

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

BVRTSC Boardroom – 221 Beaver Street, Banff, AB.

**AGENDA
May 8, 2019 2:00 – 4:00 pm**

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the April 10, 2019 Regular Meeting Minutes (attached)
4. Old Business (including Standing Items)
 - a) CAO's Monthly Report
 - b) Bring Forward List of Pending Items
 - c) Transit Service Monthly Statistics (attached)
5. New Business
 - a) Parks Canada Lake Louise Overview (Jed Cochrane/Judy Glowinski) (For Information Only)
 - b) 2019 Q1 Financial results and KPIs (For Information Only)
 - c) **BVRTSC18-17** Report on transit bus maintenance intervals (For Information Only)
 - d) BVRTSC Board Meeting Location – Davina Bernard (verbal update)
6. Adjournment

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

BVRTSC Boardroom – 221 Beaver Street, Banff, AB.

MINUTES

April 10, 2019 2:00 – 4:00 pm

BOARD MEMBERS PRESENT

Davina Bernard, ID#9 – Chair
Brian Standish, Town of Banff
Vi Sandford, Town of Canmore
Joanna McCallum, Town of Canmore
Chip Olver, Town of Banff

BOARD MEMBERS ABSENT

Dave Schebek, ID#9

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager of Operations
Andrea Stuart, Financial Controller

BVRTSC ADMINISTRATION ABSENT

ADMINISTRATION PRESENT

Stephen Allan, Town of Banff
Claire Ellick, Town of Canmore
Alex Kolesch, Parks Canada
Patti Youngberg, Parks Canada
Danielle Morine, ID9

ADMINISTRATION ABSENT

GUESTS PRESENT

Calvin Scott – Avail LLP

1. Call to Order

Davina Bernard calls the meeting to order at 2:01PM

2. Approval of the Agenda

BVRTSC19-20 - Davina Bernard moves to approve agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the March 13, 2019 Regular Meeting Minutes (attached)

BVRTSC19-21 - Davina Bernard moves to approve the minutes as presented.

CARRIED UNANIMOUSLY

4. Presentation

New Business item - 2019-04.02 2018 Reserve Transfers (Request for Decision)

BVRTSC19-22 - Davina Bernard moves to approve the reserve transfers presented in the 2018 financial results for the following items:

- 1) 2018 Operating Surplus of \$396,895.37 to be transferred as follows
 - a. \$309,826.16 to the Town of Banff Operating Reserve
 - b. \$8,947.01 to the Town of Canmore Operating Reserve
 - c. \$77,172.20 to the ID#9 Operating Reserve
 - d. \$950.00 to the BVRTSC Operating Reserve

CARRIED UNANIMOUSLY

- Presentation of 2018 audited financial statements (Calvin Scott, Avail LLP) (Request for Decision)

BVRTSC19-23 - Davina Bernard moves to approve the financial statements for 2018 as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CAO's Monthly Report
- b) Bring Forward List of Pending Items
- c) Transit Service Monthly Statistics (attached)

5. New Business

a) 2019-04.01 Briefing – Universal Pass Revenue Allocation (Request for Decision)

BVRTSC19-24 - Davina Bernard makes motion that the Commission direct Administration to use Method 2 for the Universal Summer Day Pass revenue allocation for the summer of 2019.

CARRIED UNANIMOUSLY

BVRTSC19-25 - Vi Sanford moves to amend the motion **BVRTSC19-24** to remove “summer of 2019” and replace it with “from May 17th to Sept 15, 2019”.

CARRIED UNANIMOUSLY

b) 2019-04.03 Staff Accommodation (Request for Decision)

BVRTSC19-26 - Davina Bernard moves to direct Commission Administration to further investigate and report back by June Commission meeting on the cost and feasibility of adding a staff accommodation component to the construction of the transit storage building utilizing existing GreenTRIP funding, with the understanding that the BVRTSC will be entering a long-term lease on the entire building with operating costs being allocated amongst Commission partners.

CARRIED UNANIMOUSLY

BVRTSC19-27 - Davina Bernard moves to direct administration to prepare feasibility analysis on the cost of providing and operating staff accommodation for Roam employees on both an immediate and long-term basis.

CARRIED UNANIMOUSLY

Chip Olver recommends Administration connect with Sharon Oakley at Town of Banff for insight on housing/accommodation within Banff.

c) 2019-04.04 Election Day Transportation (Request for Decision)

BVRTSC19-28 - Davina Bernard moves that on Election Day, April 16th, 2019, passengers traveling locally on Roam Transit services are given free passage for the purposes of voting upon request.

CARRIED UNANIMOUSLY

- d) Formation of Committee for CAO remuneration review (verbal – Davina Bernard)

BVRTSC19-29 – Davina Bernard moves to create a sub-committee focused on CAO remuneration review and policy members to be Davina Bernard - ID9, Brian Standish - Town of Banff, Joanna McCallum - Town of Canmore.

CARRIED UNANIMOUSLY

- e) Discussion of potential strategic planning session (verbal – Davina Bernard)

6. Adjournment

BVRTSC19-30 - Davina Bernard moves to adjourn at 4:17PM

CARRIED UNANIMOUSLY

Bow Valley Regional Transit Services Commission



CAO Report

CAO Update – May 2019

- **Financial:**

- The BVRTSC is currently waiting on approval of the Investing in Canada Plan projects for which applications were sent in last December. The key time sensitive project that we are anticipating the federal funding for is the purchase of two electric buses for delivery in Spring 2020.
- With the delay in the approval of the ICIP funding, we may be faced with a shortfall in guaranteed funding for the purchase of the two electric buses we need to have in place for the 2020 Spring season. Currently there is \$566,000 approved through TOB in municipal funding and the requirement would be for a total of \$900,000 should ICIP not be in place, leaving a \$334,000 shortfall. The options will be discussed with TOB administration over the next month to determine the best solution.

- **LLB Regional Service:**

- MCI buses are in Banff and ready to go into service, with the exception of one bus that is currently being wrapped. Training has been completed for maintenance and initial driver training, with more training to occur over the next few weeks.

- **Banff Local Service:**

- Schedules are set for the summer to begin on May 17th, with frequency increases on Routes 1 and 2 and the start of Routes 4 and 7.
- Paving on Banff Avenue over the next few weeks will cause some disruptions to transit stops and we are working with TOB to ensure messaging is effective and timely for customers.

- **CB Regional Service:**

- The bicycle queuing area at the Banff High School Transit Hub has been set up, with informational signage being prepared for the May long weekend.

- The second Regional bus to be refurbished is part way through the process at Big Rig Collision in Calgary and will be back prior to the summer season in May.
- **Canmore Local Service:**
 - A presentation was recently given to Canmore Council with an overview of Roam services and outlining the proposed changes for Canmore local service. A key message given for the change in service is the improvement of frequency and convenience for most residents and visitors. The changes will have a positive impact for the vast majority of riders.
 - The elimination of service to the Canmore Nordic Centre will have a very positive impact on travel times and potential ridership to and from the Three Sisters area. The Nordic centre had an average of one rider every four trips utilizing the service. Future service to that area will continue to be considered, potentially utilizing a separate bus from the regular Canmore local service.
- **General:**
 - Driver Recruitment
 - Our team has achieved success in hiring over twenty drivers for this summer, all with the appropriate licenses for bus driving.
 - OnIt service details have been finalized for the summer. Service levels will be similar to last year, with some reductions on non-performing schedules. The addition of a Friday night trip during the peak summer months will assist in determining whether the hotel and campground market will use a regional transit service.
 - With the change to the UCP in Alberta, the new cabinet was recently announced, with Ric McIver being named as Minister of Transportation as noted in the bio excerpt from the Alberta Government website:

Ric McIver was appointed as Alberta's Transportation Minister on April 30, 2019. McIver is uniquely positioned, having previously served in this role, during which time he negotiated the agreement with the Tsuu T'ina Nation on the completion of the southwest portion of Calgary's Ring Road. He will bring his experience to his portfolio as he works to get Alberta back on track and return it to a place of opportunity for all our children and grandchildren.



Bow Valley *R*egional Transit Services Commission



Bring Forward List

BRING FORWARD LIST OF ITEMS PENDING (as of May 2019)

ITEM	Date Initiated	Pending Date	Comments:
BVRTSC18-17 Davina Bernard moves that administration return a report by August meeting reviewing major mechanical upgrades scheduled to understand if they should be done earlier based on current mileage/usage.	April 2018	Spring/ Summer 2019	To be completed at May meeting
BVRTSC19-06 Davina Bernard makes a motion for Administration to proceed with a pilot universal summer day pass for \$25 from May 18 th to Sept 15 th ; Administration to bring back a report in April outlining revenue splitting options and recommendation.	February 2018	Complete	Recommendations have been approved for revenue splitting.
BVRTSC19-26 - Davina Bernard moves to direct Commission Administration to further investigate and report back by June Commission meeting on the cost and feasibility of adding a staff accommodation component to the construction of the transit storage building utilizing existing GreenTRIP funding, with the understanding that the BVRTSC will be entering a long-term lease on the entire building with operating costs being allocated amongst Commission partners.	April 2019	June 2019	
BVRTSC19-27 - Davina Bernard moves to direct administration to prepare feasibility analysis on the cost of providing and operating staff accommodation for Roam employees on both an immediate and long-term basis.	April 2019	TBA	

Bow Valley Regional Transit Services Commission Ridership and Revenue Statistics



Month	Type	Banff Local	Canmore Local	Canmore - Banff Regional	Lake Louise - Banff Regional
April	Bikes	58	116	545	5
	Strollers	71	113	27	2
	Winter Sports	1393	38	507	31

Observations:

April Observations:

- Token Transit - Continued uptake in 'Token Trips'.
 - Banff Local Routes 1 and 2 Token trips slight decrease from 2,891 in March to 2,345 in April.
 - Canmore – Banff Regional Route 3 Token trips similar to March with 3,056 and 3,049 in April.
- Banff Local Routes combined up 2.6% over April 2018.
 - 3.6% decrease on Route 1 ridership over April 2018
 - 10% increase on Route 2 ridership over April 2018.

