

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

**BVRTSC Boardroom – 221 Beaver Street, Banff, AB.**

**AGENDA**

**November 13, 2019      2:00-4:00pm**

1. Call to Order
2. Approval of the Agenda
3. Minutes
  - Approval of the October 23, 2019 Regular Meeting Minutes (attached)
  - Approval of the October 23, 2019 Annual Organizational 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) Q3 Financial Results (For Information Only)
  - b) Survey results from Banff/Lake Louise Marketing Consortium (For Information Only)
  - c) Parks Canada Presentation of Lake Louise Shuttle (For Information Only)
  - d) Intelligent Transit Systems Technology External Review (Request for Decision)
  - e) Appointment of Chair and Vice-Chair (Request for Decision)
  - f) Finalization of meeting dates and times (Request for Decision)
6. Adjournment

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

**BVRTSC Boardroom – 221 Beaver Street, Banff, AB.**

**MINUTES**

**October 23, 2019 2:00-3:30pm**

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

**BVRTSC ADMINISTRATION PRESENT**

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

**ADMINISTRATION PRESENT**

Danielle Morine, ID9  
Claire Ellick, Town of Canmore  
Greg Danchuk, Parks Canada  
Alex Kolesch, Parks Canada  
Adrian Field, Town of Banff

**1. Call to Order**

Davina Bernard calls meeting to order at 2:01 PM

**2. Approval of the Agenda**

**BVRTSC19-40** Davina Bernard moves to approve the agenda with administrative adjustment

**CARRIED UNANIMOUSLY**

3. Minutes (attached)

**BVRTSC19-41** Davina Bernard moves to approve the September 11, 2019 minutes 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) Approval of final 2020-2022 Commission Operating Budget (Request for Decision)

**BVRTSC19-42** Davina Bernard moves to approve the final 2020-2022 Commission Operating Budget and the final 2020-2029 Commission 10 Year Capital Budget as presented.

**CARRIED UNANIMOUSLY**

- b) Approval of final 2020-2029 Commission 10 Year Capital Budget (Request for Decision)

**BVRTSC19-43** Davina Bernard moves to approve the final 2020-2022 Commission Operating Budget and the final 2020-2029 Commission 10 Year Capital Budget as presented

**CARRIED UNANIMOUSLY**

- c) Report on Summer Super Pass (Request for Decision)

**BVRTSC19-44** Davina Bernard moves to approve the "Super Day Pass" as a permanent product for Roam customers and continue to allocate revenue based on actual ridership, prorated based on the single ride cost of each route. The "Super Day Pass" will continue to be offered at the rate of \$25/day for adults, and \$12.50/day for seniors and youth.

**CARRIED UNANIMOUSLY**

**BVRTSC19-45** Davina Bernard moves to approve the following new pass types at the following rates:

- Super 10 Ride Pass \$80 Adult, \$40 Senior & Youth
  - Super 1 Month Pass \$130 Adult, \$65 Senior & Youth
  - Super 3 Month Pass \$315 Adult, \$157.50 Senior & Youth
  - Super 6 Month Pass \$595 Adult, \$297.50 Senior & Youth
- The revenue for these passes to be allocated at 60% Route 8/8X and 40% Route 3.

**CARRIED UNANIMOUSLY**

- d) Report on Low Income Transit Pass usage (Request for Decision)

**BVRTSC19-46** Davina Bernard moves to remove the 200 pass annual limit on sale of Canmore/Banff Regional low-income 10 Ride passes.

**CARRIED UNANIMOUSLY**

**BVRTSC19-47** Davina Bernard moves to direct Administration to connect with the three other town administrations to discuss the LITP to be funded at fair market value.

**CARRIED UNANIMOUSLY**

- e) Report on Additional Electric Bus Purchase for 2021 Service (Request for Decision)

**BVRTSC19-48** Davina Bernard moves that the Commission endorses the purchase of a Proterra electric bus for delivery in early 2021 using GreenTRIP funding subject to approval by Banff Town Council and Alberta Transportation reallocating GreenTRIP funds.

**CARRIED UNANIMOUSLY**

**BVRTSC19-49** Davina Bernard moves that the Commission endorses the transfer of a late model Nova bus from Banff local service to CB Regional service in May of 2021 subject to approval of increased service by both Canmore and Banff Councils.

**CARRIED UNANIMOUSLY**

**BVRTSC19-50** Davina Bernard moves that the Commission endorses the addition of a third bus to CB Regional service for weekdays beginning in May of 2021 subject to approval by both Canmore and Banff Town Councils.

**CARRIED UNANIMOUSLY**

**BVRTSC19-51** Davina Bernard moves that the Commission endorses the addition of a second bus to CB Regional service for weekends beginning in January of 2021 subject to approval by both Canmore and Banff Town Councils.

**CARRIED UNANIMOUSLY**

## **6. Adjournment**

**BVRTSC19-52** Davina Bernard moves to adjourn the meeting at 3:23PM.

**CARRIED UNANIMOUSLY**

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

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

**MINUTES**

**October 23, 2019 – Approximately 3:30 pm  
(Immediately Following Regular Meeting)**

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

**BVRTSC ADMINISTRATION PRESENT**

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

**ADMINISTRATION PRESENT**

Danielle Morine, ID9  
Claire Ellick, Town of Canmore  
Greg Danchuk, Parks Canada  
Alex Kolesch, Parks Canada  
Adrian Field, Town of Banff

**1. Call to Order**

Davina Bernard calls the meeting to order at 3:23pm

**2. Approval of the Agenda**

**BVRTSC AOM19-01** Davina moves to approve the agenda as presented.

**CARRIED UNANIMOUSLY**

3. Motion to adopt the 2020 Operating & Capital Budgets (*see October 23, 2019 Regular Meeting Package*)

**BVRTSC AOM19-02** Davina Bernard moves to approve the 2019 Operating and Capital Budgets as presented.

**CARRIED UNANIMOUSLY**

4. Ratification of 2017-2020 Updated Strategic Plan

**BVRTSC AOM19-03** Davina Bernard moves to ratify the 2017 to 2020 BVRTSC Strategic Plan as presented.

**CARRIED UNANIMOUSLY**

5. Appointment of Avail Chartered Accountants for Audit of 2019 Financials

**BVRTSC AOM19-04** Davina Bernard moves to accept Avail Chartered Accountants as the Chartered Accountants for the BVRTSC 2019 financial audit.

**CARRIED UNANIMOUSLY**

6. Setting Dates and Location of Meetings until the 2020 AOM

**BVRTSC AOM19-05** Davina Bernard moves that for 2020, we continue with Commission meetings on the 2<sup>nd</sup> Wednesday of every month at 2pm in the Ian Mackie Boardroom at 221 Beaver Street, Banff.

**CARRIED UNANIMOUSLY**

7. Adjournment

**BVRTSC AOM19-06** Davina Bernard moves to adjourn the meeting at 3:43PM.

**CARRIED UNANIMOUSLY**

# Bow Valley *Regional* Transit Services Commission



## CAO Report

## CAO Update – November 2019

- **Financial:**

- With the Provincial budget announced recently, the key cut to transit funding is the removal of the Alberta Community Transit Fund (ACT). ACT had been previously announced by the NDP in mid-2018 and was slated to provide between 40% and 50% capital funding for a number of projects. Administration will be working to determine how to best keep those projects alive and moving forward through alternate funding methods. See attachment below for the Government Finance Officers of Alberta (GFOA) summary of their interpretation of the impact of the Provincial budget.
- The Investing in Canada Plan (ICIP) federal funding program is anticipated to continue to move ahead, with project approvals being announced in early 2020. BVRTSC administration is working with Alberta Transportation, the administrators of this federal funding, to ensure we are able to receive approvals in as timely a manner as possible.
- Q3 2019 results will be discussed in this meeting, with all indications leading to a successful year with surpluses in a number of areas due to strong cost controls and higher than anticipated ridership.

- **LLB Regional Service:**

- Route 8X is now on the Winter/Spring schedule, with 7 departures daily each way between Banff and Lake Louise. Initial ridership numbers in October 2019 compared to October 2018 are down approximately 16%, however it is believed this is due to 2018 service being free prior to December.
- Even with the reduced numbers from 2018, the average ridership per day in October was 179.
- Roam is in consultation with Parks Canada on bus stop improvements in the Lake Louise area. It is anticipated that construction will begin on permanent bus stop improvements in early summer of 2020.

- **Banff Local Service:**



- Town of Banff Administration, with input from BVRTSC Administration, are working to finalize and award the contract for construction of the transit storage building to be located on Hawk Avenue in Banff. It is anticipated that construction will begin in early 2020.
- **CB Regional Service:**
  - CB Regional service continues to have strong ridership, with an overall YTD increase of 13%.
  - CB Regional service will be continuing on a permanent basis to travel in Banff Avenue when arriving from Canmore to reduce the impact of one train crossing. This has been a successful change which has seen substantial positive and minimal negative impact to customers.
- **Canmore Local Service:**
  - With the slowdown in traffic volumes in the fall, ridership in Canmore has increased significantly. Over 14,000 riders used Route 5 in October, representing a 62% increase over 2018.
  - Canmore is currently in the process of making improvements to a number of bus stops in town, adding cement pads, lighting in some places and benches. Plans for transit shelters will be continuing through 2020. Crosswalks and lighting around transit stops are helping to enhance both safety and transit rider experience.
- **General:**
  - The Canadian Urban Transit Association (CUTA) annual conference and trade show is being held in Calgary this weekend and next week (Nov 10 – 13). Roam has significant involvement in this and will be showcasing ourselves to transit agencies and their business partners from across Canada.
    - Roam is providing a coach for a sightseeing day trip for CUTA participants to travel to Banff
    - In exchange for this, CUTA is allowing Roam to have one of our MCI Coaches on display in the trade show section of the conference. This will be hosted by a Roam employee and MCI's VP of Sales.
    - Both Steve Nelson and I are attending CUTA and will be attending educational sessions as well as meeting one on one with numerous suppliers and transit agencies.

**Attachment:**

Government Finance Officers of Alberta – Report on Provincial Budget:



*GFOA Alberta Special Release Bulletin #26 October 24, 2019*

***Alberta Government 2019 Budget Announcement***

*The Alberta Government released the 2019 provincial budget on October 24, 2019. The budget focuses on three key priorities:*

- *Getting Albertans back to work;*
- *Making life better for Albertans; and*
- *Standing up for Alberta*

*The following are some of the highlights of the budget's impact on Alberta municipalities, including the following changes made to municipal granting programs:*

- ***Municipal Sustainability Initiative (MSI) Capital*** - *The Province has reduced MSI Capital funding by \$94 million in 2020-21 and \$142 million in 2021-22. The Province will be creating a new Local Government Fiscal Framework, to begin in 2022-23*
- ***Alberta Community Transit Fund*** – *The Province cancelled this program.*
- ***Court Fines*** – *The forecast includes increases to revenue from sharing 60 percent of fines and penalties revenue with municipalities, instead of 73.3 percent, estimated at \$37 million per year beginning 2020-21.*
- ***Grants in Place of Taxes*** – *The majority of ministry savings come from a 25 percent reduction in the Grants in Place of Taxes (GIPOT) program in 2019-2020 and a further 25 percent reduction in 2020-21. Total savings at \$81 million over four years.*
- ***Education Property Tax*** – *Mill rate frozen for 2019.*
- ***Summer Temporary Employment Program (STEP)*** - *Eliminating the Summer Temporary Employment Program (STEP) after the 2019 program year saves about \$32 million over four years. Employers and youth will continue to be supported by existing programs and services. Reductions to various grant programs will save \$45 million over four years. Administrative savings, including eliminating vacant positions will save a further \$9 million over four years.*

- **Housing Management Bodies** - Operating budgets for Housing Management Bodies (HMBs) will be reduced by an average of 3.5 per cent beginning January 1, 2020 for a total savings of \$17 million over four years. Government will honour existing rental assistance agreements. In addition, HMBs hold \$14 million in rental supplement advances. Operational efficiencies and transforming the housing system are also expected to create operational efficiencies of \$12-\$25 million over four years.
- **Policing Biology Casework Analysis** - Municipalities instead of the Province will pay for biology casework analysis.
- **Municipal Census Data** - Alberta is the only province that accepts population numbers from a municipal census to allocate municipal grants. Given that only a handful of municipalities conduct a census every year, shifting to population estimates will result in more consistent and timely information about Alberta's population and a fairer allocation of grants.
- **Municipal Policing Assistance Grant and Police Officer Grant** - Policing grants are maintained and will be informed by the Justice and Solicitor General review.
- **Municipal Property Tax Revenue** - Between 2008 and 2018, Alberta municipal property tax revenue almost doubled - from \$3.8 billion to \$7.4 billion – while provincial education property tax revenue increased from \$1.6 billion to \$2.4 billion (see pages 151–152 of the Tax Plan). The government believes that lowering overall taxes is a priority, given current fiscal, economic and employment conditions, and is exercising significant restraint to leave more in the hands of taxpayers and job creators. Municipal spending levels directly impact the overall tax burden, and restraint is encouraged.
- **Alberta Community Partnership Programs** - Funding will be reduced for the Alberta Community Partnership, saving \$1.5 million a year for four years. The funding formula for this program is being reviewed according to the provincial website.
- **Low Income Transit Support Pilot Program** - The low-income transit support pilot is prolonged to support vulnerable Albertans (\$9.5 million per year).
- **Strategic Transportation Infrastructure Program (STIP)** - The Strategic Transportation Infrastructure Program will continue to provide financial assistance to municipalities for total provincial support of \$84 million. Continuing this funding will promote economic growth and will improve and rehabilitate local transportation infrastructure such as local bridges, community airports and resource roads for communities.
- **Municipal Sustainability Initiative (MSI) Operating** - The Municipal Sustainability Initiative (operating grants) is maintained.
- **Federal Gas Tax Fund** - No changes.

