ 31,649	\$ 41,200	\$ 19,433	\$ 38,866	\$ 41,000	\$ 41,820	\$ 42,657
5627 Copier	\$ 2,739	\$ 3,246	\$ 1,840	\$ 3,679	\$ 3,200	\$ 3,264	\$ 3,329
5630 Utilities	\$ 3,448	\$ 3,588	\$ 2,120	\$ 4,240	\$ 4,340	\$ 4,427	\$ 4,516
<b>Total General Operating Expenses</b>	<b>\$ 81,559</b>	<b>\$ 94,768</b>	<b>\$ 41,108</b>	<b>\$ 84,589</b>	<b>\$ 113,124</b>	<b>\$ 113,631</b>	<b>\$ 115,920</b>
<b>Infrastructure Maintenance</b>							
5430 Parks Canada Land Rent	\$ 400	\$ 282	\$ 150	\$ 350	\$ 400	\$ 409	\$ 418
5632 Infrastructure Maintenance Expense	\$ 33,748	\$ 19,462	\$ 9,796	\$ 20,333	\$ 27,910	\$ 31,702	\$ 32,367
<b>Total Infrastructure Maintenance</b>	<b>\$ 34,148</b>	<b>\$ 19,744</b>	<b>\$ 9,946</b>	<b>\$ 20,683</b>	<b>\$ 28,310</b>	<b>\$ 32,111</b>	<b>\$ 32,785</b>

*JB 3/4/19*

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**ALL ROUTES**

	2017	2018	Q2 2018	2018	2019	2020	2021
	Actual	Budget	Actual	Forecast	Amended Budget	Amended Budget	Amended Budget
<b>Insurance Expense</b>							
5310 General Liability Insurance	\$ 3,603	\$ 5,000	\$ 1,710	\$ 3,630	\$ 4,500	\$ 4,590	\$ 4,682
5320 Fleet insurance	\$ 30,369	\$ 39,634	\$ 18,732	\$ 40,736	\$ 76,652	\$ 75,344	\$ 77,141
<b>Total Insurance Expense</b>	<b>\$ 33,972</b>	<b>\$ 44,634</b>	<b>\$ 20,442</b>	<b>\$ 44,366</b>	<b>\$ 81,152</b>	<b>\$ 79,934</b>	<b>\$ 81,823</b>
<b>Software Fees &amp; Licences</b>							
5362 Software and License Fees	\$ 12,623	\$ 8,600	\$ 2,504	\$ 6,648	\$ 32,654	\$ 32,453	\$ 33,121
5617 Website	\$ 1,614	\$ 4,820	\$ 3,638	\$ 6,875	\$ 10,550	\$ 10,260	\$ 10,486
5620 Web hosting and Software License (annual fee - Trapeze)	\$ 61,753	\$ 59,383	\$ 17,576	\$ 39,359	\$ 86,867	\$ 91,551	\$ 93,081
5622 Arrival Prediction Solution	\$ 48,603	\$ 65,799	\$ 22,235	\$ 50,575	\$ 44,254	\$ 48,207	\$ 49,243
<b>Total Software Fees &amp; Licences</b>	<b>\$ 124,594</b>	<b>\$ 138,602</b>	<b>\$ 45,953</b>	<b>\$ 103,457</b>	<b>\$ 174,325</b>	<b>\$ 182,471</b>	<b>\$ 185,931</b>
<b>Training, Travel &amp; Meals</b>							
5171 Conference Fees	\$ 900	\$ 4,000	\$ 915	\$ 915	\$ 7,354	\$ 7,501	\$ 7,651
5172 Meals & Travel	\$ 10,108	\$ 13,839	\$ 3,421	\$ 8,019	\$ 14,183	\$ 14,467	\$ 14,756
5173 Training	\$ 1,479	\$ 3,175	\$ 300	\$ 600	\$ 2,025	\$ 1,555	\$ 1,597
5180 Travel Expense	\$ 597	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5181 Mileage	\$ 2,450	\$ 7,918	\$ 1,713	\$ 7,978	\$ 9,926	\$ 9,611	\$ 9,809
5227 Driver Training	\$ 2,793	\$ 8,050	\$ 834	\$ 8,606	\$ 3,101	\$ 3,163	\$ 3,226
5356 Memberships	\$ 3,297	\$ 4,695	\$ 2,536	\$ 4,695	\$ 4,813	\$ 4,909	\$ 5,007