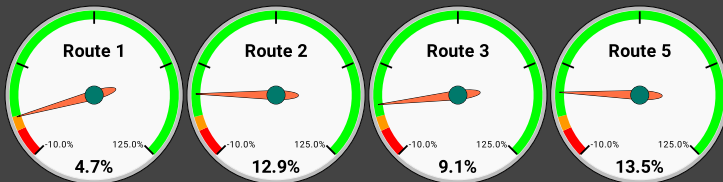
- Slight revenue increase of 3% compared to March 2018.
- Route 3 April ridership up 7% compared to April 2018.
 - Regional March revenue exactly the same as March 2018! (Slight increase in cash revenue and slight decrease in pass revenue compared to 2018 – but end result is exactly the same – 0% change.
- Route 5 April ridership up 16% over April 2018!
 - March revenues down slightly at -7.6% - equates to a \$700 difference compared to March 2018.
- Route 7 ridership at 1,136 for April.
- Route 8 ridership at 2,926 for April, up from previous month at 2,920.
 - March revenue of \$22,633

	Route 1 (Sulphur Mtn / Banff Ave)					Route 2 (Tunnel Mtn / Banff Springs Hotel)					Route 4 (Cave and Basin)					Banff Local Combined Totals (Routes 1, 2, 4)					
Month	2016	2017	2018	2019	% Change	2016	2017	2018	2019	% Change	2016	2017	2018	2019	% Change	2015	2016	2017	2018	2019	% Change
January	19,391	23,567	26,302	28,901	9.9%	22,261	24,429	22,257	27,346	22.9%						41,973	41,652	48,343	48,559	56,247	15.8%
February	20,973	27,697	27,800	29,757	7.0%	22,446	24,820	23,662	26,543	12.2%						41,240	43,419	52,517	51,462	56,300	9.4%
March	24,034	31,830	32,424	34,259	5.7%	23,928	24,474	25,551	27,343	7.0%						46,484	47,962	56,304	57,975	61,602	6.3%
April	18,226	29,233	28,441	27,420	-3.6%	16,355	18,736	20,632	22,763	10.3%	0	296				37,483	34,581	47,953	49,073	50,183	2.3%
May	30,882	38,054	0	0	0.0%	22,549	25,146	0	0	0.0%	331	388	0	0	0.0%	52,462	53,762	64,807	0	0	0.0%
June	37,896	42,032	0	0	0.0%	26,196	29,851	0	0	0.0%	586	1,073	0	0	0.0%	64,295	64,678	72,956	0	0	0.0%
July	50,540	56,676	0	0	0.0%	31,655	38,958	0	0	0.0%	951	2,005	0	0	0.0%	79,171	83,146	97,639	0	0	0.0%
August	52,621	58,460	0	0	0.0%	32,553	40,767	0	0	0.0%	830	2,057	0	0	0.0%	81,401	86,004	101,284	0	0	0.0%
September	37,009	41,716	0	0	0.0%	24,406	30,362	0	0	0.0%	676	1,125	0	0	0.0%	60,204	62,091	74,565	0	0	0.0%
October	24,252	25,934	0	0	0.0%	15,358	16,819	0	0	0.0%		527				35,371	39,610	42,753	0	0	0.0%
November	20,240	22,239	0	0	0.0%	17,004	16,947	0	0	0.0%						33,785	37,244	38,513	0	0	0.0%
December	27,465	27,379	0	0	0.0%	23,551	23,878	0	0	0.0%						44,156	51,016	52,818	0	0	0.0%
YTD	363,529	424,817	114,967	120,337	4.7%	278,262	315,187	92,102	103,995	12.9%	3,374	7,471	0	0	0.0%	618,025	641,791	750,452	207,069	224,332	8.3%

	Route 3 (Canmore-Banff Regional)					Route 5 (Canmore Local)					Route 6 (Minnewanka)				Route 7 (Banff Centre)			Route 8X (Express Lake Louise - Banff Regional)		
Month	2016	2017	2018	2019	% Change	2016	2017	2018	2019	% Change	2017	2018	2019	% Change	2018	2019	% Change	2018	2019	% Change
January	8,502	9,892	13,153	15,486	17.7%		6,551	8,392	10,225	21.8%					1,431				4,123	
February	8,081	10,182	12,371	12,849	3.9%		5,864	8,264	8,913	7.9%					1,815				2,920	
March	8,137	11,435	13,932	14,982	7.5%		7,206	8,884	9,643	8.5%					1,579				3,306	
April	7,911	9,942	13,695	14,672	7.1%		4,803	7,876	9,144	16.1%					1,136				2,926	
May	9,753	11,841	0	0	0.0%		6,225	0	0	0.0%	4,023	3,882	0	-100.0%	0				0	
June	10,831	12,690	0	0	0.0%		6,414	0	0	0.0%	9,058	8,795	0	-100.0%	0				0	
July	11,513	13,258	0	0	0.0%		6,088	0	0	0.0%	15,975	13,793	0	-100.0%	0				0	
August	11,089	12,760	0	0	0.0%		6,164	0	0	0.0%	17,192	12,980	0	-100.0%	0				0	
September	9,720	11,794	0	0	0.0%		5,327	0	0	0.0%	4,016	5,044	0	-100.0%	0				0	
October	9,881	12,134	0	0	0.0%		6,442	0	0	0.0%					796	0	-100.0%	4,916	0	-100.0%
November	11,164	12,432	0	0	0.0%	8,570	7,791	0	0	0.0%					1,581	0	-100.0%	4,663	0	-100.0%
December	9,999	11,748	0	0	0.0%	7,597	6,934	0	0	0.0%					1,006	0	-100.0%	4,400	0	-100.0%
YTD	116,581	140,108	53,151	57,989	9.1%	16,167	75,809	33,416	37,925	13.5%	50,264	44,494	0	-100.0%	3,383	5,961	-100.0%	13,979	13,275	-100.0%

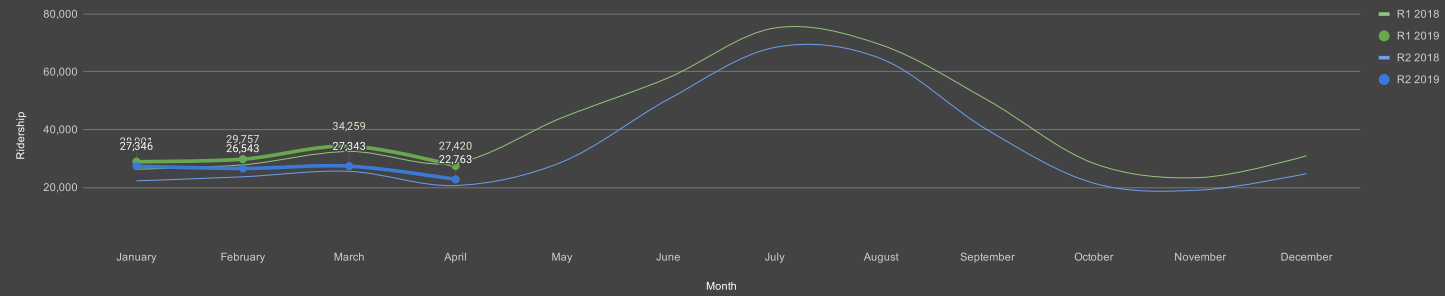
	Route 8S (Scenic Lake Louise - Banff Regional)		Route 9 (Johnston Canyon)		On-It (Calgary Regional)			
Month	2019	% Change	2019	% Change	2017	2018	2019	% Change
January								
February								
March								
April								
May					0	1,018	0	-100.0%
June	0		0		1,197	2,120	0	-100.0%
July	0		0		4,198	3,746	0	-100.0%
August	0		0		4,789	3,592	0	-100.0%
September	0		0		1,522	1,359	0	-100.0%
October								
November								
December								
YTD	0	0.0%	0	0.0%	11,706	10,727	0	-100.0%

Year to Date % Ridership Change - Comparing 2018 to 2019



Monthly Ridership Comparisons by Year

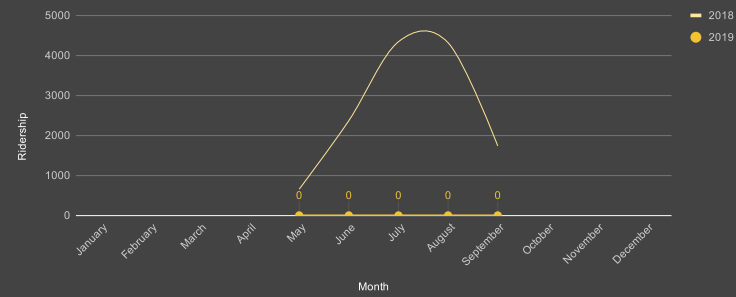
Banff Local (Routes 1 and 2) Ridership Comparison



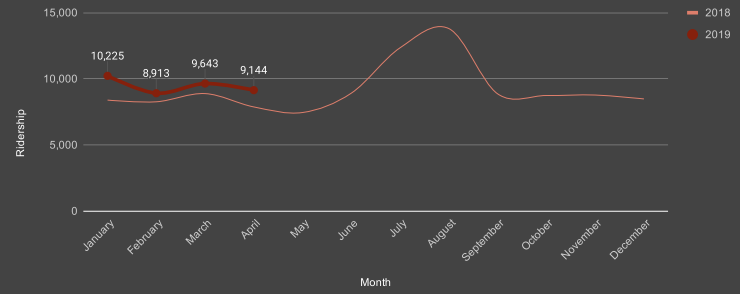
Canmore - Banff Regional (Route 3) Ridership Comparison



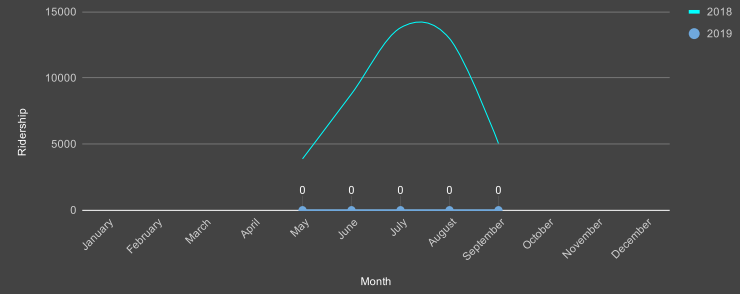
Banff Local (Route 4) Ridership Comparison