- **New Building Canada Fund** - No new funding allocated.
- **Water and Wastewater Grant Programs** – Reduced slightly from 2018 forecast.
- **Clean Water Wastewater Funding – Phase 1** – Program ending, as scheduled.
- **First Nations Water Tie-In Program (formally called Access to Regional Drinking Water Systems (UNDRIP))** - Funding remains but has been reduced from \$24.4 million to \$18.3 million.
- **Municipal Cannabis Transition Program** – Program ending.
- **GreenTRIP** – Program ending.
- **Public Transit Infrastructure Fund (PTIF) Phase 1** – Program ending.
- **Family and Community Support Service Grants** – Family and Community Support Services grants are being maintained.
- **Alberta 911 Program** – Maintained at current levels.

To view the complete 2019 Provincial Budget visit: <https://www.alberta.ca/budget.aspx>

To view AUMA's analysis of the 2019 Provincial Budget visit:

[https://auma.ca/sites/default/files/About\\_AUMA/auma\\_analysis\\_of\\_provincial\\_budget\\_2019\\_final.pdf](https://auma.ca/sites/default/files/About_AUMA/auma_analysis_of_provincial_budget_2019_final.pdf)

To view the RMA's analysis of the 2019 Provincial Budget visit:

<https://rmalberta.com/news/alberta-budget-2019-20-the-facts/>

Prepared by the Emerging Issues Task Force

### **GFOA Alberta's Special Release Bulletins**

GFOA Alberta, through the Communications Task Force, augments its *Quarterly Newsletter Publications* with *Special Release Bulletins* that will be distributed from time to time to all Members. These Bulletins are intended to provide information pertinent to various aspects of municipal finance. They will also be utilized to profile upcoming professional development and training opportunities. The Bulletins are intended to outline information on a specific topic in a brief and concise manner. In some cases, contact references will be provided in order that readers can obtain more detailed information from specific sources. Current and archived Special Release Bulletins can be viewed on the GFOA Alberta website at [www.gfoa.ab.ca](http://www.gfoa.ab.ca).

# Bow Valley *R*egional Transit Services Commission



## Bring Forward List

### BRING FORWARD LIST OF ITEMS PENDING (as of October 2019)

ITEM	Date Initiated	Pending Date	Comments:
<b>BVRTSC19-27</b> - 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	February 2020	Further information to be provided on rental waiting lists and need for accommodation for recruiting
<b>BVRTSC19-47</b> Davina Bernard moves to direct Administration to connect with the three other town administrations to discuss the LITP to be funded at fair market value.	November 2019	January 2020	

# Bow Valley Regional Transit Services Commission Ridership Statistics



Month	Type	Banff Local	Canmore Local	Canmore - Banff Regional	Lake Louise - Banff Regional
<b>October 2019</b>	Bikes	67	323	289	35
	Strollers	75	165	19	3
	Winter Sports	0	21	5	21

## Observations – September 2019:

- Token Transit - Continued uptake in 'Token Trips'.
  - Adult uses - 9,667 rides
  - Youth uses - 472 rides
  - Senior uses - 36 rides
- **Banff Local Routes combined (1,2)** ridership relatively flat with a 1% increase over October 2018.
- **Canmore/Banff Regional Route 3** ridership up 8% compared to October 2018.
- **Canmore Local Route 5** ridership up 62% over October 2018 (Fares in 2018, Free in 2019 plus routing and schedule adjustments)
- **Banff Centre Route 7** ridership at 1,300 for October – a 63% increase over October 2018 (service only started mid-month 2018)
- **Lake Louise-Banff Route 8X** ridership up 14% compared to October 2018, however service only started mid-month 2018
- The layout of 'Monthly Overview' stats featured below have been adjusted to group Year-Round Routes and Summer/Seasonal Routes.

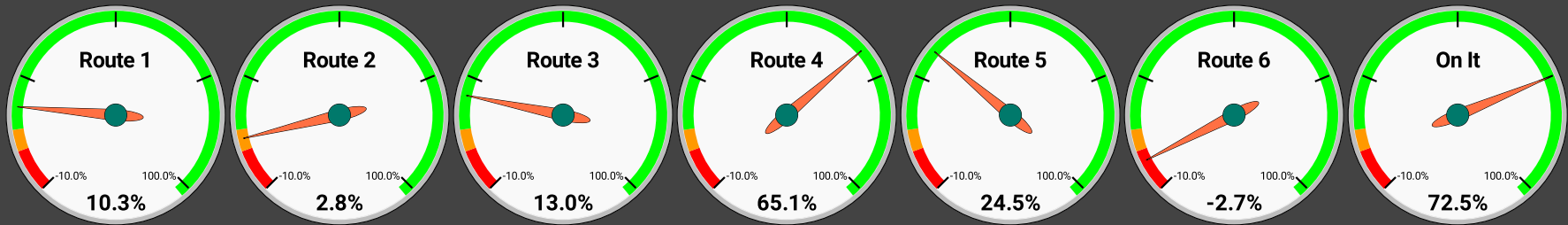
Year-Round Routes																					
October	Route 1 (Sulphur Mtn / Banff Ave)					Route 2 (Tunnel Mtn / Banff Springs Hotel)					Route 3 (Canmore-Banff Regional)					Banff Local Combined Totals (Routes 1, 2, 4)					
Month	2016	2017	2018	2019	% Change	2016	2017	2018	2019	% Change	2016	2017	2018	2019	% Change	2015	2016	2017	2018	2019	% Change
January	19,391	23,567	26,302	28,912	9.9%	22,261	24,429	22,257	27,358	22.9%	8,502	9,892	13,153	15,486	17.7%	41,973	41,652	48,343	48,559	56,270	15.9%
February	20,973	27,697	27,800	29,757	7.0%	22,446	24,820	23,662	26,543	12.2%	8,081	10,182	12,371	12,849	3.9%	41,240	43,419	52,517	51,462	56,300	9.4%
March	24,034	31,830	32,424	34,329	5.9%	23,928	24,474	25,551	27,413	7.3%	8,137	11,435	13,655	15,057	10.3%	46,484	47,962	56,304	57,975	61,742	6.5%
April	18,226	29,233	28,441	27,420	-3.6%	16,355	18,736	20,632	22,763	10.3%	7,911	9,942	13,695	14,618	6.7%	37,483	34,581	47,953	49,073	50,183	2.3%
May	30,882	38,054	44,114	48,522	10.0%	22,549	25,146	28,773	32,526	13.0%	9,753	11,841	15,995	16,925	5.8%	52,462	53,762	64,807	73,542	82,195	11.8%
June	37,896	42,032	57,945	66,195	14.2%	26,196	29,851	50,499	47,222	-6.5%	10,831	12,690	16,261	18,924	16.4%	64,295	64,678	72,956	110,813	117,419	6.0%
July	50,540	56,676	75,168	80,651	7.3%	31,655	38,958	68,439	61,895	-9.6%	11,513	13,258	17,347	20,422	17.7%	79,171	83,146	97,639	147,949	149,250	0.9%
August	52,621	58,460	69,322	81,196	17.1%	32,553	40,767	64,538	63,073	-2.3%	11,089	12,760	16,063	20,105	25.2%	81,401	86,004	101,284	138,176	151,229	9.4%
September	37,009	41,716	50,243	59,934	19.3%	24,406	30,362	39,878	45,951	15.2%	9,720	11,794	13,744	16,379	19.2%	60,204	62,091	74,565	91,739	109,031	18.8%
October	24,252	25,934	28,296	28,982	2.4%	15,358	16,819	21,439	21,044	-1.8%	9,881	12,134	14,465	15,563	7.6%	35,371	39,610	42,753	49,735	50,026	0.6%
November	20,240	22,239	2,260	1,986	-12.1%	17,004	16,947	1,838	1,955	6.4%	11,164	12,432	1,354	1,015	-25.1%	33,785	37,244	38,513	4,098	3,941	-3.8%
December	27,465	27,379	0	0	0.0%	23,551	23,878	0	0	0.0%	9,999	11,748	0	0	0.0%	44,156	51,016	52,818	0	0	0.0%
YTD	363,529	424,817	442,315	487,884	10.3%	278,262	315,187	367,506	377,743	2.8%	116,581	140,108	148,104	167,343	13.0%	618,025	641,791	750,452	823,121	887,586	7.8%

	Route 5 (Canmore Local)					Route 7 (Banff Centre)			Route 8X (Express Lake Louise - Banff Regional)		
Month	2016	2017	2018	2019	% Change	2018	2019	% Change	2018	2019	% Change
January		6,551	8,392	10,225	21.8%		1,431			4,053	
February		5,864	8,264	8,913	7.9%		1,870			2,920	
March		7,206	8,753	9,759	11.5%		1,579			3,310	
April		4,803	7,876	9,144	16.1%		1,148			2,926	
May		6,225	7,454	10,769	44.5%		1,281			5,634	
June		6,414	8,919	12,852	44.1%		1,390			15,224	
July		6,088	12,349	14,183	14.9%		1,334			24,544	
August		6,164	13,800	13,675	-0.9%		1,587			24,743	
September		5,327	8,866	12,348	39.3%		1,306			15,154	
October		6,442	8,739	14,180	62.3%	796	1,300	63.3%	4,916	5,581	13.5%
November	8,570	7,791	673	1,130	67.9%	190	199	4.7%	563	517	-8.2%
December	7,597	6,934	0	0	0.0%	0	0	0.0%	0	0	0.0%
YTD	16,167	75,809	94,085	117,178	24.5%	986	14,425	63.3%	5,479	104,606	13.5%

Summer/Seasonal Routes																					
	Route 4 (Cave and Basin)					Route 6 (Minnewanka)				Route 8S (Scenic Lake Louise - Banff Regional)		Route 9 (Johnston Canyon)		On-It (Calgary Regional)				Route 10 (Moraine Lake Express)		Parking Lot Shuttle	
Month	2016	2017	2018	2019	% Change	2017	2018	2019	% Change	2019	% Change	2019	% Change	2017	2018	2019	% Change	2019	% Change	2019	% Change
January																					
February																					
March																					
April	0	296																			
May	331	388	655	1,147	75.1%	4,023	3,882	3,985	2.7%						1,018	1,271	24.9%				
June	586	1,073	2,369	4,002	68.9%	9,058	8,795	9,966	13.3%	795		1,129		1,197	2,120	3,846	81.4%				
July	951	2,005	4,342	6,704	54.4%	15,975	13,793	11,801	-14.4%	3,521		3,943		4,198	3,746	4,847	29.4%				
August	830	2,057	4,316	6,960	61.3%	17,192	12,980	12,802	-1.4%	4,058		4,262		4,789	3,502	6,282	79.4%			105	
September	676	1,125	1,618	3,146	94.4%	4,016	4,483	4,184	-6.7%	303		1,659		1,522	1,359	4,017	195.6%	1,101		712	
October	527																	1,332			
November																					
December																					
YTD	3,374	7,471	13,300	21,959	65.1%	50,264	43,933	42,738	-2.7%												
										8,677	0.0%	10,993	0.0%	11,706	11,745	20,263	72.5%	2,433	0.0%	817	0.0%

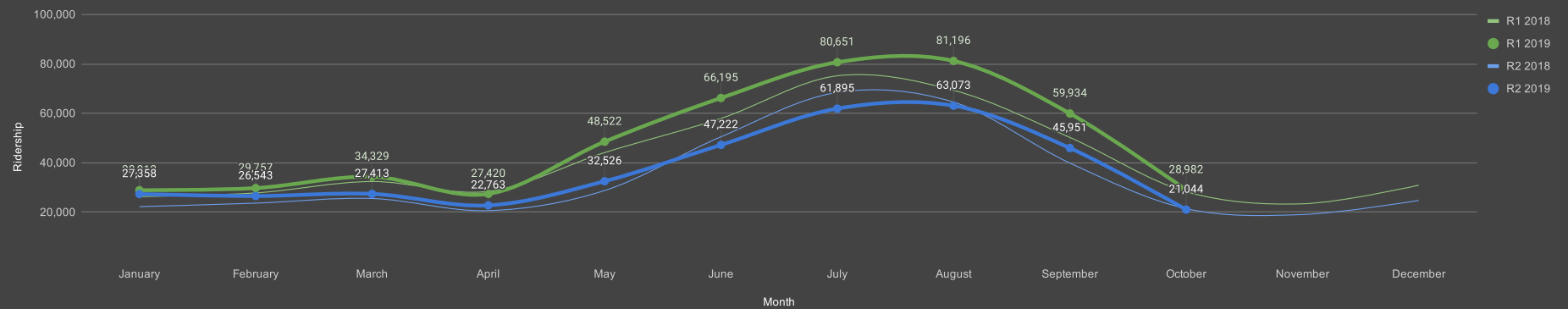


## Year to Date % Ridership Change - Comparing 2018 to 2019

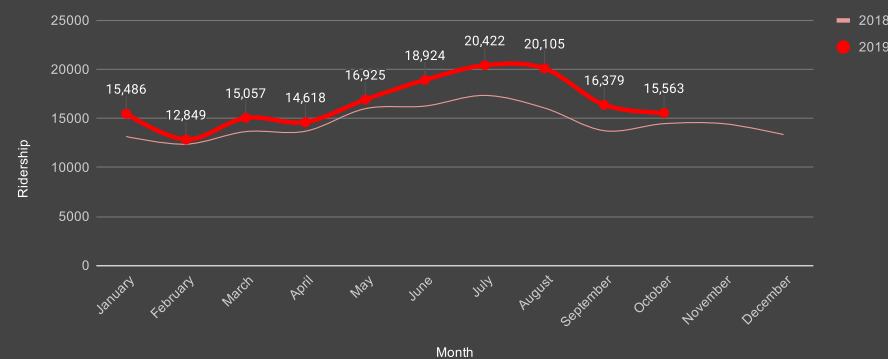


## Monthly Ridership Comparisons by Year

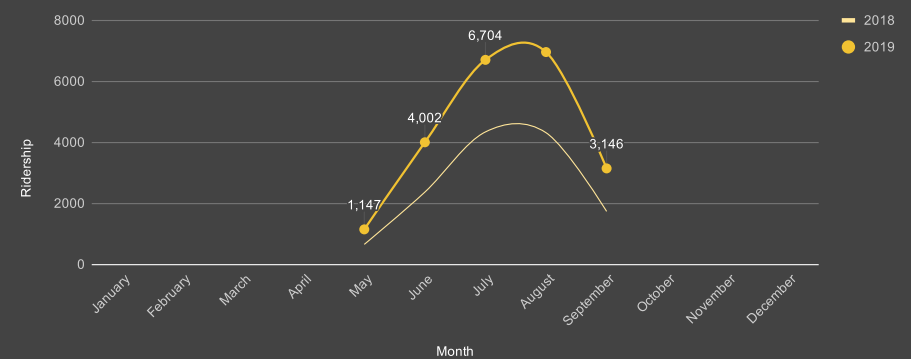
### Banff Local (Routes 1 and 2) Ridership Comparison