5619 Business Hosting Expenses	\$ 1,274	\$ 1,538	\$ 97	\$ 97	\$ 1,576	\$ 1,608	\$ 1,640
<b>Total Training, Travel &amp; Meals</b>	<b>\$ 22,898</b>	<b>\$ 43,215</b>	<b>\$ 9,817</b>	<b>\$ 30,911</b>	<b>\$ 42,978</b>	<b>\$ 42,814</b>	<b>\$ 43,686</b>
<b>Vehicle Expenses</b>							
5225 Drivers uniforms	\$ 5,940	\$ 18,875	\$ 5,879	\$ 12,559	\$ 32,657	\$ 33,031	\$ 33,412
5228 Driver recognition	\$ 2,109	\$ 2,350	\$ 350	\$ 700	\$ 2,402	\$ 2,451	\$ 2,500
5229 Auto	\$ -	\$ -	\$ -	\$ -	\$ 12,240	\$ -	\$ -
5250 Parts	\$ 236,032	\$ 171,913	\$ 81,608	\$ 155,911	\$ 298,362	\$ 308,775	\$ 381,409
5251 Parts - Accident Related	\$ -	\$ -	\$ 380	\$ 380	\$ -	\$ -	\$ -
5255 Vehicle Supplies	\$ 18,190	\$ 19,588	\$ 14,745	\$ 30,101	\$ 42,544	\$ 54,006	\$ 55,086
5260 Maintenance Labour	\$ 293,510	\$ 315,225	\$ 163,179	\$ 327,150	\$ 535,749	\$ 555,125	\$ 567,376
5410 Bus Lease	\$ 59,250	\$ 60,731	\$ 29,625	\$ 59,250	\$ 60,000	\$ 61,200	\$ 62,424
5420 Bus Storage	\$ 34,800	\$ 56,142	\$ 20,515	\$ 42,274	\$ 64,074	\$ 71,296	\$ 90,609
5628 Bus wrap repair	\$ 895	\$ 5,166	\$ 695	\$ 4,465	\$ 9,171	\$ 8,855	\$ 9,053
<b>Total Vehicle Expenses</b>	<b>\$ 650,727</b>	<b>\$ 649,990</b>	<b>\$ 316,977</b>	<b>\$ 632,790</b>	<b>\$ 1,057,199</b>	<b>\$ 1,094,739</b>	<b>\$ 1,201,869</b>
<b>Wages &amp; Benefits - Administrative</b>							
5110 Wages - Administrative	\$ 201,404	\$ 342,975	\$ 128,914	\$ 293,818	\$ 377,317	\$ 379,720	\$ 387,348
5131 CPP & EI	\$ 9,042	\$ 18,000	\$ 8,078	\$ 12,932	\$ 14,883	\$ 15,180	\$ 15,484
5133 Health Benefits	\$ 6,999	\$ 21,513	\$ 3,729	\$ 9,814	\$ 11,701	\$ 11,935	\$ 12,174
5134 LAPP	\$ 28,418	\$ 48,001	\$ 14,733	\$ 31,293	\$ 37,182	\$ 37,926	\$ 38,684
5135 WCB	\$ 2,701	\$ 3,000	\$ 1,238	\$ 4,736	\$ 5,628	\$ 5,741	\$ 5,856
<b>Total Wages &amp; Benefits - Administrative</b>	<b>\$ 248,565</b>	<b>\$ 433,489</b>	<b>\$ 156,691</b>	<b>\$ 352,592</b>	<b>\$ 446,711</b>	<b>\$ 450,502</b>	<b>\$ 459,546</b>
<b>Wages &amp; Benefits - Customer Support</b>							
5631 Wages - Customer Centre Support	\$ 49,915	\$ 58,064	\$ 25,109	\$ 58,064	\$ 90,652	\$ 92,647	\$ 94,663
5633 Customer Centre Support CPP & EI	\$ -	\$ -	\$ -	\$ -	\$ 11,928	\$ 12,167	\$ 12,410
5634 Customer Centre Support WCB	\$ -	\$ -	\$ -	\$ -	\$ 1,125	\$ 1,148	\$ 1,171
<b>Total Wages &amp; Benefits - Customer Support</b>	<b>\$ 49,915</b>	<b>\$ 58,064</b>	<b>\$ 25,109</b>	<b>\$ 58,064</b>	<b>\$ 103,705</b>	<b>\$ 105,962</b>	<b>\$ 108,244</b>
<b>Wages &amp; Benefits - Drivers</b>							
5221 Drivers Wages	\$ 978,068	\$ 1,147,333	\$ 530,672	\$ 1,148,794	\$ 1,725,989	\$ 1,757,769	\$ 1,797,159