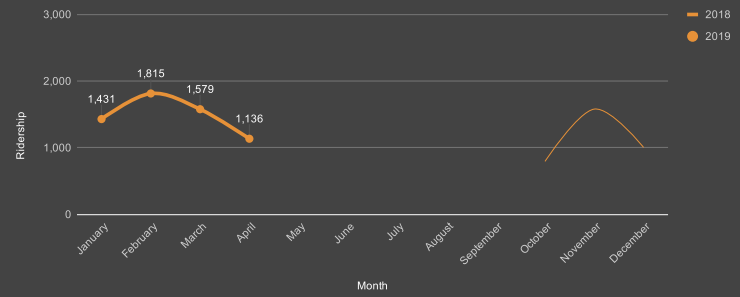
Canmore Local (Route 5) Ridership Comparison



Minnewanka (Route 6) Ridership Comparison



Banff Centre (Route 7) Ridership Comparison



Express Banff - Lake Louise Regional (Route 8X) Ridership Comparison



BANFF LOCAL TRANSIT REVENUE BREAKDOWN
2019 Actual

Month	Fares	Passes	Other	Total	Budget	% Change 2018 to 2019
January	\$26,170	\$8,920		\$35,090		3.02%
February	\$25,577	\$5,204		\$30,781		-4.27%
March	\$24,627	\$4,676		\$29,303		2.71%
April				\$0		-100.00%
May				\$0		-100.00%
June				\$0		-100.00%
July				\$0		-100.00%
August				\$0		-100.00%
September				\$0		-100.00%
October				\$0		-100.00%
November				\$0		
December				\$0		
Totals:	\$76,374	\$18,800	\$0	\$95,174	\$0	

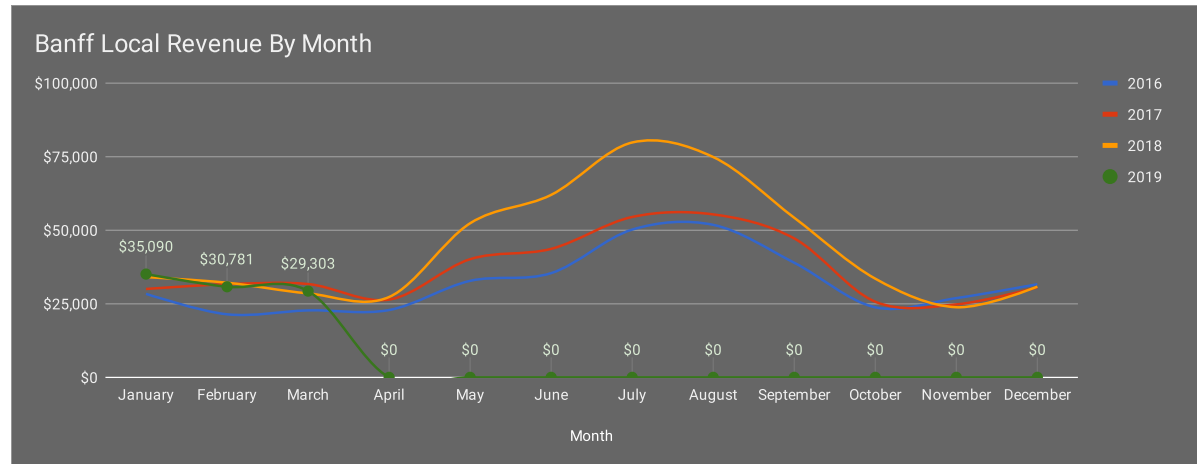
2018 Actual

Month	Fares	Passes	Other	Total	Budget	% Change from 2017 to 2018
January	\$26,116	\$7,944		\$34,060	\$36,443.00	13.45%
February	\$27,287	\$4,866		\$32,153	\$33,011.00	1.57%
March	\$24,883	\$3,646		\$28,529	\$36,443.00	-10.01%
April	\$25,043	\$2,262		\$27,305	\$35,131.00	3.33%
May	\$44,265	\$8,094		\$52,359	\$36,443.00	30.40%
June	\$58,727	\$3,285		\$62,012	\$44,246.00	42.03%
July	\$76,428	\$3,380		\$79,808	\$75,603.00	46.44%
August	\$71,572	\$3,286		\$74,858	\$75,603.00	35.20%
September	\$50,838	\$3,383		\$54,221	\$48,551.00	14.88%
October	\$24,627	\$8,898		\$33,525	\$36,443.00	30.50%
November	\$17,468	\$6,352		\$23,820	\$35,151.00	-3.89%
December	\$24,961	\$5,875		\$30,836	\$36,702.00	0.78%
Totals:	\$472,215	\$61,271	\$0	\$533,486	\$529,770	

2017 Actual

Month	Fares	Passes	Other	Total	Budget
January	\$25,948	\$4,074	\$0	\$30,022	\$28,450.00
February	\$26,579	\$5,078	\$0	\$31,657	\$28,450.00
March	\$27,064	\$4,640	\$0	\$31,704	\$28,450.00
April	\$24,413	\$2,012	\$0	\$26,425	\$33,450.00
May	\$37,695	\$2,457	\$0	\$40,152	\$33,450.00
June	\$38,890	\$4,772	\$0	\$43,662	\$33,450.00
July	\$53,179	\$1,318	\$0	\$54,497	\$38,450.00
August	\$53,395	\$1,972	\$0	\$55,367	\$38,450.00
September	\$41,805	\$5,392	\$0	\$47,197	\$38,450.00
October	\$24,275	\$1,415	\$0	\$25,690	\$33,450.00
November	\$19,296	\$5,488	\$0	\$24,784	\$33,450.00
December	\$27,772	\$2,826	\$0	\$30,598	\$33,450.00
Totals:	\$400,311	\$41,444	\$0	\$441,755	\$401,400

BANFF LOCAL REVENUES								
Month	2016	2017	2018	2019	2018 Running Total	2019 Running Total	2018 to 2019 Monthly Difference	2018 to 2019 Monthly % Difference
January	\$28,378	\$30,022	\$34,060	\$35,090	\$34,060	\$35,090	\$1,030	2.9%
February	\$21,417	\$31,657	\$32,153	\$30,781	\$66,213	\$65,871	-\$1,372	-4.5%
March	\$22,757	\$31,704	\$28,529	\$29,303	\$94,742	\$95,174	\$774	2.6%
April	\$22,872	\$26,425	\$27,305	\$0	\$122,047			
May	\$32,790	\$40,152	\$52,359	\$0	\$174,406			
June	\$35,412	\$43,662	\$62,012	\$0	\$236,418			
July	\$50,207	\$54,497	\$79,808	\$0	\$316,226			
August	\$51,812	\$55,367	\$74,858	\$0	\$391,084			
September	\$38,938	\$47,197	\$54,221	\$0	\$445,305			
October	\$23,802	\$25,690	\$33,525	\$0	\$478,830			
November	\$26,920	\$24,784	\$23,820	\$0	\$502,650			
December	\$31,650	\$30,598	\$30,836	\$0	\$533,486			
Grand Total:	\$386,955	\$441,755	\$533,486	\$95,174	\$533,486	\$95,174		



CANMORE LOCAL TRANSIT REVENUE BREAKDOWN

2019 Actual

Month	Fares	Passes	Other	Total	Budget	% Change from 2018 to 2019
January	\$5,128	\$2,954		\$8,082		-5.57%
February	\$4,683	\$3,233		\$7,916		55.83%
March	\$5,734	\$2,713		\$8,447		-7.62%
April				\$0		-100.00%
May				\$0		-100.00%
June				\$0		-100.00%
July				\$0		-100.00%
August				\$0		-100.00%
September				\$0		-100.00%
October				\$0		-100.00%
November				\$0		
December				\$0		
Totals:	\$15,545	\$8,900	\$0	\$24,445	\$0	

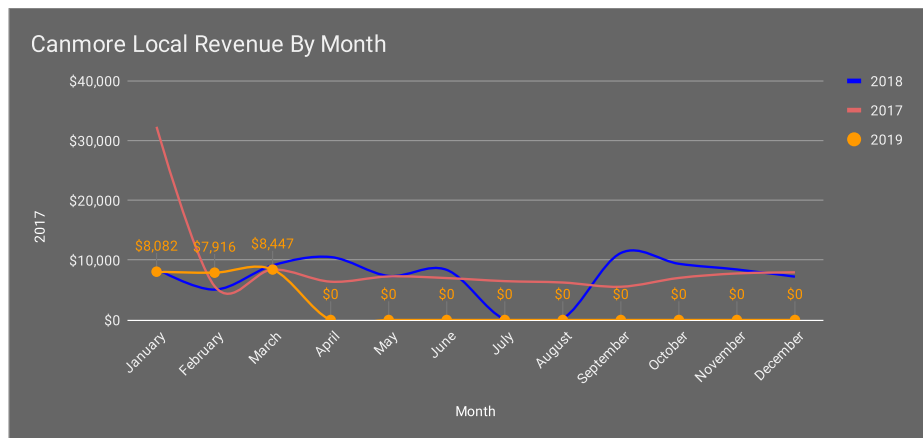
2018 Actual

Month	Fares	Passes	Other	Total	Budget	% Change from 2017 to 2018
January	\$5,495	\$3,064		\$8,559	\$13,750.00	-73.53%
February	\$4,444	\$636		\$5,080	\$13,750.00	-10.20%
March	\$5,687	\$3,457		\$9,144	\$13,750.00	8.35%
April	\$5,334	\$5,199		\$10,533	\$13,750.00	64.37%
May	\$4,943	\$2,422		\$7,365	\$13,750.00	1.08%
June	\$5,992	\$2,391		\$8,383	\$13,750.00	19.48%
July	\$3	\$102		\$105	\$13,750.00	-98.39%
August	\$2	\$247		\$249	\$13,750.00	-96.03%
September	\$5,725	\$5,479		\$11,204	\$13,750.00	101.55%
October	\$6,586	\$2,817		\$9,403	\$13,750.00	33.62%
November	\$4,762	\$3,692		\$8,454	\$13,750.00	8.52%
December	\$4,106	\$3,143		\$7,249	\$13,750.00	-9.07%
Totals:	\$53,079	\$32,649	\$0	\$85,727	\$165,000	