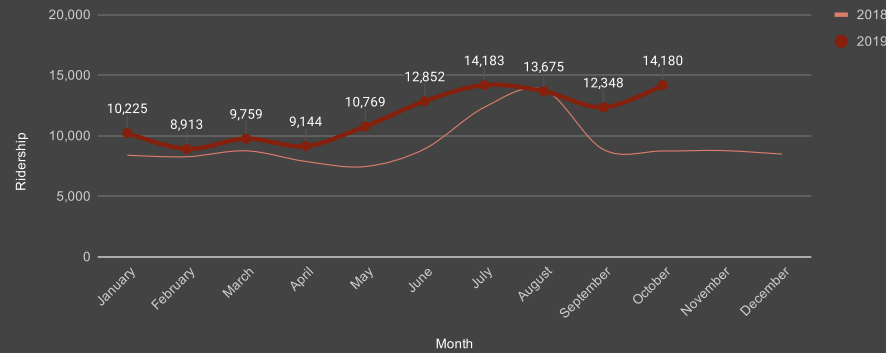
### Canmore - Banff Regional (Route 3) Ridership Comparison



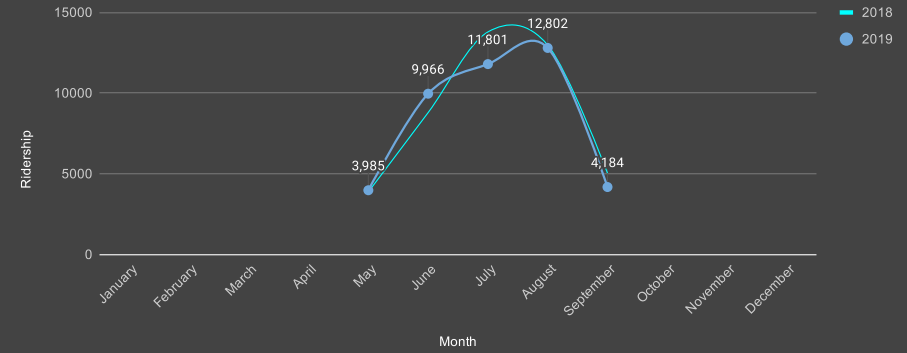
### Banff Local (Route 4) Ridership Comparison



**Canmore Local (Route 5) Ridership Comparison**



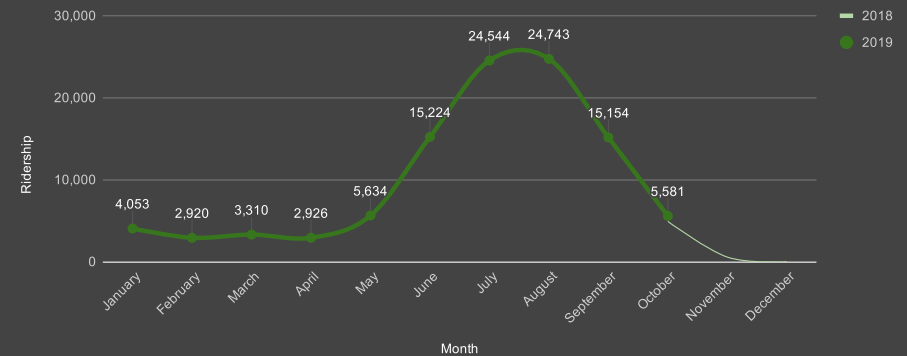
**Minnewanka (Route 6) Ridership Comparison**



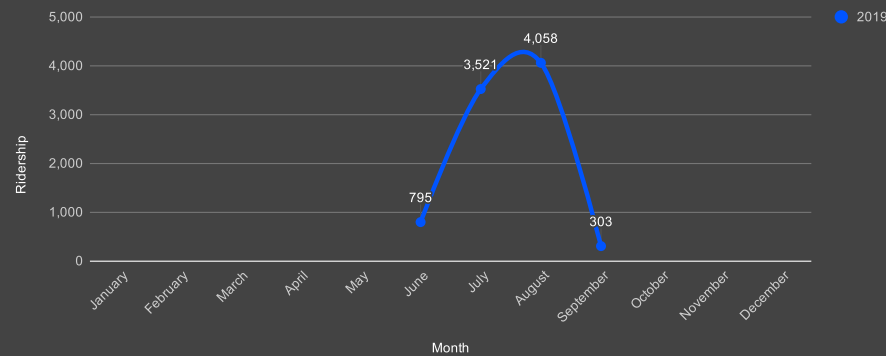
**Banff Centre (Route 7) Ridership Comparison**



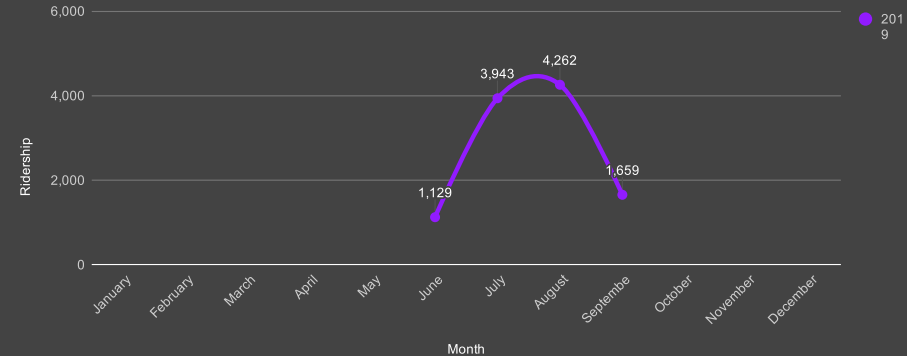
**Express Banff - Lake Louise Regional (Route 8X) Ridership Comparison**



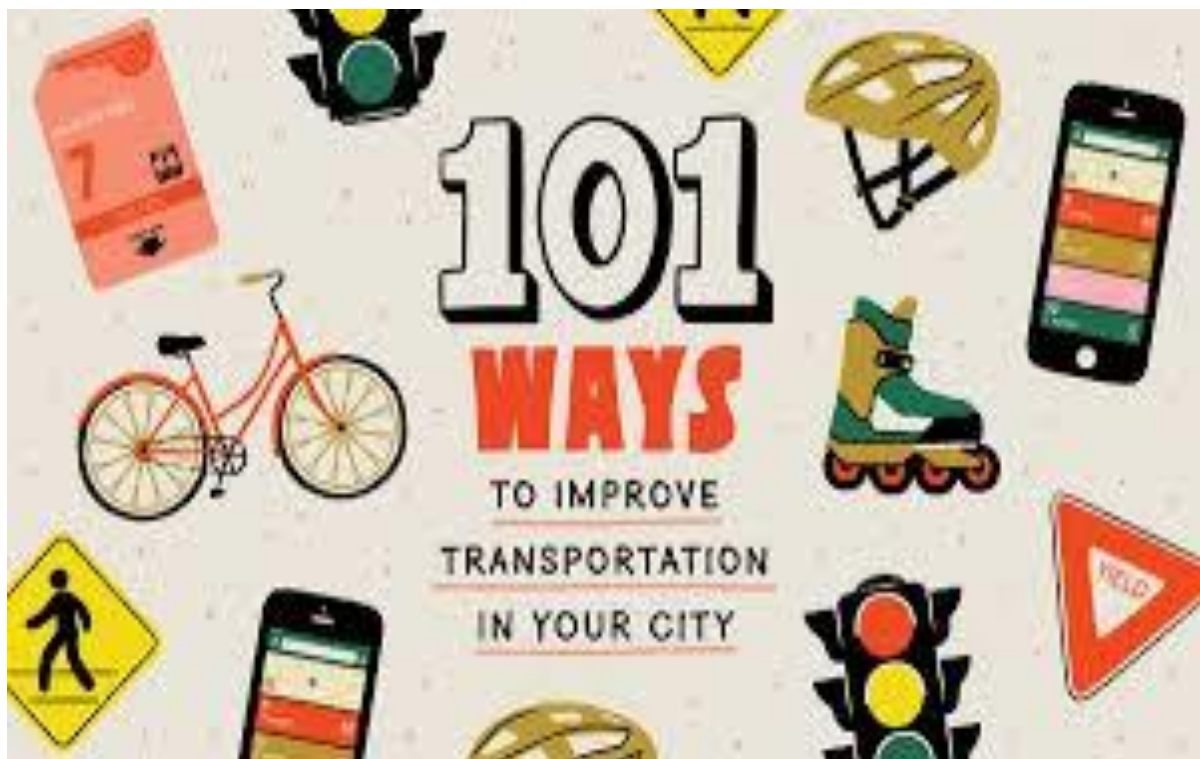
**Scenic Banff - Lake Louise Regional (Route 8S) Ridership**



**Johnston Canyon Regional (Route 9) Ridership**



# Bow Valley *Regional* Transit Services Commission



New Business

# Bow Valley *Regional* Transit Services Commission



## Q3 BVRTSC Financial Results

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 1/2) January - September, 2019																			
	Administrative		Calgary-Banff		Intercept Lot Shuttle		Rt 01 - Banff Local (Sulphur Mtn)		Rt 02 - Banff Local (Tunnel Mtn)		Rt 03 - CB Regional		Rt 04 - Cave and Basin		Rt 05 - Canmore Local		Rt 06 - Lake Minnewanka		Rt 07 - Banff Centre	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Income																				
Bus Pass Sales	0						31,623	24,925	31,439	23,894	232,032	165,381	76		8,672	26,219	307		8	
Farebox Revenue	0						200,670	210,495	201,314	208,522	370,328	321,871	13,828	11,603	23,647	48,694	39,871	38,320	8,563	10,237
Interest Revenue	10,484																			
Marketing & Advertising Revenue							11,880	12,213	10,384	11,742	8,411	9,101	352		7,681	8,240	600		467	
Other Income	1,091						2,832	998	3,157	957	569				7,220		1,674			
Partner Programs							255,861	256,140	64,196	60,003	2,636	4,500								
Recoveries - Operating (non-members)	11,012	77,099	50,848						25,160	15,000			96,750	73,914			241,808	200,504	156,827	157,415
Requisitions - Operating	280,916	280,916	59,691		43,250	43,250	220,456	220,456	291,568	291,568	172,253	172,253			431,793	431,793				
Total Income	\$ 303,503	\$ 358,015	\$ 110,538	\$ -	\$ 43,250	\$ 43,250	\$ 723,324	\$ 725,227	\$ 627,217	\$ 611,686	\$ 786,229	\$ 673,106	\$ 111,006	\$ 85,517	\$ 479,013	\$ 514,946	\$ 284,259	\$ 238,824	\$ 165,865	\$ 167,652
Expenses																				
Advertising & Marketing Expenses	3,084	393					11,989	25,980	10,871	23,335	9,157	24,448	1,528	3,000	11,468	16,296	2,143	6,300	2,024	3,815
Contracted Services / Professional Fees	29,071	48,674	103,038		12,000	43,250	12,292	23,325	11,371	19,631	9,256	20,588	1,021	620	6,184	13,639	2,746	7,725	902	4,953
Fuel Expense	0						69,761	93,302	49,051	76,668	113,381	121,337	4,642	4,000	56,475	59,929	32,973	32,000	10,346	22,893
General Operating Expenses	34,887	39,289					7,031	7,459	6,582	7,171	7,395	9,375	399		2,629	5,645	1,005	1,925	573	1,299
Infrastructure Maintenance							3,216	3,541	3,404	3,408	1,035	2,499	12		7,934	5,506	732	2,000	956	762
Insurance Expense	3,779	3,888					7,651	7,830	5,750	6,057	5,794	6,498	2,013	1,904	6,041	5,868	4,839	4,000	1,376	2,295
Software Fees & Licences	4,441	12,414					15,435	22,831	13,524	22,060	13,284	19,291	3,672	2,000	11,714	17,951	6,595	9,010	3,886	3,594
Training, Travel & Meals	16,492	22,333					1,143	863	979	827	1,108	2,789	112		998	2,016	261	1,211	69	764
Vehicle Expenses	8	1,163					135,059	159,851	117,383	142,052	77,849	134,114	22,308	16,315	101,529	84,756	15,305	41,479	37,121	34,329
Wages & Benefits	166,439	229,861	7,500				388,960	385,447	317,740	315,678	322,283	332,167	60,447	52,394	293,520	303,340	170,643	133,174	97,472	87,829
Total Expenses	\$ 258,200	\$ 358,015	\$ 110,538	\$ -	\$ 12,000	\$ 43,250	\$ 652,537	\$ 730,429	\$ 536,655	\$ 616,887	\$ 560,543	\$ 673,106	\$ 96,154	\$ 80,233	\$ 498,492	\$ 514,946	\$ 237,242	\$ 238,824	\$ 154,725	\$ 162,533
Surplus / Deficiency Prior to Amortization	\$ 45,303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,250	\$ -	\$ 70,787	\$ (5,202)	\$ 90,562	\$ (5,201)	\$ 225,686	\$ -	\$ 14,853	\$ 5,284	\$ (19,479)	\$ -	\$ 47,017	\$ -
Amortization Expense	11,568	40,590					64,319	49,145	54,269	28,599	67,917	64,686	14,853		81,754	70,963	47,017		11,139	
Net Income	\$ 33,734	\$ (40,590)	\$ -	\$ -	\$ -	\$ -	\$ 6,468	\$ (54,347)	\$ 36,293	\$ (33,800)	\$ 157,769	\$ (64,686)	\$ -	\$ 5,284	\$ (101,233)	\$ (70,963)	\$ -	\$ -	\$ 0	\$ 5,119

1

1) \$196K of \$773K surplus represents payments by non-parters to cover amortization expenses, therefore true Q3/2019 surplus is \$577K. Note that YE surplus is expected to be lower once final costs for summer routes are all received.