5223 Drivers Wages - Training	\$ -	\$ -	\$ 41,242	\$ 42,098	\$ 84,250	\$ 82,769	\$ 83,825
5231 Drivers CPP & EI	\$ 66,687	\$ 62,176	\$ 48,086	\$ 107,980	\$ 83,508	\$ 100,784	\$ 102,800
5232 LAPP (drivers and MO)	\$ 86,235	\$ 99,280	\$ 41,500	\$ 86,572	\$ 85,662	\$ 81,303	\$ 82,929
5233 Health Benefits (drivers and MO)	\$ 54,955	\$ 57,161	\$ 31,150	\$ 65,055	\$ 65,097	\$ 61,763	\$ 63,000
5234 WCB	\$ 24,533	\$ 30,086	\$ 11,231	\$ 23,365	\$ 23,039	\$ 21,843	\$ 22,281
<b>Total Wages &amp; Benefits - Drivers</b>	<b>\$ 1,210,478</b>	<b>\$ 1,396,036</b>	<b>\$ 703,881</b>	<b>\$ 1,473,865</b>	<b>\$ 2,067,545</b>	<b>\$ 2,106,231</b>	<b>\$ 2,151,994</b>
<b>Wages &amp; Benefits - Operations</b>							
5220 Wages - Operations	\$ 145,918	\$ 149,355	\$ 77,530	\$ 150,638	\$ 252,430	\$ 253,696	\$ 259,135
5281 Operations CPP & EI	\$ -	\$ -	\$ -	\$ -	\$ 7,645	\$ 7,799	\$ 7,956
5282 Operations LAPP	\$ -	\$ -	\$ -	\$ -	\$ 19,894	\$ 20,291	\$ 20,698
5283 Operations Health Benefits	\$ -	\$ -	\$ -	\$ -	\$ 7,061	\$ 7,202	\$ 7,345
5284 Operations WCB	\$ -	\$ -	\$ -	\$ -	\$ 2,875	\$ 2,932	\$ 2,990
<b>Total Wages &amp; Benefits - Operations</b>	<b>\$ 145,918</b>	<b>\$ 149,355</b>	<b>\$ 77,530</b>	<b>\$ 150,638</b>	<b>\$ 289,905</b>	<b>\$ 291,920</b>	<b>\$ 298,124</b>
<b>Total Expenses Before Amortization</b>	<b>\$ 3,084,450</b>	<b>\$ 3,732,290</b>	<b>\$ 1,692,690</b>	<b>\$ 3,589,137</b>	<b>\$ 5,501,416</b>	<b>\$ 5,662,873</b>	<b>\$ 5,993,719</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>\$ 175,453</b>	<b>\$ -</b>	<b>\$ 22,959</b>	<b>\$ 275,240</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ (1)</b>
<b>Other Income</b>							
4810 Interest Income	\$ 4,742	\$ -	\$ 2,162	\$ 2,162	\$ -	\$ -	\$ -
4820 Foreign Exchange Gain/Loss	\$ (548)	\$ -	\$ 357	\$ -	\$ -	\$ -	\$ -
5950 Loss on Sale of TCA	\$ (137,360)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Income</b>	<b>\$ (133,166)</b>	<b>\$ -</b>	<b>\$ 2,519</b>	<b>\$ 2,162</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Expenses</b>							
5900 Amortization Expense	\$ 273,813	\$ 299,920	\$ 149,964	\$ 299,920	\$ 626,159	\$ 702,548	\$ 702,548
Exchange Gain or Loss	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Other Expenses</b>	<b>\$ 273,813</b>	<b>\$ 299,920</b>	<b>\$ 149,964</b>	<b>\$ 299,920</b>	<b>\$ 626,159</b>	<b>\$ 702,548</b>	<b>\$ 702,548</b>
<b>NET INCOME</b>	<b>\$ (231,526)</b>	<b>\$ (299,920)</b>	<b>\$ (124,486)</b>	<b>\$ (22,518)</b>	<b>\$ (626,159)</b>	<b>\$ (702,548)</b>	<b>\$ (702,549)</b>