2017 Actual

Month	Fares	Passes	Other	Total	Budget	
January	\$6,173	\$26,156	0	\$32,329	\$10,000	*Includes Service Start up Vendor Pass Sales Dec 2016
February	\$4,812	\$845	0	\$5,657	\$10,000	
March	\$5,653	\$2,786	0	\$8,439	\$12,000	
April	\$3,905	\$2,503	0	\$6,408	\$12,000	
May	\$5,162	\$2,124	0	\$7,286	\$15,000	
June	\$5,092	\$1,924	0	\$7,016	\$20,000	
July	\$4,691	\$1,811	0	\$6,502	\$24,000	
August	\$4,857	\$1,413	0	\$6,270	\$25,000	
September	\$4,333	\$1,226	0	\$5,559	\$22,000	
October	\$4,189	\$2,848	0	\$7,037	\$18,000	
November	\$5,487	\$2,303	0	\$7,790	\$16,000	
December	\$4,973	\$2,999	0	\$7,972	\$12,000	
Totals:	\$59,327	\$48,938	0	\$108,265	\$196,000	

CANMORE LOCAL REVENUES							
Month	2017	2018	2019	2018 Running Total	2019 Running Total	2018 to 2019 Monthly Difference	2018 to 2019 Monthly % Difference
January	\$32,329	\$8,559	\$8,082	\$8,559	\$8,082	-\$477	-5.9%
February	\$5,657	\$5,080	\$7,916	\$13,639	\$15,998	\$2,836	35.8%
March	\$8,439	\$9,144	\$8,447	\$22,783	\$24,445	-\$697	-8.3%
April	\$6,408	\$10,533	\$0	\$33,316		-\$10,533	
May	\$7,286	\$7,365	\$0	\$40,681		-\$7,365	
June	\$7,016	\$8,383	\$0	\$49,064		-\$8,383	
July	\$6,502	\$105	\$0	\$49,169		-\$105	
August	\$6,270	\$249	\$0	\$49,418		-\$249	
September	\$5,559	\$11,204	\$0	\$60,622		-\$11,204	
October	\$7,037	\$9,403	\$0	\$70,025		-\$9,403	
November	\$7,790	\$8,454	\$0	\$78,479		-\$8,454	
December	\$7,972	\$7,249	\$0	\$85,727		-\$7,249	
Grand Total:	\$0	\$85,727	\$24,445	\$85,727	\$24,445		



CANMORE/BANFF REGIONAL TRANSIT REVENUE BREAKDOWN

2019 Actual

Month	Fares	Passes	Other	Total	Budget	% Change from 2017 to 2018
January	\$30,380	\$23,258		\$53,638		17.52%
February	\$28,225	\$35,862		\$64,087		5.59%
March	\$33,574	\$23,270		\$56,844		0.00%
April				\$0		-100.00%
May				\$0		-100.00%
June				\$0		-100.00%
July				\$0		-100.00%
August				\$0		-100.00%
September				\$0		-100.00%
October				\$0		-100.00%
November				\$0		-100.00%
December				\$0		-100.00%
Totals:	\$92,179	\$82,390	\$0	\$174,569	\$0	

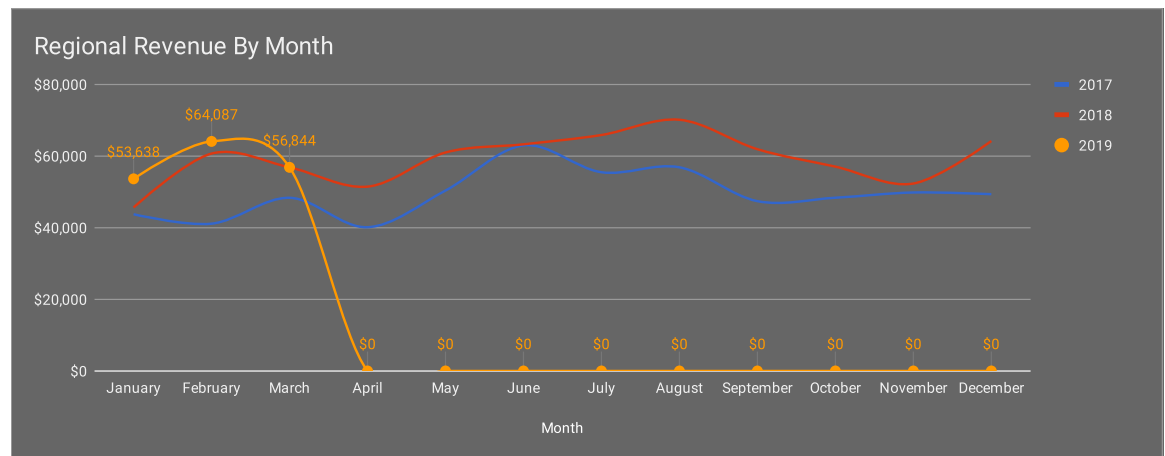
2018 Actual

Month	Fares	Passes	Other	Total	Budget	% Change from 2017 to 2018
January	\$30,111	\$15,529		\$45,640	\$47,756	4.29%
February	\$30,467	\$30,226		\$60,693	\$47,756	47.61%
March	\$32,856	\$23,988		\$56,844	\$47,756	17.58%
April	\$32,408	\$19,055		\$51,463	\$47,756	28.23%
May	\$41,814	\$19,180		\$60,994	\$47,756	21.10%
June	\$42,326	\$20,953		\$63,279	\$47,756	0.51%
July	\$52,171	\$13,703		\$65,874	\$47,756	18.73%
August	\$48,839	\$21,293		\$70,132	\$47,756	23.34%
September	\$37,987	\$23,922		\$61,909	\$47,756	30.59%
October	\$36,137	\$20,909		\$57,046	\$47,756	17.95%
November	\$30,072	\$22,255		\$52,327	\$47,756	5.02%
December	\$28,890	\$35,314		\$64,204	\$47,752	30.10%
Totals:	\$444,078	\$266,327	\$0	\$710,405	\$573,068	

2017 Actual

Month	Fares	Passes	Other	Total	Budget
January	\$27,058	\$16,704	\$0	\$43,762	\$32,567
February	\$28,782	\$12,336	\$0	\$41,118	\$32,567
March	\$31,087	\$17,258	\$0	\$48,345	\$32,567
April	\$28,564	\$11,570	\$0	\$40,134	\$37,567
May	\$36,208	\$14,160	\$0	\$50,368	\$37,567
June	\$41,044	\$21,917	\$0	\$62,961	\$37,567
July	\$44,256	\$11,226	\$0	\$55,482	\$42,567
August	\$41,387	\$15,472	\$0	\$56,859	\$42,567
September	\$34,728	\$12,679	\$0	\$47,407	\$42,567
October	\$33,727	\$14,639	\$0	\$48,366	\$37,567
November	\$33,304	\$16,523	\$0	\$49,827	\$37,567
December	\$31,818	\$17,530	\$0	\$49,348	\$37,567
Totals:	\$411,963	\$182,014	\$0	\$593,977	\$450,800

REGIONAL REVENUE								
Month	2016	2017	2018	2019	2018 Running Total	2019 Running Total	2018 to 2019 Monthly Comparison	2018 to 2019 Monthly % Difference
January	\$36,444	\$43,762	\$45,640	\$53,638	\$45,640	\$53,638	\$7,998	14.9%
February	\$36,166	\$41,118	\$60,693	\$64,087	\$106,333	\$117,725	\$3,394	5.3%
March	\$35,579	\$48,345	\$56,844	\$56,844	\$163,177	\$174,569	\$0	0.0%
April	\$38,277	\$40,134	\$51,463	\$0	\$214,640		-\$51,463	
May	\$40,017	\$50,368	\$60,994	\$0	\$275,634		-\$60,994	
June	\$52,881	\$62,961	\$63,279	\$0	\$338,913		-\$63,279	
July	\$55,007	\$55,482	\$65,874	\$0	\$404,787		-\$65,874	
August	\$58,764	\$56,859	\$70,132	\$0	\$474,919		-\$70,132	
September	\$40,801	\$47,407	\$61,909	\$0	\$536,828		-\$61,909	
October	\$42,992	\$48,366	\$57,046	\$0	\$593,874		-\$57,046	
November	\$47,838	\$49,827	\$52,327	\$0	\$646,201		-\$52,327	
December	\$47,383	\$49,348	\$64,204	\$0	\$710,405		-\$64,204	
Grand Total:	\$532,149	\$593,977	\$710,405		\$1,420,810	\$174,569		



LAKE LOUISE/BANFF REGIONAL TRANSIT REVENUE BREAKDOWN

2019 Actual

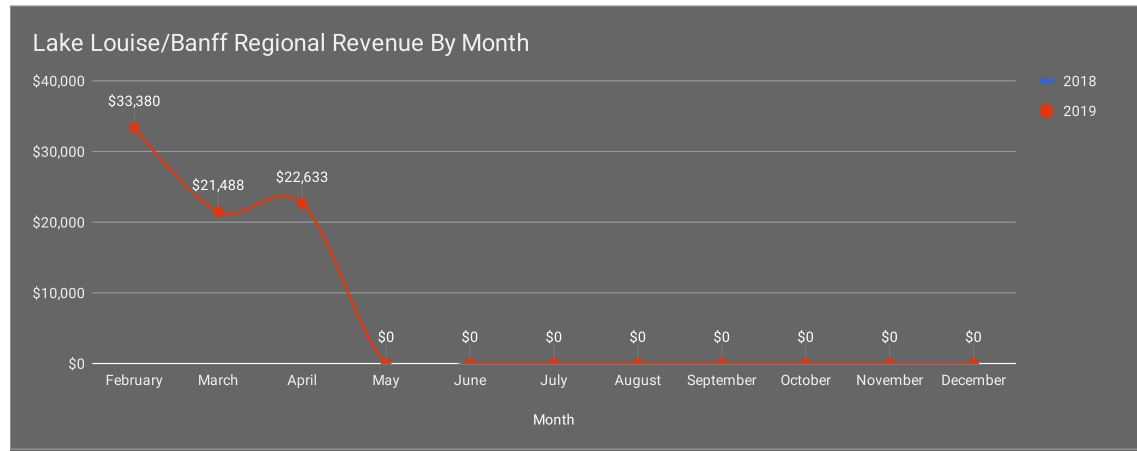
Month	Fares	Passes	Other	Total	Budget	% Change from 2017 to 2018
January	\$27,012	\$6,368		\$33,380		
February	\$18,244	\$3,244		\$21,488		
March	\$18,531	\$4,102		\$22,633		
April				\$0		
May				\$0		
June				\$0		
July				\$0		
August				\$0		
September				\$0		#DIV/0!
October				\$0		#DIV/0!
November				\$0		#DIV/0!
December				\$0		#DIV/0!
Totals:	\$63,787	\$13,714	\$0	\$77,501	\$0	