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 2/2) January - September, 2019												
	Rt 08 - LLB Regional Winter		Rt 08S - LLB Regional Summer Scenic		Rt 08X - LLB Regional Summer Express		Rt 09 - Johnston Canyon		Rt 10 - Moraine Lake		TOTAL		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income													
Bus Pass Sales	23,874		4,684		82,854		4,815		812		421,195	240,419	175%
Farebox Revenue	100,680	33,577	33,157	66,550	401,769	279,510	35,881	101,640	8,949		1,438,658	1,331,019	108%
Interest Revenue					417						10,900	0	
Marketing & Advertising Revenue	1,295		928		540		988				43,527	41,296	105%
Other Income			248				248				17,038	1,955	872%
Partner Programs											322,693	320,643	101%
Recoveries - Operating (non-members)			57,396	21,693	37,586	58,038	62,579	8,232	12,600		752,565	611,895	123%
Requisitions - Operating	164,145	164,145		68,021	0	226,080		36,199			1,664,072	1,934,681	86%
Total Income	\$ 289,994	\$ 197,722	\$ 96,413	\$ 156,264	\$ 523,166	\$ 563,628	\$ 104,511	\$ 146,071	\$ 22,361	\$ -	\$ 4,670,649	\$ 4,481,908	104%
Expenses													
Advertising & Marketing Expenses	8,632	5,984	2,032	4,862	11,615	16,593	2,325	4,545	181		77,048	135,551	57%
Contracted Services / Professional Fees	1,609	6,501	1,325	3,430	4,621	11,706	1,103	3,206	65		196,604	207,248	95%
Fuel Expense	33,070	36,314	8,102	21,971	80,509	80,087	10,147	20,538	2,507		470,963	569,039	83%
General Operating Expenses	1,415	2,008	257	2,992	2,792	10,211	280	2,797	36		65,281	90,171	72%
Infrastructure Maintenance	107	1,924	714	561	1,296	1,915	510	524	276		20,194	22,640	89%
Insurance Expense	1,054	2,500	3,151	5,236	6,513	17,870	3,175	4,894			51,136	68,840	74%
Software Fees & Licences	2,586	4,234	4,618	5,012	13,492	17,103	4,618	4,685	15		97,878	140,185	70%
Training, Travel & Meals	950	644	48	280	690	957	48	262	1		22,900	32,946	70%
Vehicle Expenses	16,526	40,636	6,939	39,777	39,952	141,760	7,031	37,183	3,518		580,528	873,415	66%
Wages & Benefits	90,554	96,977	44,227	72,143	288,921	265,426	50,274	67,437	15,761		2,314,740	2,341,873	99%
Total Expenses	\$ 156,501	\$ 197,722	\$ 71,413	\$ 156,264	\$ 450,401	\$ 563,628	\$ 79,511	\$ 146,071	\$ 22,361	\$ -	\$ 3,897,272	\$ 4,481,908	87%
Surplus / Deficiency Prior to Amortization	\$ 133,493	\$ -	\$ 25,000	\$ -	\$ 72,765	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 773,377	\$ -	
Amortization Expense	8,040	33,959	25,000	50,000	72,765	135,833	25,000	50,000			483,642	523,775	92%
Net Income	\$ 125,453	\$ (33,959)	\$ -	\$ (50,000)	\$ -	\$ (135,833)	\$ -	\$ (50,000)	\$ -	\$ -	\$ 289,734	\$ (523,775)	

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 1/2) January - September, 2019																	
	Administrative		Calgary-Banff		Intercept Lot Shuttle		Rt 01 - Banff Local (Sulphur Mtn)		Rt 02 - Banff Local (Tunnel Mtn)		Rt 03 - CB Regional		Rt 04 - Cave and Basin		Rt 05 - Canmore Local		Rt 06 - Lake Minnewanka	
	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)
<b>INCOME</b>																		
Bus Pass Sales	-	-					31,623	21,264	31,439	21,435	232,032	188,582	76		8,672	23,000	307	
Farebox Revenue	-						200,670	169,666	201,314	212,736	370,328	330,737	13,828	11,576	23,647	36,088	39,871	44,722
Grant Revenue		4,887																
Interest Revenue	10,484	2,455																
Marketing & Advertising Revenue							11,880	10,749	10,384	10,865	8,411	8,573	352	563	7,681	7,019	600	
Other Income	1,091	2,544					2,832	3,449	3,157	3,449	569	6,257			7,220	12,334	1,674	2,006
Partner Programs							255,861	250,353	64,196	62,696	2,636	1,431						
Recoveries - Operating (non-members)	11,012	6,337	50,848					540	25,160				96,750	71,314			241,808	197,613
Requisitions - Operating	280,916	337,188	59,691		43,250		220,456	201,087	291,568	316,893	172,253	175,865			431,793	340,458		
<b>Total Income</b>	<b>303,503</b>	<b>353,410</b>	<b>110,538</b>	<b>-</b>	<b>43,250</b>	<b>-</b>	<b>723,324</b>	<b>657,108</b>	<b>627,217</b>	<b>628,074</b>	<b>786,229</b>	<b>711,445</b>	<b>111,006</b>	<b>83,453</b>	<b>479,013</b>	<b>418,899</b>	<b>284,259</b>	<b>244,341</b>
<b>EXPENSES</b>																		
Advertising & Marketing Expenses	3,084	710					11,989	10,593	10,871	10,726	9,157	12,905	1,528	3,733	11,468	13,217	2,143	3,429
Contracted Services / Professional Fees	29,071	30,069	103,038	202,375	12,000		12,292	11,875	11,371	11,822	9,256	9,019	1,021	795	6,184	9,061	2,746	2,991
Fuel Expense	-						69,761	70,261	49,051	50,262	113,381	116,557	4,642	4,170	56,475	58,169	32,973	30,495
General Operating Expenses	34,887	35,183					7,031	5,587	6,582	5,587	7,395	9,213	399	22	2,629	4,223	1,005	842
Infrastructure Maintenance		1,444					3,216	5,612	3,404	5,612	1,035	1,388	12	474	7,934	261	732	1,416
Insurance Expense	3,779	3,169					7,651	7,675	5,750	5,945	5,794	6,379	2,013	1,061	6,041	5,524	4,839	3,867
Software Fees & Licences	4,441	10,895					15,435	17,616	13,524	13,592	13,284	14,131	3,672	4,177	11,714	14,135	6,595	7,986
Training, Travel & Meals	16,492	14,673					1,143	606	979	577	1,108	560	112	15	998	748	261	15
Vehicle Expenses	8	1,567					135,059	114,399	117,383	106,932	77,849	106,542	22,308	12,549	101,529	98,645	15,305	37,795
Wages & Benefits	166,439	182,788	7,500	5,299			388,960	362,330	317,740	294,548	322,283	306,621	60,447	50,669	293,520	277,413	170,643	155,505
<b>Total Expenses</b>	<b>258,200</b>	<b>280,499</b>	<b>110,538</b>	<b>207,674</b>	<b>12,000</b>	<b>-</b>	<b>652,537</b>	<b>606,555</b>	<b>536,655</b>	<b>505,603</b>	<b>560,543</b>	<b>583,316</b>	<b>96,154</b>	<b>77,665</b>	<b>498,492</b>	<b>481,395</b>	<b>237,242</b>	<b>244,341</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>45,303</b>	<b>72,912</b>	<b>(0)</b>	<b>(207,674)</b>	<b>31,250</b>	<b>-</b>	<b>70,787</b>	<b>50,553</b>	<b>90,562</b>	<b>122,470</b>	<b>225,686</b>	<b>128,130</b>	<b>14,853</b>	<b>5,788</b>	<b>(19,479)</b>	<b>(62,495)</b>	<b>47,017</b>	<b>0</b>
Amortization Expense	11,568	36,412					64,319	43,333	54,269	36,961	67,917	67,786	14,853	6,170	81,754	65,785	47,017	38,391
<b>Net Income</b>	<b>33,734</b>	<b>36,499</b>	<b>(0)</b>	<b>(207,674)</b>	<b>31,250</b>	<b>-</b>	<b>6,468</b>	<b>7,219</b>	<b>36,293</b>	<b>85,509</b>	<b>157,769</b>	<b>60,344</b>	<b>-</b>	<b>(383)</b>	<b>(101,233)</b>	<b>(128,281)</b>	<b>-</b>	<b>(38,391)</b>

1

1) \$196K of \$773K surplus represents payments by non-parters to cover amortization expenses, therefore true Q3/2019 surplus is \$577K. Note that YE surplus is expected to be lower once final costs for summer routes are all received.

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 2/2) January - September, 2019														
	Rt 07 - Banff Centre		Rt 08 - LLB Regional Winter		Rt 08S - LLB Regional Summer Scenic		Rt 08X - LLB Regional Summer Express		Rt 09 - Johnston Canyon		Rt 10 - Moraine Lake		TOTAL		
	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Jan-Sep 2019	Jan - Sep 2018 (PY)	Change
<b>INCOME</b>															
Bus Pass Sales	8		23,874		4,684		82,854		4,815		812		421,195	254,280	166,915
Farebox Revenue	8,563		100,680		33,157		401,769		35,881		8,949		1,438,658	805,526	633,132
Grant Revenue				448									0	5,335	(5,335)
Interest Revenue							417						10,900	2,455	8,446
Marketing & Advertising Revenue	467		1,295		928		540		988				43,527	37,769	5,758
Other Income					248				248				17,038	30,038	(13,000)
Partner Programs													322,693	314,480	8,213
Recoveries - Operating (non-members)	156,827				57,396		37,586		62,579		12,600		752,565	275,803	476,762
Requisitions - Operating			164,145				-						1,664,072	1,371,491	292,581
<b>Total Income</b>	<b>165,865</b>	<b>-</b>	<b>289,994</b>	<b>448</b>	<b>96,413</b>	<b>-</b>	<b>523,166</b>	<b>-</b>	<b>104,511</b>	<b>-</b>	<b>\$ 22,361</b>	<b>\$ -</b>	<b>\$ 4,670,649</b>	<b>\$ 3,097,177</b>	<b>\$ 1,573,472</b>
<b>EXPENSES</b>															0
Advertising & Marketing Expenses	2,024	738	8,632	468	2,032		11,615		2,325		181		77,048	56,520	20,529
Contracted Services / Professional Fees	902	-	1,609	895	1,325		4,621		1,103		65		196,604	278,904	(82,300)
Fuel Expense	10,346		33,070		8,102		80,509		10,147		2,507		470,963	329,913	141,051
General Operating Expenses	573	35	1,415	35	257		2,792		280		36		65,281	60,726	4,555
Infrastructure Maintenance	956	40	107	93	714		1,296		510		276		20,194	16,339	3,854
Insurance Expense	1,376		1,054		3,151		6,513		3,175				51,136	33,619	17,516
Software Fees & Licences	3,886	-	2,586	-	4,618		13,492		4,618		15		97,878	82,533	15,345
Training, Travel & Meals	69		950		48		690	1,107	48		1		22,900	18,301	4,599
Vehicle Expenses	37,121	385	16,526	385	6,939		39,952		7,031		3,518		580,528	479,199	101,329
Wages & Benefits	97,472	174	90,554	135	44,227		288,921	5,563	50,274		15,761		2,314,740	1,641,046	673,693
<b>Total Expenses</b>	<b>154,725</b>	<b>1,372</b>	<b>156,501</b>	<b>2,012</b>	<b>71,413</b>	<b>-</b>	<b>450,401</b>	<b>6,670</b>	<b>79,511</b>	<b>-</b>	<b>\$ 22,361</b>	<b>\$ -</b>	<b>\$ 3,897,272</b>	<b>\$ 2,997,100</b>	<b>\$ 900,172</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>11,139</b>	<b>(1,372)</b>	<b>133,493</b>	<b>(1,564)</b>	<b>25,000</b>	<b>-</b>	<b>72,765</b>	<b>(6,670)</b>	<b>25,000</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 773,377</b>	<b>\$ 100,077</b>	<b>\$ 673,299</b>
Amortization Expense	11,139	-	8,040	-	25,000		72,765		25,000				483,642	294,839	188,803
<b>Net Income</b>	<b>0</b>	<b>(1,372)</b>	<b>125,453</b>	<b>(1,564)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(6,670)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>289,734</b>	<b>(194,762)</b>	<b>484,496</b>