2018 Actual

Month	Fares	Passes	Other	Total	Budget	
January				\$0		
February				\$0		
March				\$0		
April				\$0		
May				\$0		
June				\$0		
July				\$0		
August				\$0		
September				\$0		
October				\$0		
November				\$0		
December				\$0		
Totals:	\$0	\$0	\$0	\$0	\$0	

LAKE LOUISE/BANFF REGIONAL REVENUE

Month	2018	2019	2018 Running Total	2019 Running Total	2018 to 2019 Monthly Comparison	2018 to 2019 Monthly % Difference
January		\$33,380		\$33,380	\$33,380	
February		\$21,488		\$54,868	\$21,488	
March		\$22,633		\$77,501	\$22,633	
April		\$0			\$0	
May		\$0			\$0	
June		\$0			\$0	
July		\$0			\$0	
August		\$0			\$0	
September		\$0			\$0	
October	\$0	\$0	\$0		\$0	
November	\$0	\$0	\$0		\$0	
December	\$0	\$0	\$0		\$0	
Grand Total:	\$0	\$77,501	\$0	\$77,501		



Bow Valley *R*egional Transit Services Commission



New Business

Bow Valley *Regional* Transit Services Commission



Q1 BVRTSC Financial Results

Bow Valley Regional Transit Services Commission - All Routes Actual vs Budget																							
January - March, 2019																							
	Administrative		Rt 1 - Banff Local (Sulphur Mtn)		Rt 2 - Banff Local (Tunnel Mtn)		Rt 3 - CB Regional		Rt 5 - Canmore Local		Rt 7 - Banff Centre		Rt 8 - LLB Regional Winter		Rt 8S - LLB Regional Summer Scenic		Rt 8X - LLB Regional Summer Express		Rt 9 - Johnston Canyon		TOTAL		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income																							
Advertising & Marketing Revenue			2,057	2,443	1,862	2,901	2,195	2,852	1,778	2,723			25								7,916	10,919	72%
Farebox Revenue			39,896	42,090	36,648	37,464	92,187	100,853	15,555	16,099	3,148	3,373	63,831	19,881	-	-	-	-	-	-	251,265	219,760	114%
Interest Revenue	3,524															417					3,941	-	-
Other Income	84		1,001	202	1,001	236															2,086	438	476%
Partner Programs			85,153	85,380	21,370	20,001	1,060	1,500													107,583	106,881	101%
Pass Sales			9,404	4,985	9,404	5,904	82,304	51,819	8,902	8,667	-		13,715								123,728	71,375	173%
Recoveries - Operating (non-members)	2,550	2,550				-					52,749	51,917			151	54,105	584		108		109,404	55,310	198%
Requisitions - Operating	120,927	120,927	34,369	34,369	101,122	101,122	61,555	61,555	148,589	148,589			96,932	96,932	474	474	2,275	2,275	475	475	566,718	566,718	100%
Total Income	127,085	123,477	171,879	169,469	171,406	167,628	239,301	218,579	174,824	176,078	55,897	55,290	174,502	116,813	474	625	56,796	2,859	475	583	1,172,640	1,031,401	114%
Expenses																							
Advertising & Marketing Expenses	1,543	129	3,700	5,199	3,675	5,768	4,291	7,657	3,093	5,386	713	1,259	1,602	3,701	625	625	3,809	2,859	583	583	23,634	33,166	71%
Contracted Services / Professional Fees	13,774	21,218	2,304	4,660	2,304	4,849	2,359	6,456	2,689	4,507	452	1,632	949	3,847		-		-		-	24,829	47,169	53%
Fuel Expense			16,132	18,654	13,354	18,948	36,028	38,020	20,571	19,811	3,675	7,545	20,434	21,502		-		-		-	110,194	124,480	89%
General Operating Expenses	12,921	13,087	1,873	1,495	1,872	1,774	2,525	2,939	926	1,870	193	432	978	1,188		-		-		-	21,289	22,785	93%
Infrastructure Maintenance			174	721	236	850	211	783	174	1,820		249	95	1,139		-		-		-	891	5,562	16%
Insurance Expense	1,260	1,296	2,441	2,610	1,845	2,019	1,884	2,166	1,971	1,956	441	765	605	1,500		-	-	-		-	10,446	12,312	85%
Software Fees & Licences	1,573	4,134	4,406	7,612	4,406	7,352	4,425	6,428	4,425	5,981	1,147	1,197	1,147	1,406		-	5,625	-		-	27,154	34,110	80%
Training, Travel & Meals	3,600	7,447	304	173	269	205	394	874	394	666		254	717	382		-		-		-	5,678	10,001	57%
Vehicle Expenses	-	389	36,973	36,775	36,973	38,210	24,181	42,021	27,055	28,017	14,422	11,315	15,699	24,060		-		-		-	155,302	180,787	86%
Wages & Benefits	73,543	75,777	83,715	92,414	84,230	88,496	108,697	111,235	101,981	106,064	31,499	28,955	53,956	58,088		-	47,946	-		-	585,566	561,029	104%
Total Expenses	108,213	123,477	152,022	170,313	149,162	168,471	184,996	218,579	163,279	176,078	52,541	53,603	96,182	116,813	625	625	57,380	2,859	583	583	964,984	1,031,401	94%
Surplus / Deficiency Prior to Amortization	18,872	-	19,857	(844)	22,244	(843)	54,305	-	11,545	-	3,356	1,687	78,320	-	(151)	-	(584)	-	(108)	-	207,656	-	
Amortization Expense	7,569	18,600	18,090	13,823	18,090	9,531	22,639	21,561	27,251	23,653	3,713		6,030	19,406		-		-		-	103,382	106,574	97%
Net Income	11,303	(18,600)	1,767	(14,667)	4,154	(10,374)	31,665	(21,561)	(15,707)	(23,653)	(357)	1,687	72,290	(19,406)	(151)	-	(584)	-	(108)	-	104,274	(106,574)	

Bow Valley Regional Transit Services Commission - All Routes Actual vs Prior Year																							
January - March, 2019																							
	Administrative		Rt 1 - Banff Local (Sulphur Mtn)		Rt 2 - Banff Local (Tunnel Mtn)		Rt 3 - CB Regional		Rt 5 - Canmore Local		Rt 7 - Banff Centre		Rt 8 - LLB Regional Winter		Rt 8S - LLB Regional Summer Scenic		Rt 8X - LLB Regional Summer Express		Rt 9 - Johnston Canyon		TOTAL		
	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	Jan - Mar, 2019	Jan - Mar, 2018 (PY)	% of PY
INCOME																							
Advertising & Marketing Revenue			2,057	4,125	1,862	4,599	2,195	3,685	1,778	1,840			25								7,916	14,249	56%
Farebox Revenue			39,896	39,957	36,648	38,223	92,187	86,989	15,555	15,077	3,148		63,831								251,265	180,246	139%
Grant Revenue		1,629																			-	1,629	0%
Interest Revenue	3,524	16													417						3,941	16	24601%
Other Income	84	493	1,001	886	1,001	886		404		4,357											2,086	7,027	30%
Partner Programs			85,153	83,494	21,370	20,969	1,060														107,583	104,463	103%
Pass Sales		-	9,404	9,533	9,404	9,469	82,304	69,837	8,902	7,159	-		13,715								123,728	95,997	129%
Recoveries - Operating (non-members)	2,550	6,337									52,749						54,105				109,404	6,337	1727%
Requisitions - Operating	120,927	121,386	34,369	35,274	101,122	92,576	61,555	59,615	148,589	114,486			96,932		474		2,275		475		566,718	423,337	134%
Total Income	127,085	129,861	171,879	173,269	171,406	166,722	239,301	220,530	174,824	142,919	55,897	-	174,502	-	474	-	56,796	-	475	-	1,172,640	833,301	141%
EXPENSES																							
Advertising & Marketing Expenses	1,543	71	3,700	2,102	3,675	2,259	4,291	2,989	3,093	5,169	713		1,602		625		3,809		583		23,634	12,591	188%
Contracted Services / Professional Fees	13,774	21,555	2,304	4,277	2,304	4,278	2,359	2,967	2,689	3,842	452		949	895							24,829	37,815	66%
Fuel Expense			16,132	14,795	13,354	13,316	36,028	34,746	20,571	19,167	3,675		20,434								110,194	82,025	134%
General Operating Expenses	12,921	12,576	1,873	2,071	1,872	2,071	2,525	2,832	926	1,648	193		978								21,289	21,198	100%
Infrastructure Maintenance		293	174	31	236	31	211		174	128			95								891	484	184%
Insurance Expense	1,260	1,140	2,441	2,558	1,845	1,982	1,884	2,126	1,971	1,525	441		605				-				10,446	9,330	112%
Software Fees & Licences	1,573	4,113	4,406	5,864	4,406	4,524	4,425	4,722	4,425	4,726	1,147	-	1,147	-			5,625				27,154	23,949	113%
Training, Travel & Meals	3,600	2,017	304	243	269	243	394	242	394	279			717								5,678	3,024	188%
Vehicle Expenses	-	84	36,973	45,339	36,973	45,339	24,181	31,668	27,055	20,171	14,422		15,699								155,302	142,602	109%
Wages & Benefits	73,543	47,563	83,715	79,160	84,230	78,944	108,697	103,655	101,981	96,117	31,499	-	53,956	-			47,946				585,566	405,439	144%
Total Expenses	108,213	89,413	152,022	156,442	149,162	152,986	184,996	185,948	163,279	152,772	52,541	-	96,182	895	625	-	57,380	-	583	-	964,984	738,456	131%
Surplus / Deficiency Prior to Amortization	18,872	40,448	19,857	16,827	22,244	13,736	54,305	34,582	11,545	(9,853)	3,356	-	78,320	(895)	(151)	-	(584)	-	(108)	-	207,656	94,845	219%
Amortization Expense	7,569	14,194	18,090	13,382	18,090	13,382	22,639	22,595	27,251	21,928	3,713	-	6,030	-	-	-	-	-	-	-	103,382	85,483	121%
Net Income	11,303	26,253	1,767	3,445	4,154	354	31,665	11,986	(15,707)	(31,781)	(357)	-	72,290	(895)	(151)	-	(584)	-	(108)	-	104,274	9,362	1114%