Bow Valley Regional Transit Services Commission												
Administrative												
January - September, 2019												
	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Interest Revenue	3,524			2,493			4,466			10,484	-	
Other Income	84			498			509			1,091	-	
Recoveries - Operating (non-members)	2,078	2,550	81%	9,175	28,594	32%	(241)	45,955	-1%	11,012	77,099	14%
Requisitions - Operating	120,927	120,927	100%	89,753	89,753	100%	70,236	70,236	100%	280,916	280,916	100%
<b>Total Income</b>	<b>126,613</b>	<b>123,477</b>	<b>103%</b>	<b>101,919</b>	<b>118,347</b>	<b>86%</b>	<b>74,971</b>	<b>116,191</b>	<b>65%</b>	<b>303,503</b>	<b>358,015</b>	<b>85%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	1,543	129	1196%	619	132	469%	922	132	699%	3,084	393	785%
Contracted Services / Professional Fees	13,155	21,218	62%	9,894	15,228	65%	6,022	12,228	49%	29,071	48,674	60%
General Operating Expenses	11,911	13,087	91%	11,175	13,101	85%	11,801	13,101	90%	34,887	39,289	89%
Insurance Expense	1,260	1,296	97%	1,260	1,296	97%	1,260	1,296	97%	3,779	3,888	97%
Software Fees & Licences	1,553	4,134	38%	1,464	4,140	35%	1,423	4,140	34%	4,441	12,414	36%
Training, Travel & Meals	3,401	7,447	46%	7,744	7,443	104%	5,348	7,443	72%	16,492	22,333	74%
Vehicle Expenses	-	389	0%	8	387	2%	-	387	0%	8	1,163	1%
Wages & Benefits	73,543	75,777	97%	54,258	76,620	71%	38,638	77,464	50%	166,439	229,861	72%
<b>Total Expenses</b>	<b>106,366</b>	<b>123,477</b>	<b>86%</b>	<b>86,421</b>	<b>118,347</b>	<b>73%</b>	<b>65,413</b>	<b>116,191</b>	<b>56%</b>	<b>258,200</b>	<b>358,015</b>	<b>72%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>20,247</b>	<b>-</b>		<b>15,498</b>	<b>-</b>		<b>9,557</b>	<b>-</b>		<b>45,303</b>	<b>-</b>	
Amortization Expense	3,856	18,600	21%	3,856	12,516	31%	3,856	9,474	41%	11,568	40,590	29%
<b>Net Income</b>	<b>16,391</b>	<b>(18,600)</b>		<b>11,642</b>	<b>(12,516)</b>		<b>5,701</b>	<b>(9,474)</b>		<b>33,734</b>	<b>(40,590)</b>	

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 with an additional \$30K interest earned from Jan-Sep allocated to deferred capital contributions.

2) Advertising & Marketing Expenses are above budget due to purchase of promotional items such as Roam branded drinking glasses, pens & umbrellas.

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.

6) Recoveries (non-members) is below budget based on the new style of contract signed with Parks Canada. Under the contribution agreements for Routes 4, 6, 8S, 8X & 9 Parks Canada pays contributions based on actual expenses incurred by the Routes. Administration has therefore moved the revenue out of administration and into each of the Routes. This is offset by wages / benefits to support these routes being moved out of the administration class and into each of the routes based on service hours.

**Bow Valley Regional Transit Services Commission**  
**Route 1 - Banff Local Sulphur Mtn**

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	9,404	4,985	189%	10,635	8,605	124%	11,584	11,335	102%	31,623	24,925	127%
Farebox Revenue	39,904	42,090	95%	60,804	72,674	84%	99,962	95,731	104%	200,670	210,495	95%
Marketing & Advertising Revenue	2,480	2,443	102%	3,031	4,216	72%	6,370	5,554	115%	11,880	12,213	97%
Other Income	1,001	202	495%	1,027	343	299%	804	453	178%	2,832	998	284%
Partner Programs	85,153	85,380	100%	85,503	85,380	100%	85,205	85,380	100%	255,861	256,140	100%
Requisitions - Operating	34,369	34,369	100%	77,305	77,305	100%	108,782	108,782	100%	220,456	220,456	100%
<b>Total Income</b>	<b>172,310</b>	<b>169,469</b>	<b>102%</b>	<b>238,305</b>	<b>248,523</b>	<b>96%</b>	<b>312,708</b>	<b>307,235</b>	<b>102%</b>	<b>723,324</b>	<b>725,227</b>	<b>100%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	3,749	5,199	72%	5,767	8,968	64%	2,473	11,813	21%	11,989	25,980	46%
Contracted Services / Professional Fees	2,165	4,660	46%	5,181	8,054	64%	4,945	10,611	47%	12,292	23,325	53%
Fuel Expense	16,132	18,654	86%	23,733	32,214	74%	29,895	42,434	70%	69,761	93,302	75%
General Operating Expenses	2,002	1,495	134%	2,616	2,573	102%	2,413	3,391	71%	7,031	7,459	94%
Infrastructure Maintenance	174	721	24%	1,362	1,222	111%	1,680	1,598	105%	3,216	3,541	91%
Insurance Expense	2,561	2,610	98%	2,545	2,610	98%	2,545	2,610	98%	7,651	7,830	98%
Software Fees & Licences	4,496	7,612	59%	5,483	7,608	72%	5,455	7,611	72%	15,435	22,831	68%
Training, Travel & Meals	475	173	275%	471	299	158%	196	391	50%	1,143	863	132%
Vehicle Expenses	33,551	36,775	91%	38,642	54,758	71%	62,866	68,318	92%	135,059	159,851	84%
Wages & Benefits	86,333	92,414	93%	135,577	131,811	103%	167,051	161,222	104%	388,960	385,447	101%
<b>Total Expenses</b>	<b>151,638</b>	<b>170,313</b>	<b>89%</b>	<b>221,379</b>	<b>250,117</b>	<b>89%</b>	<b>279,520</b>	<b>309,999</b>	<b>90%</b>	<b>652,537</b>	<b>730,429</b>	<b>89%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>20,672</b>	<b>(844)</b>		<b>16,927</b>	<b>(1,594)</b>		<b>33,188</b>	<b>(2,764)</b>		<b>70,787</b>	<b>(5,202)</b>	
Amortization Expense	18,090	13,823	131%	22,110	16,893	131%	24,120	18,429	131%	64,319	49,145	131%
<b>Net Income</b>	<b>2,582</b>	<b>(14,667)</b>		<b>(5,183)</b>	<b>(18,487)</b>		<b>9,069</b>	<b>(21,193)</b>		<b>6,468</b>	<b>(54,347)</b>	

1) Other income consists of warranty revenue.

2) Pass sales and farebox revenue are down \$3K from budget but up \$41K from prior year.

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

4) Fuel is \$23K below budget but is tracking with 2018 expenditures. This has been adjusted for in the 2020 operating budget.

5) Software Fees & Licences are below budget due lower than anticipated costs on Smart Farebox Software, Bus Arrival Software, security camera software, GPS software, and luminator software.

This is partially due to lags in when software companies increase invoices based on expansion of fleet and partially due to initial service fees being included in new bus purchases.

6) Vehicle expenses were below budget based on actual expense incurred.

**Bow Valley Regional Transit Services Commission  
Route 2 - Banff Local Tunnel Mtn**

January - September, 2019												
	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	9,404	5,904	159%	10,540	8,146	129%	11,495	9,844	117%	31,439	23,894	132%
Farebox Revenue	36,655	37,464	98%	61,860	64,741	96%	102,799	106,317	97%	201,314	208,522	97%
Marketing & Advertising Revenue	2,285	2,901	79%	2,483	4,003	62%	5,616	4,838	116%	10,384	11,742	88%
Other Income	1,001	236	424%	1,352	326	415%	804	395	204%	3,157	957	330%
Partner Programs	21,370	20,001	107%	21,429	20,001	107%	21,397	20,001	107%	64,196	60,003	107%
Recoveries - Operating (non-members)		-			5,000	0%	25,160	10,000	252%	25,160	15,000	168%
Requisitions - Operating	101,122	101,122	100%	105,167	105,167	100%	85,279	85,279	100%	291,568	291,568	100%
<b>Total Income</b>	<b>171,836</b>	<b>167,628</b>	<b>103%</b>	<b>202,831</b>	<b>207,384</b>	<b>98%</b>	<b>252,550</b>	<b>236,674</b>	<b>107%</b>	<b>627,217</b>	<b>611,686</b>	<b>103%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	3,724	5,768	65%	5,170	7,953	65%	1,977	9,614	21%	10,871	23,335	47%
Contracted Services / Professional Fees	2,143	4,849	44%	4,869	6,693	73%	4,358	8,089	54%	11,371	19,631	58%
Fuel Expense	13,354	18,948	70%	16,331	26,137	62%	19,366	31,583	61%	49,051	76,668	64%
General Operating Expenses	1,985	1,774	112%	2,476	2,444	101%	2,120	2,953	72%	6,582	7,171	92%
Infrastructure Maintenance	236	850	28%	1,425	1,162	123%	1,742	1,396	125%	3,404	3,408	100%
Insurance Expense	1,927	2,019	95%	1,912	2,019	95%	1,912	2,019	95%	5,750	6,057	95%
Software Fees & Licences	4,496	7,352	61%	4,693	7,352	64%	4,335	7,356	59%	13,524	22,060	61%
Training, Travel & Meals	440	205	215%	398	282	141%	141	340	42%	979	827	118%
Vehicle Expenses	33,551	38,210	88%	33,340	48,154	69%	50,492	55,688	91%	117,383	142,052	83%
Wages & Benefits	85,590	88,496	97%	109,575	106,782	103%	122,575	120,400	102%	317,740	315,678	101%
<b>Total Expenses</b>	<b>147,447</b>	<b>168,471</b>	<b>88%</b>	<b>180,190</b>	<b>208,978</b>	<b>86%</b>	<b>209,018</b>	<b>239,438</b>	<b>87%</b>	<b>536,655</b>	<b>616,887</b>	<b>87%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>24,389</b>	<b>(843)</b>		<b>22,642</b>	<b>(1,594)</b>		<b>43,532</b>	<b>(2,764)</b>		<b>90,562</b>	<b>(5,201)</b>	
Amortization Expense	18,090	9,531	190%	18,090	9,534	190%	18,090	9,534	190%	54,269	28,599	190%
<b>Net Income</b>	<b>6,299</b>	<b>(10,374)</b>		<b>4,552</b>	<b>(11,128)</b>		<b>25,442</b>	<b>(12,298)</b>		<b>36,293</b>	<b>(33,800)</b>	

1) Other income consists of warranty revenue.

2) Pass sales and farebox revenue are inline with budget but down \$1K from prior year.

3) Recoveries (non-members) is higher than budget based on negotiations with Parks Canada to increase their contribution to Route 2.

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

5) Fuel is \$28K below budget but is tracking with 2018 expenditures. This has been adjusted for the 2020 operating budget.

6) Software Fees & Licences are below budget due lower than anticipated costs on Smart Farebox Software, Bus Arrival Software, security camera software, GPS software, and luminator software.

This is partially due to lags in when software companies increase invoices based on expansion of fleet and partially due to initial service fees being included in new bus purchases.

7) Vehicle expenses were below budget based on actual expense incurred.

**Bow Valley Regional Transit Services Commission  
Route 3 - Canmore / Banff Regional**

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	82,204	51,819	159%	75,778	55,412	137%	74,050	58,150	127%	232,032	165,381	140%
Farebox Revenue	92,210	100,853	91%	121,294	107,844	112%	156,824	113,174	139%	370,328	321,871	115%
Marketing & Advertising Revenue	2,635	2,852	92%	1,533	3,049	50%	4,243	3,200	133%	8,411	9,101	92%
Other Income				569			-			569	-	
Partner Programs	1,060	1,500	71%	564	1,500	38%	1,012	1,500	67%	2,636	4,500	59%
Requisitions - Operating	61,555	61,555	100%	57,134	57,134	100%	53,564	53,564	100%	172,253	172,253	100%
<b>Total Income</b>	<b>239,664</b>	<b>218,579</b>	<b>110%</b>	<b>256,872</b>	<b>224,939</b>	<b>114%</b>	<b>289,693</b>	<b>229,588</b>	<b>126%</b>	<b>786,229</b>	<b>673,106</b>	<b>117%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	4,298	7,657	56%	2,443	8,193	30%	2,416	8,598	28%	9,157	24,448	37%
Contracted Services / Professional Fees	2,601	6,456	40%	3,492	6,897	51%	3,164	7,235	44%	9,256	20,588	45%
Fuel Expense	36,028	38,020	95%	40,979	40,653	101%	36,374	42,664	85%	113,381	121,337	93%
General Operating Expenses	2,381	2,939	81%	2,786	3,139	89%	2,229	3,297	68%	7,395	9,375	79%
Infrastructure Maintenance	211	783	27%	50	837	6%	774	879	88%	1,035	2,499	41%
Insurance Expense	1,941	2,166	90%	1,926	2,166	89%	1,926	2,166	89%	5,794	6,498	89%
Software Fees & Licences	4,574	6,428	71%	4,349	6,431	68%	4,361	6,432	68%	13,284	19,291	69%
Training, Travel & Meals	565	874	65%	362	934	39%	182	981	19%	1,108	2,789	40%
Vehicle Expenses	24,181	42,021	58%	19,429	44,936	43%	34,239	47,157	73%	77,849	134,114	58%
Wages & Benefits	108,903	111,235	98%	106,608	110,753	96%	106,772	110,179	97%	322,283	332,167	97%
<b>Total Expenses</b>	<b>185,683</b>	<b>218,579</b>	<b>85%</b>	<b>182,423</b>	<b>224,939</b>	<b>81%</b>	<b>192,436</b>	<b>229,588</b>	<b>84%</b>	<b>560,543</b>	<b>673,106</b>	<b>83%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>53,981</b>	<b>-</b>		<b>74,449</b>	<b>-</b>		<b>97,257</b>	<b>-</b>		<b>225,686</b>	<b>-</b>	
Amortization Expense	22,639	21,561	105%	22,639	21,561	105%	22,639	21,564	105%	67,917	64,686	105%
<b>Net Income</b>	<b>31,342</b>	<b>(21,561)</b>		<b>51,810</b>	<b>(21,561)</b>		<b>74,617</b>	<b>(21,564)</b>		<b>157,769</b>	<b>(64,686)</b>	

1) Pass sales and farebox revenue are up \$115K from budget and up \$83K from prior year. The 2020 budget has increased pass/bus sales revenue \$86K over 2019 budget.

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

3) Software Fees & Licences are below budget due lower than anticipated costs on Smart Farebox Software, Bus Arrival Software, security camera software, GPS software, and luminator software.

This is partially due to lags in when software companies increase invoices based on expansion of fleet and partially due to initial service fees being included in new bus purchases.

4) Vehicle Expenses are below budget based on actual costs incurred.

5) Operating surplus is being predominantly driven by strong fare/pass revenue \$115K over budget, and vehicle maintenance savings \$56 under budget.

# Bow Valley Regional Transit Services Commission

## Route 4 - Cave & Basin

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	-			11			64			76	-	
Farebox Revenue	-	-		3,361	3,252	103%	10,467	8,351	125%	13,828	11,603	119%
Marketing & Advertising Revenue							352			352	-	
Recoveries - Operating (non-members)		-		24,221	20,905	116%	72,529	53,009	137%	96,750	73,914	131%
<b>Total Income</b>	-	-		27,594	24,157	114%	83,412	61,360	136%	111,006	85,517	130%
<b>Expenses</b>												
Advertising & Marketing Expenses		-		553	841	66%	976	2,159	45%	1,528	3,000	51%
Contracted Services / Professional Fees	169	-		506	173	293%	345	447	77%	1,021	620	165%
Fuel Expense	-	-		1,519	1,121	135%	3,123	2,879	108%	4,642	4,000	116%
General Operating Expenses				122			276			399	-	
Infrastructure Maintenance				12						12	-	
Insurance Expense	-	-		755	714	106%	1,258	1,190	106%	2,013	1,904	106%
Software Fees & Licences		-		1,224	562	218%	2,447	1,438	170%	3,672	2,000	184%
Training, Travel & Meals				66			46			112	-	
Vehicle Expenses	-	-		7,473	4,575	163%	14,836	11,740	126%	22,308	16,315	137%
Wages & Benefits	3,327	-		20,547	14,690	140%	36,572	37,704	97%	60,447	52,394	115%
<b>Total Expenses</b>	3,496	-		32,778	22,676	145%	59,879	57,557	104%	96,154	80,233	120%
<b>Surplus / Deficiency Prior to Amortization</b>	(3,496)	-		(5,184)	1,481		23,533	3,803		14,853	5,284	
Amortization Expense				5,941			8,912			14,853	-	
<b>Net Income</b>	(3,496)	-		(11,125)	1,481		14,621	3,803		(0)	5,284	

1

1

2

1

3

1

4

1) Recoveries (non-members) are above budget based on the new style of contract signed with Parks Canada. Under the contribution agreements for Routes 4, 6, 8S, 8X & 9 Parks Canada pays contributions based on actual expenses incurred by the Routes. Administration has therefore moved the revenue out of administration and into each of the Routes. This is offset by wages / benefits, software & contracted services to support these routes being moved out of the administration class and into each of the routes as incurred.

2) Fuel expense is greater than budget based on actual consumption and rates.

3) Vehicle Expense are greater than budget based on break-downs on the cutaways in the summer of 2019.

4) Surplus of \$14K is not a true surplus, as it represents a payment for the amortization costs of the bus utilized for Rt 4. Parks Canada's contribution agreement does not allow Capital Requisitions so payments are instead made to cover amortization expense, with the total amount being transferred to a capital reserve for future vehicle replacement.

Bow Valley Regional Transit Services Commission												
Route 5 - Canmore Local												
January - September, 2019												
	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	8,902	8,667	103%	869	8,722	10%	(1,099)	8,830	-12%	8,672	26,219	33%
Farebox Revenue	15,558	16,099	97%	8,109	16,197	50%	(21)	16,398	0%	23,647	48,694	49%
Marketing & Advertising Revenue	2,430	2,723	89%	1,954	2,741	71%	3,297	2,776	119%	7,681	8,240	93%
Other Income				7,190			30			7,220	-	
Requisitions - Operating	148,589	148,589	100%	143,257	143,257	100%	139,947	139,947	100%	431,793	431,793	100%
<b>Total Income</b>	<b>175,480</b>	<b>176,078</b>	<b>100%</b>	<b>161,378</b>	<b>170,917</b>	<b>94%</b>	<b>142,155</b>	<b>167,951</b>	<b>85%</b>	<b>479,013</b>	<b>514,946</b>	<b>93%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	3,100	5,386	58%	6,607	5,420	122%	1,762	5,490	32%	11,468	16,296	70%
Contracted Services / Professional Fees	2,379	4,507	53%	2,060	4,536	45%	1,746	4,596	38%	6,184	13,639	45%
Fuel Expense	20,571	19,811	104%	17,988	19,935	90%	17,916	20,183	89%	56,475	59,929	94%
General Operating Expenses	921	1,870	49%	1,181	1,876	63%	527	1,899	28%	2,629	5,645	47%
Infrastructure Maintenance	174	1,820	10%	7,500	1,831	410%	260	1,855	14%	7,934	5,506	144%
Insurance Expense	2,024	1,956	103%	2,009	1,956	103%	2,009	1,956	103%	6,041	5,868	103%
Software Fees & Licences	4,280	5,981	72%	3,908	5,985	65%	3,525	5,985	59%	11,714	17,951	65%
Training, Travel & Meals	565	666	85%	337	671	50%	96	679	14%	998	2,016	49%
Vehicle Expenses	27,055	28,017	97%	33,188	28,195	118%	41,285	28,544	145%	101,529	84,756	120%
Wages & Benefits	101,981	106,064	96%	98,052	100,512	98%	93,487	96,764	97%	293,520	303,340	97%
<b>Total Expenses</b>	<b>163,050</b>	<b>176,078</b>	<b>93%</b>	<b>172,830</b>	<b>170,917</b>	<b>101%</b>	<b>162,612</b>	<b>167,951</b>	<b>97%</b>	<b>498,492</b>	<b>514,946</b>	<b>97%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>12,430</b>	<b>-</b>		<b>(11,452)</b>	<b>-</b>		<b>(20,457)</b>	<b>-</b>		<b>(19,479)</b>	<b>-</b>	
Amortization Expense	27,251	23,653	115%	27,251	23,655	115%	27,251	23,655	115%	81,754	70,963	115%
<b>Net Income</b>	<b>(14,822)</b>	<b>(23,653)</b>		<b>(38,703)</b>	<b>(23,655)</b>		<b>(47,708)</b>	<b>(23,655)</b>		<b>(101,233)</b>	<b>(70,963)</b>	

1) Farebox revenue and Pass Sales are below budget based on Canmore introducing free local transit until Dec 31, 2019.

2) Other Income consists of warranty reimbursements received.

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

4) Infrastructure Maintenance is over buget based on the cost of changing over signage for new routing. However is inline with Jan-Dec 2019 total budget of \$7,350.

5) Software Fees & Licences are below budget due lower than anticipated costs on Smart Farebox Software, Bus Arrival Software, security camera software, GPS software, and luminator software.

This is partially due to lags in when software companies increase invoices based on expansion of fleet and partially due to initial service fees being included in new bus purchases.

6) Vehicle Expenses are over budget due to actual costs incurred to date.

## Bow Valley Regional Transit Services Commission Route 6 - Lake Minnewanka

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	-	-		62			244			307	-	
Farebox Revenue	-	-		13,586	13,934	98%	26,285	24,386	108%	39,871	38,320	104%
Marketing & Advertising Revenue							600			600	-	
Other Income							1,674			1,674	-	
Recoveries - Operating (non-members)		-		66,145	73,282	90%	175,663	127,222	138%	241,808	200,504	121%
<b>Total Income</b>	-	-		79,793	87,216	91%	204,466	151,608	135%	284,259	238,824	119%
<b>Expenses</b>												
Advertising & Marketing Expenses		-		1,482	2,291	65%	661	4,009	16%	2,143	6,300	34%
Contracted Services / Professional Fees	468	-		1,100	2,809	39%	1,178	4,916	24%	2,746	7,725	36%
Fuel Expense	-	-		12,855	11,637	110%	20,118	20,363	99%	32,973	32,000	103%
General Operating Expenses	-	-		339	698	49%	666	1,227	54%	1,005	1,925	52%
Infrastructure Maintenance		-		732	728	101%		1,272	0%	732	2,000	37%
Insurance Expense	-	-		1,815	1,500	121%	3,024	2,500	121%	4,839	4,000	121%
Software Fees & Licences		-		2,357	3,604	65%	4,238	5,406	78%	6,595	9,010	73%
Training, Travel & Meals		-		152	441	34%	109	770	14%	261	1,211	22%
Vehicle Expenses	-	-		3,446	15,083	23%	11,860	26,396	45%	15,305	41,479	37%
Wages & Benefits	9,204	-		69,457	48,425	143%	91,981	84,749	109%	170,643	133,174	128%
<b>Total Expenses</b>	9,672	-		93,736	87,216	107%	133,834	151,608	88%	237,242	238,824	99%
<b>Surplus / Deficiency Prior to Amortization</b>	(9,672)	-		(13,942)	-		70,632	-		47,017	-	
Amortization Expense				18,807			28,210			47,017	-	
<b>Net Income</b>	(9,672)	-		(32,749)	-		42,421	-		-	-	

1

2

1

3

1) Recoveries (non-members) is above budget based on the new style of contract signed with Parks Canada. Under the contribution agreements for Routes 4, 6, 8S, 8X & 9 Parks Canada pays contributions based on actual expenses incurred by the Routes. Administration has therefore moved the revenue out of administration and into each of the Routes. This is offset by wages / benefits, software & contracted services to support these routes being moved out of the administration class and into each of the routes as incurred.

2) Vehicles expense are less than budget based on expenses incurred to date.

3) Surplus of \$47K is not a true surplus, as it represents a payment for the amortization costs of the buses utilized for Rt 6. Parks Canada's contribution agreement does not allow Capital Requisitions so payments are instead made to cover amortization expense, with the total amount being transferred to a capital reserve for future vehicle replacement.

# Bow Valley Regional Transit Services Commission

## Route 7 - Banff Centre

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	-			-			8			8	-	
Farebox Revenue	3,149	3,373	93%	2,413	3,413	71%	3,001	3,451	87%	8,563	10,237	84%
Marketing & Advertising Revenue				187			280			467	-	
Recoveries - Operating (non-members)	53,221	51,917	103%	47,697	52,470	91%	55,909	53,028	105%	156,827	157,415	100%
<b>Total Income</b>	<b>56,370</b>	<b>55,290</b>	<b>102%</b>	<b>50,297</b>	<b>55,883</b>	<b>90%</b>	<b>59,198</b>	<b>56,479</b>	<b>105%</b>	<b>165,865</b>	<b>167,652</b>	<b>99%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	713	1,259	57%	760	1,271	60%	551	1,285	43%	2,024	3,815	53%
Contracted Services / Professional Fees	308	1,632	19%	396	1,652	24%	198	1,669	12%	902	4,953	18%
Fuel Expense	3,675	7,545	49%	3,977	7,632	52%	2,694	7,716	35%	10,346	22,893	45%
General Operating Expenses	175	432	41%	224	432	52%	174	435	40%	573	1,299	44%
Infrastructure Maintenance		249	0%	12	255	5%	944	258	366%	956	762	126%
Insurance Expense	459	765	60%	459	765	60%	459	765	60%	1,376	2,295	60%
Software Fees & Licences	1,406	1,197	117%	1,332	1,197	111%	1,148	1,200	96%	3,886	3,594	108%
Training, Travel & Meals		254	0%	42	254	17%	27	256	11%	69	764	9%
Vehicle Expenses	14,422	11,315	127%	8,078	11,443	71%	14,621	11,571	126%	37,121	34,329	108%
Wages & Benefits	31,499	28,955	109%	31,305	29,275	107%	34,668	29,599	117%	97,472	87,829	111%
<b>Total Expenses</b>	<b>52,657</b>	<b>53,603</b>	<b>98%</b>	<b>46,584</b>	<b>54,176</b>	<b>86%</b>	<b>55,485</b>	<b>54,754</b>	<b>101%</b>	<b>154,725</b>	<b>162,533</b>	<b>95%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>3,713</b>	<b>1,687</b>		<b>3,713</b>	<b>1,707</b>		<b>3,713</b>	<b>1,725</b>		<b>11,139</b>	<b>5,119</b>	
Amortization Expense	3,713			3,713			3,713			11,139	-	
<b>Net Income</b>	<b>-</b>	<b>1,687</b>		<b>0</b>	<b>1,707</b>		<b>-</b>	<b>1,725</b>	<b>0</b>	<b>0</b>	<b>5,119</b>	

1

1

2

1) Wages and benefits are greater than budget due to under budgeting of driver wages. This is fully offset by savings in fuel expense and will be updated in 2020 budget. No impact anticipated on net income rather a reallocation of expense line items.