Bow Valley Regional Transit Services Commission						
Administrative						
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income						
Interest Revenue	3,524			3,524	-	
Other Income	84			84	-	
Recoveries - Operating (non-members)	2,550	2,550	100%	2,550	79,649	3%
Requisitions - Operating	120,927	120,927	100%	120,927	394,557	31%
Total Income	127,085	123,477	103%	127,085	474,206	27%
Expenses						
Advertising & Marketing Expenses	1,543	129	1196%	1,543	526	293%
Contracted Services / Professional Fees	13,774	21,218	65%	13,774	60,902	23%
General Operating Expenses	12,921	13,087	99%	12,921	52,390	25%
Insurance Expense	1,260	1,296	97%	1,260	5,184	24%
Software Fees & Licences	1,573	4,134	38%	1,573	16,554	10%
Training, Travel & Meals	3,600	7,447	48%	3,600	29,776	12%
Vehicle Expenses	-	389	0%	-	1,550	0%
Wages & Benefits	73,543	75,777	97%	73,543	307,324	24%
Total Expenses	108,213	123,477	88%	108,213	474,206	23%
Surplus / Deficiency Prior to Amortization	18,872	-		18,872	-	
Amortization Expense	7,569	18,600	41%	7,569	59,190	13%
Net Income	11,303	(18,600)		11,303	(62,997)	

- 1) Interest Revenue is above budget due to a new banking arrangement where interest is earned on entire cash balance. This will allow the Commission to maximize earnings on operating cash balances. Interest earned is split between operating cash and deferred capital contributions.
- 2) Advertising & Marketing Expenses are above budget due to purchase of promotional items such as Roam branded drinking glasses and pens.
- 3) Contracted Services are below budget due to a combination of timing of services used and use of internal staff to complete projects.
- 4) Software Fees & Licences are below budget due to timing of implementation of HR/Scheduling/Payroll software. Administration is continuing to search for software specific to Bus operations that is affordable for the size of the Commission.
- 5) Training/Travel/Meals is below budget based on the timing of training throughout the year.

Bow Valley Regional Transit Services Commission							
Route 1 - Banff Local Sulphur Mtn							
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)			Notes
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income							
Advertising & Marketing Revenue	2,057	2,443	84%	2,057	14,709	14%	3
Farebox Revenue	39,896	42,090	95%	39,896	253,518	16%	
Other Income	1,001	202	495%	1,001	1,200	83%	1
Partner Programs	85,153	85,380	100%	85,153	341,520	25%	
Pass Sales	9,404	4,985	189%	9,404	30,020	31%	2
Requisitions - Operating	34,369	34,369	100%	34,369	256,984	13%	
Total Income	171,879	169,469	101%	171,879	897,951	19%	
Expenses							
Advertising & Marketing Expenses	3,700	5,199	71%	3,700	31,289	12%	3
Contracted Services / Professional Fees	2,304	4,660	49%	2,304	28,092	8%	4
Fuel Expense	16,132	18,654	86%	16,132	112,373	14%	
General Operating Expenses	1,873	1,495	125%	1,873	8,980	21%	
Infrastructure Maintenance	174	721	24%	174	4,275	4%	
Insurance Expense	2,441	2,610	94%	2,441	10,440	23%	
Software Fees & Licences	4,406	7,612	58%	4,406	30,442	14%	5
Training, Travel & Meals	304	173	176%	304	1,039	29%	
Vehicle Expenses	36,973	36,775	101%	36,973	197,174	19%	
Wages & Benefits	83,715	92,414	91%	83,715	479,911	17%	
Total Expenses	152,022	170,313	89%	152,022	904,015	17%	
Surplus / Deficiency Prior to Amortization	19,857	(844)		19,857	(6,064)		
Amortization Expense	18,090	13,823	131%	18,090	65,270	28%	
Net Income	1,767	(14,667)		1,767	(68,838)		

1) Other income consists of warranty revenue.

2) Pass sales are up \$4K from budget based on timing of sales. Budget is distributed evenly through the year.

3) Advertising and Marketing expenses are below budget based on lower advertising and marketing revenue.

4) Contracted Services are below budget based on actual contracted services used to date.

5) Software Fees & Licences are below budget due to timing of implementation of HR/Scheduling/Payroll software.

Administration is continuing to search for software specific to Bus operations that is affordable for the size of the Commission.

Bow Valley Regional Transit Services Commission						
Route 2 - Banff Local Sulphur Mtn						
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income						
Advertising & Marketing Revenue	1,862	2,901	64%	1,862	14,709	13%
Farebox Revenue	36,648	37,464	98%	36,648	240,848	15%
Other Income	1,001	236	424%	1,001	1,200	83%
Partner Programs	21,370	20,001	107%	21,370	80,004	27%
Pass Sales	9,404	5,904	159%	9,404	29,930	31%
Recoveries - Operating (non-members)		-		-	15,000	0%
Requisitions - Operating	101,122	101,122	100%	101,122	400,862	25%
Total Income	171,406	167,628	102%	171,406	782,553	22%
Expenses						
Advertising & Marketing Expenses	3,675	5,768	64%	3,675	29,228	13%
Contracted Services / Professional Fees	2,304	4,849	48%	2,304	24,592	9%
Fuel Expense	13,354	18,948	70%	13,354	96,035	14%
General Operating Expenses	1,872	1,774	106%	1,872	8,980	21%
Infrastructure Maintenance	236	850	28%	236	4,275	6%
Insurance Expense	1,845	2,019	91%	1,845	8,076	23%
Software Fees & Licences	4,406	7,352	60%	4,406	29,416	15%
Training, Travel & Meals	269	205	131%	269	1,037	26%
Vehicle Expenses	36,973	38,210	97%	36,973	180,839	20%
Wages & Benefits	84,230	88,496	95%	84,230	406,139	21%
Total Expenses	149,162	168,471	89%	149,162	788,617	19%
Surplus / Deficiency Prior to Amortization	22,244	(843)		22,244	(6,064)	
Amortization Expense	18,090	9,531	190%	18,090	39,720	46%
Net Income	4,154	(10,374)		4,154	(45,385)	

- 1) Other income consists of warranty revenue.
- 2) Pass sales are up \$4K from budget based on timing of sales. Budget is distributed evenly through the year.
- 3) Advertising and Marketing expenses are below budget based on lower advertising and marketing revenue.
- 4) Contracted Services are below budget based on actual contracted services used to date.
- 5) Software Fees & Licences are below budget due to timing of implementation of HR/Scheduling/Payroll software. Administration is continuing to search for software specific to Bus operations that is affordable for the size of the Commission.

Bow Valley Regional Transit Services Commission							
Route 3 - Canmore/Banff Regional							
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)			Notes
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income							
Advertising & Marketing Revenue	2,195	2,852	77%	2,195	12,000	18%	2
Farebox Revenue	92,187	100,853	91%	92,187	424,436	22%	
Partner Programs	1,060	1,500	71%	1,060	6,000	18%	
Pass Sales	82,304	51,819	159%	82,304	218,081	38%	1
Requisitions - Operating	61,555	61,555	100%	61,555	234,870	26%	
Total Income	239,301	218,579	109%	239,301	895,387	27%	
Expenses							
Advertising & Marketing Expenses	4,291	7,657	56%	4,291	32,240	13%	2
Contracted Services / Professional Fees	2,359	6,456	37%	2,359	27,145	9%	3
Fuel Expense	36,028	38,020	95%	36,028	160,000	23%	
General Operating Expenses	2,525	2,939	86%	2,525	12,360	20%	
Infrastructure Maintenance	211	783	27%	211	3,300	6%	
Insurance Expense	1,884	2,166	87%	1,884	8,664	22%	
Software Fees & Licences	4,425	6,428	69%	4,425	25,723	17%	4
Training, Travel & Meals	394	874	45%	394	3,677	11%	
Vehicle Expenses	24,181	42,021	58%	24,181	176,850	14%	5
Wages & Benefits	108,697	111,235	98%	108,697	445,428	24%	
Total Expenses	184,996	218,579	85%	184,996	895,387	21%	
Surplus / Deficiency Prior to Amortization	54,305	-		54,305	-		
Amortization Expense	22,639	21,561	105%	22,639	86,250	26%	
Net Income	31,665	(21,561)		31,665	(86,250)		

1) Pass sales are up \$30K from budget partially due to the introduction of the 3 & 6 month passes (\$10K) and partially due to timing of pass sales.

2) Advertising and Marketing expenses are below budget based on lower advertising and marketing revenue.

3) Contracted Services are below budget based on actual contracted services used to date.

4) Software Fees & Licences are below budget due to timing of implementation of HR/Scheduling/Payroll software. Administration is continuing to search for software specific to Bus operations that is affordable for the size of the Commission.

5) Vehicle Expenses are below budget based on actual costs incurred in Q1/2019

Bow Valley Regional Transit Services Commission						
Route 5 - Canmore Local						
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income						
Advertising & Marketing Revenue	1,778	2,723	65%	1,778	11,000	16%
Farebox Revenue	15,555	16,099	97%	15,555	65,000	24%
Pass Sales	8,902	8,667	103%	8,902	35,000	25%
Requisitions - Operating	148,589	148,589	100%	148,589	582,368	26%
Total Income	174,824	176,078	99%	174,824	693,368	25%
Expenses						
Advertising & Marketing Expenses	3,093	5,386	57%	3,093	21,753	14%
Contracted Services / Professional Fees	2,689	4,507	60%	2,689	18,209	15%
Fuel Expense	20,571	19,811	104%	20,571	80,000	26%
General Operating Expenses	926	1,870	50%	926	7,530	12%
Infrastructure Maintenance	174	1,820	10%	174	7,350	2%
Insurance Expense	1,971	1,956	101%	1,971	7,824	25%
Software Fees & Licences	4,425	5,981	74%	4,425	23,936	18%
Training, Travel & Meals	394	666	59%	394	2,689	15%
Vehicle Expenses	27,055	28,017	97%	27,055	113,142	24%
Wages & Benefits	101,981	106,064	96%	101,981	410,935	25%
Total Expenses	163,279	176,078	93%	163,279	693,368	24%
Surplus / Deficiency Prior to Amortization	11,545	-		11,545	-	
Amortization Expense	27,251	23,653	115%	27,251	94,618	29%
Net Income	(15,707)	(23,653)		(15,707)	(94,618)	

1) Advertising and Marketing expenses are below budget based on lower advertising and marketing revenue.