2) Surplus of \$11K is not a true surplus, as it represents a payment for the amortization costs of the buses utilized for Rt 7. As the Banff Centre is not a member of the Commission, they do not pay a Capital Requisitions so payments are instead made to cover amortization expense, with the total amount being transferred to a capital reserve for future vehicle replacement.



**Bow Valley Regional Transit Services Commission  
Route 8 - Lake Louise / Banff Regional Winter**

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	13,715			9,827			331			23,874	-	
Farebox Revenue	63,843	19,881	321%	27,664	10,382	266%	9,173	3,314	277%	100,680	33,577	300%
Marketing & Advertising Revenue	360			485			450			1,295	-	
Requisitions - Operating	96,932	96,932	100%	50,476	50,476	100%	16,737	16,737	100%	164,145	164,145	100%
<b>Total Income</b>	<b>174,850</b>	<b>116,813</b>	<b>150%</b>	<b>88,453</b>	<b>60,858</b>	<b>145%</b>	<b>26,692</b>	<b>20,051</b>	<b>133%</b>	<b>289,994</b>	<b>197,722</b>	<b>147%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	2,472	3,701	67%	6,160	1,791	344%	-	492	0%	8,632	5,984	144%
Contracted Services / Professional Fees	1,101	3,847	29%	434	2,013	22%	73	641	11%	1,609	6,501	25%
Fuel Expense	20,434	21,502	95%	10,487	11,228	93%	2,149	3,584	60%	33,070	36,314	91%
General Operating Expenses	686	1,188	58%	674	622	108%	56	198	28%	1,415	2,008	70%
Infrastructure Maintenance	95	1,139	8%	12	595	2%		190	0%	107	1,924	6%
Insurance Expense	636	1,500	42%	314	750	42%	105	250	42%	1,054	2,500	42%
Software Fees & Licences	1,564	1,406	111%	874	1,412	62%	147	1,416	10%	2,586	4,234	61%
Training, Travel & Meals	829	382	217%	117	198	59%	3	64	5%	950	644	147%
Vehicle Expenses	13,999	24,060	58%	2,473	12,566	20%	54	4,010	1%	16,526	40,636	41%
Wages & Benefits	53,956	58,088	93%	30,214	29,683	102%	6,384	9,206	69%	90,554	96,977	93%
<b>Total Expenses</b>	<b>95,771</b>	<b>116,813</b>	<b>82%</b>	<b>51,759</b>	<b>60,858</b>	<b>85%</b>	<b>8,971</b>	<b>20,051</b>	<b>45%</b>	<b>156,501</b>	<b>197,722</b>	<b>79%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>79,079</b>	<b>-</b>		<b>36,694</b>	<b>-</b>		<b>17,720</b>	<b>-</b>		<b>133,493</b>	<b>-</b>	
Amortization Expense	6,030	11,321	53%	2,010	11,319	18%	-	11,319	0%	8,040	33,959	24%
<b>Net Income</b>	<b>73,049</b>	<b>(11,321)</b>		<b>34,684</b>	<b>(11,319)</b>		<b>17,720</b>	<b>(11,319)</b>		<b>125,453</b>	<b>(33,959)</b>	

1) Farebox Revenue and pass sales of \$125K are very strong compared to budgeted amount of \$34K and contribute to \$91K of the \$133K Q3/2019 surplus for Route 8.

2) Vehicle expense are lower than budget in line with Routes 1 & 2 as Banff Local vehicles were used for the majority of this time period as new MCIs would only be arriving in time for summer services.

**Bow Valley Regional Transit Services Commission  
Route 8S - Lake Louise / Banff Regional Summer Scenic**

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales				534			4,150			4,684	-	1
Farebox Revenue		-		2,917	24,200	12%	30,240	42,350	71%	33,157	66,550	50% 1
Marketing & Advertising Revenue				152			776			928	-	
Other Income				193			55			248	-	
Recoveries - Operating (non-members)	4,393	151	2910%	19,843	9,089	218%	33,160	12,453	266%	57,396	21,693	265% 2
Requisitions - Operating		474	0%		28,499	0%		39,048	0%	-	68,021	0% 2
<b>Total Income</b>	<b>4,393</b>	<b>625</b>	<b>703%</b>	<b>23,639</b>	<b>61,788</b>	<b>38%</b>	<b>68,381</b>	<b>93,851</b>	<b>73%</b>	<b>96,413</b>	<b>156,264</b>	<b>62%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	625	625	100%	829	1,738	48%	578	2,499	23%	2,032	4,862	42%
Contracted Services / Professional Fees	122	-		613	1,247	49%	590	2,183	27%	1,325	3,430	39%
Fuel Expense		-		1,189	7,989	15%	6,914	13,982	49%	8,102	21,971	37% 1
General Operating Expenses		-		54	1,085	5%	204	1,907	11%	257	2,992	9% 1
Infrastructure Maintenance		-		204	203	100%	510	358	142%	714	561	127%
Insurance Expense	-	-		1,182	1,963	60%	1,969	3,273	60%	3,151	5,236	60% 3
Software Fees & Licences	1,250	-		857	2,004	43%	2,511	3,008	83%	4,618	5,012	92%
Training, Travel & Meals		-		30	101	30%	18	179	10%	48	280	17% 1
Vehicle Expenses		-		3,777	14,464	26%	3,162	25,313	12%	6,939	39,777	17% 1,4
Wages & Benefits	2,396	-		9,105	30,994	29%	32,726	41,149	80%	44,227	72,143	61% 1
<b>Total Expenses</b>	<b>4,393</b>	<b>625</b>	<b>703%</b>	<b>17,838</b>	<b>61,788</b>	<b>29%</b>	<b>49,182</b>	<b>93,851</b>	<b>52%</b>	<b>71,413</b>	<b>156,264</b>	<b>46%</b>
<b>Net Operating Income</b>	<b>-</b>	<b>-</b>		<b>5,801</b>	<b>-</b>		<b>19,199</b>	<b>-</b>		<b>25,000</b>	<b>-</b>	<b>5</b>
Amortization Expense		-		10,000	20,000	50%	15,000	30,000	50%	25,000	50,000	50%
<b>Net Income</b>	<b>-</b>	<b>-</b>		<b>(4,199)</b>	<b>(20,000)</b>		<b>4,199</b>	<b>(30,000)</b>		<b>0</b>	<b>(50,000)</b>	

1) Revenues and expense are lower than budget due to the late start of Route 8S based on paving work done on the Bow Valley Parkway.

2) Recoveries (non-members) are above budget based on the new style of contract signed with Parks Canada. Under the contribution agreements for Routes 4, 6, 8S, 8X & 9 Parks Canada pays contributions based on actual expenses incurred by the Routes. Based on this, administration also needed to adjust the split of how ID#9 and Parks Canada paid for these routes moving transfers into maintenance reserves out of the Parks Canada funding and into the ID#9 funding.

3) Insurance expense is below budget based on actual expenditures. Note that insurance was not paid for the full year as buses were not received until part way through the year.

4) Vehicle expense is below budget based on actual expenditures (new vehicles).

5) Surplus of \$25K is not a true surplus, as it represents a payment for the amortization costs of the buses utilized for Rt 8S. Parks Canada's contribution agreement does not allow Capital Requisitions so payments are instead made to cover amortization expense, with the total amount being transferred to a capital reserve for future vehicle replacement.

**Bow Valley Regional Transit Services Commission**  
**Route 8X - Lake Louise / Banff Regional Summer Express**

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
<b>Income</b>													
Bus Pass Sales				24,411			58,443			82,854	-		1
Farebox Revenue		-		97,982	101,640	96%	303,787	177,870	171%	401,769	279,510	144%	1
Interest Revenue	417									417	-		
Marketing & Advertising Revenue				145			395			540	-		
Recoveries - Operating (non-members)	43,488	584	7447%	50,800	24,424	208%	(56,702)	33,030	-172%	37,586	58,038	65%	1,2
Requisitions - Operating	-	2,275	0%		95,138	0%		128,667	0%	-	226,080	0%	1,2
<b>Total Income</b>	<b>43,905</b>	<b>2,859</b>	<b>1536%</b>	<b>173,338</b>	<b>221,202</b>	<b>78%</b>	<b>305,923</b>	<b>339,567</b>	<b>90%</b>	<b>523,166</b>	<b>563,628</b>	<b>93%</b>	
<b>Expenses</b>													
Advertising & Marketing Expenses	3,809	2,859	133%	6,675	5,205	128%	1,132	8,529	13%	11,615	16,593	70%	
Contracted Services / Professional Fees	722	-		1,079	4,258	25%	2,821	7,448	38%	4,621	11,706	39%	
Fuel Expense		-		30,060	29,123	103%	50,448	50,964	99%	80,509	80,087	101%	
General Operating Expenses	13	-		982	3,711	26%	1,797	6,500	28%	2,792	10,211	27%	
Infrastructure Maintenance		-		1,020	696	147%	276	1,219	23%	1,296	1,915	68%	
Insurance Expense	-	-		2,442	6,701	36%	4,070	11,169	36%	6,513	17,870	36%	3
Software Fees & Licences	5,000	-		2,245	6,843	33%	6,247	10,260	61%	13,492	17,103	79%	
Training, Travel & Meals		-		526	348	151%	164	609	27%	690	957	72%	
Vehicle Expenses	5,159	-		13,782	51,552	27%	21,012	90,208	23%	39,952	141,760	28%	4
Wages & Benefits	24,583	-		111,114	112,765	99%	153,224	152,661	100%	288,921	265,426	109%	1
<b>Total Expenses</b>	<b>39,286</b>	<b>2,859</b>	<b>1374%</b>	<b>169,925</b>	<b>221,202</b>	<b>77%</b>	<b>241,191</b>	<b>339,567</b>	<b>71%</b>	<b>450,401</b>	<b>563,628</b>	<b>80%</b>	
<b>Surplus / Deficiency Prior to Amortization</b>	<b>4,619</b>	<b>-</b>		<b>3,413</b>	<b>-</b>		<b>64,732</b>	<b>-</b>		<b>72,765</b>	<b>-</b>		5
Amortization Expense		-		29,106	54,332	54%	43,659	81,501	54%	72,765	135,833	54%	
<b>Net Income</b>	<b>4,619</b>	<b>-</b>		<b>(25,693)</b>	<b>(54,332)</b>		<b>21,073</b>	<b>(81,501)</b>		<b>(0)</b>	<b>(135,833)</b>		

1) Pass Sales and Farebox Revenue exceeded budget by \$205K and as a result, substantially reduced contributions required by both Parks Canada and ID#9 for the 8X service.

2) Under the contribution agreements for Routes 4, 6, 8S, 8X & 9 Parks Canada pays contributions based on actual expenses incurred by the Routes. Based on this, administration also needed to adjust the split of how ID#9 and Parks Canada paid for these routes moving transfers into maintenance reserves out of the Parks Canada funding and into the ID#9 funding.

3) Insurance expense is below budget based on actual expenditures. Note that insurance was not paid for the full year as buses were not received until part way through the year.

4) Vehicle expense is below budget based on actual expenditures (new vehicles).

5) Surplus of \$73K is not a true surplus, as it represents a payment for the amortization costs of the buses utilized for Rt 8X. Parks Canada's contribution agreement does not allow Capital Requisitions so payments are instead made to cover amortization expense, with the total amount being transferred to a capital reserve for future vehicle replacement.

Bow Valley Regional Transit Services Commission												
Route 9 - Johnson Canyon												
January - September, 2019												
	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales				525			4,289			4,815	-	1
Farebox Revenue		-		4,059	36,960	11%	31,822	64,680	49%	35,881	101,640	35% 1
Marketing & Advertising Revenue				152			836			988	-	
Other Income				193			55			248	-	
Recoveries - Operating (non-members)	4,678	108	4332%	18,421	3,854	478%	39,480	4,270	925%	62,579	8,232	760% 2
Requisitions - Operating		475	0%		16,948	0%		18,776	0%	-	36,199	0% 2
<b>Total Income</b>	<b>4,678</b>	<b>583</b>	<b>802%</b>	<b>23,350</b>	<b>57,762</b>	<b>40%</b>	<b>76,483</b>	<b>87,726</b>	<b>87%</b>	<b>104,511</b>	<b>146,071</b>	<b>72%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	583	583	100%	663	1,625	41%	1,080	2,337	46%	2,325	4,545	51%
Contracted Services / Professional Fees	138	-		349	1,165	30%	615	2,041	30%	1,103	3,206	34%
Fuel Expense		-		1,001	7,468	13%	9,146	13,070	70%	10,147	20,538	49% 1
General Operating Expenses		-		56	1,017	6%	224	1,780	13%	280	2,797	10% 1
Infrastructure Maintenance		-			191	0%	510	333	153%	510	524	97%
Insurance Expense	-	-		1,191	1,835	65%	1,984	3,059	65%	3,175	4,894	65% 3
Software Fees & Licences	1,250	-		857	1,874	46%	2,511	2,811	89%	4,618	4,685	99%
Training, Travel & Meals		-		30	95	31%	18	167	11%	48	262	18% 1
Vehicle Expenses		-		3,868	13,520	29%	3,162	23,663	13%	7,031	37,183	19% 1,4
Wages & Benefits	2,707	-		9,914	28,972	34%	37,653	38,465	98%	50,274	67,437	75% 1
<b>Total Expenses</b>	<b>4,678</b>	<b>583</b>	<b>802%</b>	<b>17,928</b>	<b>57,762</b>	<b>31%</b>	<b>56,905</b>	<b>87,726</b>	<b>65%</b>	<b>79,511</b>	<b>146,071</b>	<b>54%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>-</b>	<b>-</b>		<b>5,422</b>	<b>-</b>		<b>19,578</b>	<b>-</b>		<b>25,000</b>	<b>-</b>	<b>5</b>
Amortization Expense		-		10,000	20,000	50%	15,000	30,000	50%	25,000	50,000	50%
<b>Net Income</b>	<b>-</b>	<b>-</b>		<b>(4,578)</b>	<b>(20,000)</b>		<b>4,578</b>	<b>(30,000)</b>		<b>-</b>	<b>(50,000)</b>	

1) Revenues and expense are lower than budget due to the late start of Route 9 based on paving work done on the Bow Valley Parkway.