2) Contracted Services are below budget based on actual contracted services used to date.

3) Software Fees & Licences are below budget due to timing of implementation of HR/Scheduling/Payroll software.

Administration is continuing to search for software specific to Bus operations that is affordable for the size of the Commission.

Bow Valley Regional Transit Services Commission						
Route 7 - Banff Centre						
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income						
Farebox Revenue	3,148	3,373	93%	3,148	13,688	23%
Recoveries - Operating (non-members)	52,749	51,917	102%	52,749	210,443	25%
Total Income	55,897	55,290	101%	55,897	224,131	25%
Expenses						
Advertising & Marketing Expenses	713	1,259	57%	713	5,100	14%
Contracted Services / Professional Fees	452	1,632	28%	452	6,622	7%
Fuel Expense	3,675	7,545	49%	3,675	30,609	12%
General Operating Expenses	193	432	45%	193	1,734	11%
Infrastructure Maintenance		249	0%	-	1,020	0%
Insurance Expense	441	765	58%	441	3,060	14%
Software Fees & Licences	1,147	1,197	96%	1,147	4,794	24%
Training, Travel & Meals		254	0%	-	1,020	0%
Vehicle Expenses	14,422	11,315	127%	14,422	45,900	31%
Wages & Benefits	31,499	28,955	109%	31,499	117,428	27%
Total Expenses	52,541	53,603	98%	52,541	217,287	24%
Surplus / Deficiency Prior to Amortization	3,356	1,687		3,356	6,844	
Amortization Expense	3,713			3,713	-	
Net Income	(357)	1,687		(357)	6,844	

Notes

Bow Valley Regional Transit Services Commission						
Route 8 - Lake Louise/Banff Regional Winter						
	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income						
Advertising & Marketing Revenue	25			25	-	
Farebox Revenue	63,831	19,881	321%	63,831	53,900	118%
Pass Sales	13,715			13,715	-	
Requisitions - Operating	96,932	96,932	100%	96,932	259,184	37%
Total Income	174,502	116,813	149%	174,502	313,084	56%
Expenses						
Advertising & Marketing Expenses	1,602	3,701	43%	1,602	9,000	18%
Contracted Services / Professional Fees	949	3,847	25%	949	10,440	9%
Fuel Expense	20,434	21,502	95%	20,434	58,293	35%
General Operating Expenses	978	1,188	82%	978	3,225	30%
Infrastructure Maintenance	95	1,139	8%	95	3,090	3%
Insurance Expense	605	1,500	40%	605	4,000	15%
Software Fees & Licences	1,147	1,406	82%	1,147	5,650	20%
Training, Travel & Meals	717	382	188%	717	1,030	70%
Vehicle Expenses	15,699	24,060	65%	15,699	65,229	24%
Wages & Benefits	53,956	58,088	93%	53,956	153,127	35%
Total Expenses	96,182	116,813	82%	96,182	313,084	31%
Surplus / Deficiency Prior to Amortization	78,320	-		78,320	-	
Amortization Expense	6,030	19,406	31%	6,030	45,278	13%
Net Income	72,290	(19,406)		72,290	(53,363)	

Notes

1

1) Farebox Revenue and pass sales of \$77K are strong compared to budgeted amount of \$20 and contribute to \$57K of the \$78K Q1/2019 surplus for Route 8

Bow Valley Regional Transit Services Commission
Route 8X, Route 8S & Route 9 - Lake Louise / Banff Regional Summer

	Jan - Mar, 2019			Jan - Mar, 2019 (2019 Budget)			Notes
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income							
Farebox Revenue		-		-	447,700	0%	
Interest Revenue	417			417	-		2
Recoveries - Operating (non-members)	54,105	843	6418%	54,105	87,963	62%	1
Requisitions - Operating	3,224	3,224	100%	3,224	330,300	1%	
Total Income	57,745	4,067	1420%	57,745	865,963	7%	
Expenses							
Advertising & Marketing Expenses	5,017	4,067	123%	5,017	26,000	19%	1
Contracted Services / Professional Fees		-		-	18,342	0%	
Fuel Expense		-		-	122,596	0%	
General Operating Expenses		-		-	16,000	0%	
Infrastructure Maintenance		-		-	3,000	0%	
Insurance Expense	-	-		-	28,000	0%	
Software Fees & Licences	5,625	-		5,625	26,800	21%	1
Training, Travel & Meals		-		-	1,499	0%	
Vehicle Expenses		-		-	218,720	0%	
Wages & Benefits	47,946	-		47,946	405,006	12%	1
Total Expenses	58,588	4,067	1441%	58,588	865,963	7%	
Surplus / Deficiency Prior to Amortization	(843)	-		(843)	-		3
Amortization Expense		-		-	235,833	0%	
Net Income	(843)	-		(843)	(235,833)	0%	

- 1) Operating Expenses were \$54K over budget based on recruiting and training new drivers and route planning software costs for the new Summer Banff/Lake Louise routes. Funding for these costs was covered by the remainder of the initial \$62,000 operating funding from Parks Canada (\$8K was used in Q4/2018). This amount is included in the total operating budget agreed to by Parks Canada but not in the 2019-2021 operating budget as presented.
- 2) Interest Revenue of \$417 represents interest earned on the portion of the initial \$62,000 operating funding from Parks Canada which was considered an advance.

March 2019 Capital Project Summary:

Description	Project # / GL Code	Budget	Actual	Remaining Budget
Banff Local Route Assets				
Wolf Battery Pack Replacement	18-6103	55,000.00		55,000.00
Wolf Bus Refurbishment	18-6104	80,000.00	62,621.53	17,378.47
Goat Bus Refurbishment	18-6105	80,000.00	62,023.76	17,976.24
Grizzly Bear Bus Refurbishment	18-6106	80,000.00	58,409.02	21,590.98
Wolf Bus Transmission	19-6101	40,600.00		40,600.00
Goat Bus Transmission	19-6102	40,600.00		40,600.00
Grizzly Bear Bus Transmission	19-6103	40,600.00		40,600.00
Goat Battery Pack Replacement	19-6104	55,825.00		55,825.00
Smart Card Stock	19-6105	8,000.00		8,000.00
		480,625.00	183,054.31	297,570.69
Canmore Local Route Assets				
Arrival Prediction Signs - Canmore	18-6209	60,000.00		60,000.00
Smart Card Stock	19-6207	8,000.00		8,000.00
		68,000.00	0.00	68,000.00
Canmore/Banff Regional Route Assets				
Moose Bus Refurbishment	19-6308	80,000.00	70,155.39	9,844.61
Sheep Bus Refurbishment	19-6309	80,000.00	6,412.50	73,587.50
Smart Card Stock	19-6310	2,500.00		2,500.00
		162,500.00	76,567.89	85,932.11
Lake Louise/Banff Regional Route Assets				
7 New Buses (4 MCI & 3 Nova)	19-6411	5,069,000.00	3,221,399.55	1,847,600.45
Service Vehicle for Lake Louise	19-6412	15,000.00	13,034.00	1,966.00
SeaCan Container	19-6413	15,000.00		15,000.00
		5,099,000.00	3,234,433.55	1,864,566.45
Commission General Assets				
Fleet Next Bus Replacement (DoubleMap)	18-6014	122,000.00	91,006.41	30,993.59
Bus Tools	19-6014	20,000.00		20,000.00
Dispatch Software	19-6015	50,000.00		50,000.00
eBIKE	19-6016	4,000.00		4,000.00
Fox Bus Wrap	19-6017	10,150.00		10,150.00
Deer Bus Wrap	19-6018	10,150.00		10,150.00
Office Equipment, Furniture, Renovations	19-6019	10,000.00		10,000.00
Office IT, Computers, Wiring, Telephones	19-6020	4,000.00		4,000.00
Website and IT	19-6021	20,000.00	3,747.63	16,252.37
		250,300.00	94,754.04	155,545.96
TOTAL		6,060,425.00	3,588,809.79	2,471,615.21

1) 2018 Fleet NextBus Replacement & 2018 Mobile Ticketing amounts combined for Fleet Nextbus Replacement

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

All Routes	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 56.41	\$ 46.89	20.3%	\$ 57.40
Gross Cost per Service Hour	\$ 121.97	\$ 129.43	-5.8%	\$ 120.17
Direct Operating Cost per Service Hour	\$ 96.44	\$ 102.28	-5.7%	\$ 91.99
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ 12.47
Lease/Amortization per Service Hour	\$ 13.54	\$ 13.00	4.1%	\$ 15.70
Net Cost per Service Hour (CUTA)	\$ 52.01	\$ 69.53	-25.2%	\$ 47.06
% Cost Recovery (CUTA)	52%	40%		55%
Ridership	261,421	228,134	14.6%	221,443
Service Hours	8,730	8,730	0.0%	6,998
Ridership per Service Hour	30	26	14.6%	32

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

Route 1 - Banff Local Sulphur Mtn	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 88.57	\$ 87.02	1.8%	\$ 88.89
Gross Cost per Service Hour	\$ 122.42	\$ 134.88	-9.2%	\$ 123.89
Direct Operating Cost per Service Hour	\$ 93.15	\$ 104.87	-11.2%	\$ 96.00
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ 12.47
Lease/Amortization per Service Hour	\$ 17.29	\$ 15.87	9.0%	\$ 15.42
Net Cost per Service Hour (CUTA)	\$ 16.56	\$ 31.99	-48.2%	\$ 19.58
% Cost Recovery (CUTA)	84%	73%		82%
Ridership	92,917	87,391	6.3%	86,526
Service Hours	1,553	1,553	0.0%	1,553
Ridership per Service Hour	60	56	6.3%	56

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

Route 2 - Banff Local Tunnel Mtn	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 45.27	\$ 42.84	5.7%	\$ 47.76
Gross Cost per Service Hour	\$ 120.58	\$ 130.93	-7.9%	\$ 121.66
Direct Operating Cost per Service Hour	\$ 91.31	\$ 103.69	-11.9%	\$ 93.77
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ 12.47
Lease/Amortization per Service Hour	\$ 17.29	\$ 13.10	32.0%	\$ 15.42
Net Cost per Service Hour (CUTA)	\$ 58.02	\$ 74.99	-22.6%	\$ 58.48
% Cost Recovery (CUTA)	44%	36%		45%
Ridership	81,232	72,185	12.5%	71,470
Service Hours	1,553	1,553	0.0%	1,553
Ridership per Service Hour	52	46	12.5%	46

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

Route 3 - Canmore / Banff Regional	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 90.11	\$ 79.61	13.2%	\$ 81.58
Gross Cost per Service Hour	\$ 118.11	\$ 138.02	-14.4%	\$ 120.23
Direct Operating Cost per Service Hour	\$ 93.79	\$ 110.81	-15.4%	\$ 94.27
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ 12.47
Lease/Amortization per Service Hour	\$ 12.34	\$ 13.06	-5.5%	\$ 13.48
Net Cost per Service Hour (CUTA)	\$ 15.66	\$ 45.35	-65.5%	\$ 25.16
% Cost Recovery (CUTA)	85%	64%		76%
Ridership	43,317	38,418	12.8%	38,038
Service Hours	1,973	1,973	0.0%	1,973
Ridership per Service Hour	22	19	12.8%	19

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

Route 5 - Canmore Local	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 13.66	\$ 14.32	-4.6%	\$ 14.81
Gross Cost per Service Hour	\$ 112.08	\$ 120.30	-6.8%	\$ 105.49
Direct Operating Cost per Service Hour	\$ 85.04	\$ 91.71	-7.3%	\$ 79.57
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ 12.47
Lease/Amortization per Service Hour	\$ 15.06	\$ 14.45	4.2%	\$ 13.45
Net Cost per Service Hour (CUTA)	\$ 83.36	\$ 91.53	-8.9%	\$ 77.23
% Cost Recovery (CUTA)	14%	14%		16%
Ridership	28,781	19,621	46.7%	25,409
Service Hours	1,920	1,920	0.0%	1,920
Ridership per Service Hour	15	10	46.7%	13

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

Route 7 - Banff Centre	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 4.82	\$ 5.17	-6.7%	\$ -
Gross Cost per Service Hour	\$ 99.06	\$ 98.42	0.6%	\$ -
Direct Operating Cost per Service Hour	\$ 80.52	\$ 82.15	-2.0%	\$ -
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ -
Lease/Amortization per Service Hour	\$ 6.56	\$ 2.13	207.8%	\$ -
Net Cost per Service Hour (CUTA)	\$ 87.68	\$ 91.12	-3.8%	\$ -
% Cost Recovery (CUTA)	5%	5%		0%
Ridership	4,825	6,844	-29.5%	0
Service Hours	653	653	0.0%	0
Ridership per Service Hour	7	10	-29.5%	0

Bow Valley Regional Transit Services Commission
2019 Quarterly KPIs with 2018 Actuals

Route 8 - Lake Louise / Banff Regional Winter	Q1 2019			
	2019 Q1	2019 Q1	Q1	2018 Q1
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 71.82	\$ 18.41	290.2%	\$ -
Gross Cost per Service Hour	\$ 107.49	\$ 134.92	-20.3%	\$ -
Direct Operating Cost per Service Hour	\$ 89.06	\$ 108.16	-17.7%	\$ -
Overhead per Service Hour	\$ 11.98	\$ 14.14	-15.3%	\$ -
Lease/Amortization per Service Hour	\$ 6.45	\$ 12.61	-48.9%	\$ -
Net Cost per Service Hour (CUTA)	\$ 29.22	\$ 103.90	-71.9%	\$ -
% Cost Recovery (CUTA)	71%	15%		0%
Ridership	10,349	3,675	181.6%	0
Service Hours	1,080	1,080	0.0%	0
Ridership per Service Hour	10	3	181.6%	0

Bow Valley *Regional* Transit Services Commission



Maintenance Interval Report

Report to the Bow Valley Regional Transit Services Commission

Report 2019-05.01 Maintenance Update

April 29, 2019

SUMMARY/ ISSUE

The Commission currently owns 24 transit buses ranging in model years of 2008 to 2019. Mileage varies greatly throughout the fleet with some older buses having major mechanical replacements such as engines and transmissions already replace, and others with components nearing their expected lifespan.

PREVIOUS COMMISSION DIRECTION/POLICY

The Commission has requested a report reviewing major mechanical upgrades scheduled to understand if they should be done earlier based on current mileage/usage. From the current Bring Forward List:

“BVRTSC18-17 Davina Bernard moves that administration return a report by August meeting reviewing major mechanical upgrades scheduled to understand if they should be done earlier based on current mileage/usage”.

Administration Recommendation:

That the Commission:

- Accept this report for information.

INVESTIGATION

Administration sets aside capital funds to account for the replacement of major bus components such as engines, transmissions, battery packs for hybrid buses, wrap replacement, bike rack replacement, farebox replacement, and refurbishment.

The lifecycle for each bus and the lifecycle for each of the buses major components are identified within the BVRTSC Capital budget, as shown below.

Report to the Bow Valley Regional Transit Services Commission

Report 2019-05.01 Maintenance Update

April 29, 2019

Banff	Life Cycle	In Service Year	Replace Date	Historic Cost		Canmore / Banff Regional	Life Cycle	In Service Year	Replace Date	Historic Cost
Fleet Replacement	18	2008	2026	\$ 565,000		Fleet Replacement	18	2012	2030	\$ 565,000
Engines: (1 replacement during lifecycle)	9	2016	2025	\$ 65,000		Engines (3 replacements during lifecycle):	4.5	2016	2020.5	\$ 65,000
Bus Wraps:	6	2015	2021	\$ 11,500		Bus Wrap Replacement	5	2016	2021	\$ 11,500
Bus Transmission:	10	2008	2019	\$ 40,000		Bus Transmission Replacement	9	2012	2021	\$ 40,000
Hybrid Bus Battery Pack:	10	2008	2018	\$ 55,000		Bus Refurbishment	7	2017	2024	\$ 20,000
Bus Refurbishment (GreenTrip Eligible)	10	2017	2027	\$ 20,000		Bus Bike Rack Replacement	9	2012	2021	\$ 2,000
Bus Bike Rack Replacement:	9	2008	2017	\$ 2,000		Bus Farebox Replacement	9	2017	2026	\$ 20,000
Bus Farebox Replacement:	9	2008	2017	\$ 20,000						
Canmore	Life Cycle	In Service Year	Replace Date	Historic Cost		Lake Louise / Banff Regional	Life Cycle	In Service Year	Replace Date	Historic Cost
Fleet Replacement	12	2016	2028	\$450,000		Fleet Replacement	18	2019	2037	\$ 815,000
Engine Replacement	6	2016	2022	\$65,000		Engines (3 replacements during lifecycle):	4.5	2019	2023.5	\$ 65,000
Bus Wrap Replacement	6	2016	2022	\$11,500		Bus Wrap Replacement	5	2019	2024	\$ 11,500
Bus Transmission Replacement	8	2016	2024	\$40,000		Bus Transmission Replacement	9	2019	2028	\$ 40,000
Bus Refurbishment	7	2016	2023	\$20,000		Bus Refurbishment	9	2019	2028	\$ 20,000
Bus Bike Rack Replacement	6	2016	2022	\$2,000		Bus Bike Rack Replacement	9	2019	2028	\$ 2,000
Bus Farebox Replacement	8	2016	2024	\$20,000		Bus Farebox Replacement	9	2019	2028	\$ 20,000

BVRTSC Administration met with Town of Banff Fleet Services Manager to review the current status of the Roam fleet and to discuss and determine if BVRTSC is doing major maintenance at the correct intervals and identify any areas where BVRTSC might be falling short.

Based on our discussions and analysis, BVRTSC is funding the replacement of all major components adequately and assuming a reasonable life span of its' fleet and components. Maintenance in the bus industry is typically done on failure, impending failure or signs of significantly reduced functionality, not on a scheduled time frame. This allows for parts to continue long past their expected life and can save significant expenditures over the life of the vehicle. Regular maintenance ensures that concerns are identified and remedied in a timely manner.

The Banff Hybrid batteries on the Wolf, Grizzly Bear, and Goat bus are near or past the end of their predicted life span. However, there is no indication based on in-depth battery testing that these batteries need replacement at this time. In fact, the batteries are still retaining around 92% of their total capacity. Funds are set aside for this replacement within the Capital Budget but is recommended that the batteries not be replaced at this time.

Engine and transmission replacements can sometimes be unpredictable, however BVRTSC is confident that Banff Fleet Services is completing all required maintenance, record keeping, and testing to identify issues in a timely manner. For example, fluid testing is being done in an effort to identify unusual levels of contaminants in engines and transmissions which can greatly help identify when major service is imminent.

The next major replacement service identified within the Capital Budget is a full engine replacement for the Canmore/Banff Regional 'Moose' Bus in 2020 at ~\$67K. Fleet Services are performing diagnostic testing on a monthly basis to help identify if there are any indications of possible engine failure and will

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recommend early replacement if needed. In which case, Administration would approach the Commission to move funds ahead from 2020 to 2019 to replace the engine a few months earlier than expected.

Major repairs are scheduled through the off season wherever possible, to avoid downtime affecting service levels.

IMPLICATIONS:

In the rare event where an unscheduled replacement of a capital item such as a bus or major mechanical component required for service is necessary, Administration would bring this forward to the Commission as quickly as possible and request that existing funds set aside for future work be moved forward so the replacement of the component can begin.

BUSINESS PLAN/ BUDGET IMPLICATIONS

The BVRTSC 10 Year Capital Budget identifies each bus and each major fleet component scheduled for replacement. It identifies the year scheduled for replacement and the amount set aside and applied an assume rate of inflation for all long-term replacement amounts.

BRAND IMPACT:

BVRTSC and Fleet Services makes it a top priority that all Roam buses represent the brand well by being in excellent condition, both inside and out. It is very important that all vehicles under the Roam brand are clean, well maintained, and operating as efficiently as possible.

RISKS

The financial risk of mechanical failure and downtime is always present in operating passenger carrying vehicles. No changes are being recommended to the maintenance program, therefore no additional risk is being introduced.

ATTACHMENTS

- None – Please refer to published 2019 BVRTSC 10 Year Capital Plan

Bow Valley *Regional* Transit Services Commission



Board Meeting Location Discussion

Davina Bernard