2) Recoveries (non-members) are above budget based on the new style of contract signed with Parks Canada. Under the contribution agreements for Routes 4, 6, 8S, 8X & 9 Parks Canada pays contributions based on actual expenses incurred by the Routes. Based on this, administration also needed to adjust the split of how ID#9 and Parks Canada paid for these routes moving transfers into maintenance reserves out of the Parks Canada funding and into the ID#9 funding.

3) Insurance expense is below budget based on actual expenditures. Note that insurance was not paid for the full year as buses were not received until part way through the year.

4) Vehicle expense is below budget based on actual expenditures (new vehicles).

5) Surplus of \$25K is not a true surplus, as it represents a payment for the amortization costs of the buses utilized for Rt 8S. Parks Canada's contribution agreement does not allow Capital Requisitions so payments are instead made to cover amortization expense, with the total amount being transferred to a capital reserve for future vehicle replacement.

**Bow Valley Regional Transit Services Commission**  
**Route 10 - Moraine Lake**

January - September, 2019

	Jan - Mar, 2019			Apr - Jun, 2019			Jul - Sep, 2019			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales							812			812	-	
Farebox Revenue							8,949			8,949	-	
Recoveries - Operating (non-members)	1,545						11,055			12,600	-	
<b>Total Income</b>	<b>1,545</b>	<b>-</b>		<b>-</b>	<b>-</b>		<b>20,816</b>	<b>-</b>		<b>22,361</b>	<b>-</b>	
<b>Expenses</b>												
Advertising & Marketing Expenses							181			181	-	
Contracted Services / Professional Fees							65			65	-	
Fuel Expense							2,507			2,507	-	
General Operating Expenses							36			36	-	
Infrastructure Maintenance							276			276	-	
Software Fees & Licences							15			15	-	
Training, Travel & Meals							1			1	-	
Vehicle Expenses							3,518			3,518	-	
Wages & Benefits	1,545			2,624			11,592			15,761	-	
<b>Total Expenses</b>	<b>1,545</b>	<b>-</b>		<b>2,624</b>	<b>-</b>		<b>18,192</b>	<b>-</b>		<b>22,361</b>	<b>-</b>	
<b>Surplus / Deficiency Prior to Amortization</b>	<b>-</b>	<b>-</b>		<b>(2,624)</b>	<b>-</b>		<b>2,624</b>	<b>-</b>		<b>-</b>	<b>-</b>	
Amortization Expense		-		-	-		-	-		-	-	
<b>Net Income</b>	<b>-</b>	<b>-</b>		<b>(2,624)</b>	<b>-</b>		<b>2,624</b>	<b>-</b>		<b>-</b>	<b>-</b>	

## September 2019 Capital Project Summary:

Description	Project # / GL Code	Budget	Actual	Remaining Budget
<b>Banff Local Route Assets</b>				
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	65,635.29	14,364.71
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	5,828.00	2,172.00
		<b>480,625.00</b>	<b>192,493.84</b>	<b>288,131.16</b>
<b>Canmore Local Route Assets</b>				
Arrival Prediction Signs - Canmore	18-6209	60,000.00		60,000.00
Smart Card Stock	19-6207	2,500.00		2,500.00
		<b>62,500.00</b>	<b>0.00</b>	<b>62,500.00</b>
<b>Canmore/Banff Regional Route Assets</b>				
Moose Bus Refurbishment	19-6308	80,000.00	70,155.39	9,844.61
Sheep Bus Refurbishment	19-6309	80,000.00	72,353.25	7,646.75
Smart Card Stock	19-6310	2,500.00		2,500.00
		<b>162,500.00</b>	<b>142,508.64</b>	<b>19,991.36</b>
<b>Lake Louise/Banff Regional Route Assets</b>				
7 New Buses (4 MCI & 3 Nova)	19-6411	5,069,000.00	5,053,840.85	15,159.15
Service Vehicle for Lake Louise	19-6412	15,000.00	13,861.40	1,138.60
SeaCan Container	19-6413	15,000.00	11,100.00	3,900.00
		<b>5,099,000.00</b>	<b>5,078,802.25</b>	<b>20,197.75</b>
<b>Commission General Assets</b>				
Fleet Next Bus Replacement (DoubleMap)	18-6014	152,000.00	169,824.98	(17,824.98)
Bus Tools	19-6014	20,000.00	5,408.40	14,591.60
Dispatch Software	19-6015	50,000.00		50,000.00
eBIKE	19-6016	4,000.00	2,109.97	1,890.03
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	4,506.96	5,493.04
Office IT, Computers, Wiring, Telephones	19-6020	4,000.00	2,184.21	1,815.79
Website and IT	19-6021	20,000.00	8,217.29	11,782.71
		<b>280,300.00</b>	<b>192,251.81</b>	<b>88,048.19</b>
<b>TOTAL</b>		<b>6,084,925.00</b>	<b>5,606,056.54</b>	<b>478,868.46</b>

1) 2018 Fleet NextBus Replacement & 2018 Mobile Ticketing amounts combined for Fleet Nextbus Replacement  
Eligible for 2/3 grant funding

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

All Routes	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	BUDGET	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 56.08	\$ 48.49	15.7%	\$ 48.87
Gross Cost per Service Hour	\$ 105.95	\$ 122.40	-13.4%	\$ 104.16
Direct Operating Cost per Service Hour	\$ 86.85	\$ 101.11	-14.1%	\$ 83.67
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 13.21	\$ 14.25	-7.3%	\$ 11.52
Net Cost per Service Hour (CUTA)	\$ 36.66	\$ 59.66	-38.6%	\$ 43.77
% Cost Recovery (CUTA)	60%	45%		53%
Ridership	1,261,195	1,171,431	7.7%	1,030,178
Service Hours	39,979	39,912	0.2%	29,456
Ridership per Service Hour	32	29	7.5%	35

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

Route 1 - Banff Local Sulphur Mtn	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	BUDGET	COMP %	ACTUAL
			%	
Revenue per Service Hour	\$ 63.65	\$ 65.01	-2.1%	\$ 58.93
Gross Cost per Service Hour	\$ 96.92	\$ 108.46	-10.6%	\$ 94.30
Direct Operating Cost per Service Hour	\$ 79.78	\$ 91.18	-12.5%	\$ 75.61
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 11.24	\$ 10.24	9.8%	\$ 9.72
Net Cost per Service Hour (CUTA)	\$ 22.03	\$ 33.20	-33.7%	\$ 25.64
% Cost Recovery (CUTA)	74%	66%		70%
Ridership	456,916	422,995	8.0%	411,759
Service Hours	7,900	7,765	1.7%	7,729
Ridership per Service Hour	58	54	6.2%	53



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

Route 2 - Banff Local Tunnel Mtn	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP %	ACTUAL
			%	
Revenue per Service Hour	\$ 49.10	\$ 48.57	1.1%	\$ 50.91
Gross Cost per Service Hour	\$ 99.63	\$ 110.80	-10.1%	\$ 98.97
Direct Operating Cost per Service Hour	\$ 81.35	\$ 94.61	-14.0%	\$ 79.08
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 12.39	\$ 9.15	35.3%	\$ 10.92
Net Cost per Service Hour (CUTA)	\$ 38.15	\$ 53.08	-28.1%	\$ 37.15
% Cost Recovery (CUTA)	56%	48%		58%
Ridership	354,744	349,881	1.4%	344,229
Service Hours	6,324	6,282	0.7%	6,112
Ridership per Service Hour	56	56	0.7%	56

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

Route 3 - Canmore / Banff Regional	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 98.88	\$ 79.56	24.3%	\$ 86.59
Gross Cost per Service Hour	\$ 107.40	\$ 125.25	-14.3%	\$ 115.48
Direct Operating Cost per Service Hour	\$ 90.28	\$ 106.92	-15.6%	\$ 94.31
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 11.23	\$ 11.29	-0.6%	\$ 12.20
Net Cost per Service Hour (CUTA)	\$ (2.71)	\$ 34.40	-107.9%	\$ 16.69
% Cost Recovery (CUTA)	103%	70%		84%
Ridership	150,765	130,933	15.1%	132,284
Service Hours	6,209	6,295	-1.4%	6,185
Ridership per Service Hour	24	21	16.7%	21

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

Route 4 - Cave & Basin	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 14.02	\$ 11.41	22.9%	\$ 11.94
Gross Cost per Service Hour	\$ 115.39	\$ 86.99	32.7%	\$ 92.68
Direct Operating Cost per Service Hour	\$ 94.59	\$ 78.93	19.8%	\$ 76.40
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 14.90	\$ 1.02	1365.2%	\$ 7.31
Net Cost per Service Hour (CUTA)	\$ 86.46	\$ 74.55	16.0%	\$ 73.43
% Cost Recovery (CUTA)	14%	13%		14%
Ridership	21,959	13,566	61.9%	13,300
Service Hours	1,017	1,017	0.0%	1,017
Ridership per Service Hour	22	13	61.9%	13

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

Route 5 - Canmore Local	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 8.32	\$ 14.32	-41.9%	\$ 13.99
Gross Cost per Service Hour	\$ 108.43	\$ 108.94	-0.5%	\$ 107.80
Direct Operating Cost per Service Hour	\$ 87.84	\$ 88.66	-0.9%	\$ 85.86
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 14.70	\$ 13.24	11.0%	\$ 12.97
Net Cost per Service Hour (CUTA)	\$ 85.41	\$ 81.38	5.0%	\$ 80.84
% Cost Recovery (CUTA)	9%	15%		15%
Ridership	101,868	74,508	36.7%	84,673
Service Hours	5,675	5,808	-2.3%	5,607
Ridership per Service Hour	18	13	39.9%	15

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

Route 6 - Lake Minnewanka	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 15.13	\$ 13.77	9.9%	\$ 16.65
Gross Cost per Service Hour	\$ 107.49	\$ 93.87	14.5%	\$ 110.97
Direct Operating Cost per Service Hour	\$ 84.55	\$ 85.82	-1.5%	\$ 87.08
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ 8.97
Lease/Amortization per Service Hour	\$ 17.05	\$ 1.02	1576.1%	\$ 14.92
Net Cost per Service Hour (CUTA)	\$ 75.31	\$ 79.08	-4.8%	\$ 79.40
% Cost Recovery (CUTA)	17%	15%		17%
Ridership	42,738	56,183	-23.9%	43,933
Service Hours	2,806	2,783	0.8%	2,806
Ridership per Service Hour	15	20	-24.6%	16

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

Route 7 - Banff Centre	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 4.57	\$ 5.17	-11.7%	\$ -
Gross Cost per Service Hour	\$ 89.98	\$ 90.17	-0.2%	\$ -
Direct Operating Cost per Service Hour	\$ 78.17	\$ 82.12	-4.8%	\$ -
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ -
Lease/Amortization per Service Hour	\$ 5.92	\$ 1.02	481.9%	\$ -
Net Cost per Service Hour (CUTA)	\$ 79.50	\$ 83.98	-5.3%	\$ -
% Cost Recovery (CUTA)	5%	6%		0%
Ridership	12,926	20,475	-36.9%	0
Service Hours	1,979	1,979	0.0%	0
Ridership per Service Hour	7	10	-36.9%	0

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

Route 8 - Lake Louise / Banff Regional Winter	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 72.83	\$ 18.53	293.0%	\$ -
Gross Cost per Service Hour	\$ 101.40	\$ 135.91	-25.4%	\$ -
Direct Operating Cost per Service Hour	\$ 90.57	\$ 109.12	-17.0%	\$ -
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ -
Lease/Amortization per Service Hour	\$ 4.94	\$ 19.76	-75.0%	\$ -
Net Cost per Service Hour (CUTA)	\$ 23.63	\$ 97.63	-75.8%	\$ -
% Cost Recovery (CUTA)	76%	16%		0%
Ridership	16,791	6,090	175.7%	0
Service Hours	1,728	1,812	-4.6%	0
Ridership per Service Hour	10	3	189.1%	0

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

Route 8S - Lake Louise / Banff Regional Scenic - Summer	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 53.36	\$ 57.89	-7.8%	\$ -
Gross Cost per Service Hour	\$ 138.03	\$ 187.49	-26.4%	\$ -
Direct Operating Cost per Service Hour	\$ 97.66	\$ 135.94	-28.2%	\$ -
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ -
Lease/Amortization per Service Hour	\$ 34.48	\$ 44.51	-22.5%	\$ -
Net Cost per Service Hour (CUTA)	\$ 50.20	\$ 85.08	-41.0%	\$ -
% Cost Recovery (CUTA)	52%	40%		0%
Ridership	8,677	12,100	-28.3%	0
Service Hours	731	1,150	-36.4%	0
Ridership per Service Hour	12	11	12.7%	0



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

Route 8X - Lake Louise / Banff Regional Express - Summer	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 105.20	\$ 70.53	49.1%	\$ -
Gross Cost per Service Hour	\$ 119.62	\$ 184.56	-35.2%	\$ -
Direct Operating Cost per Service Hour	\$ 97.66	\$ 142.23	-31.3%	\$ -
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ -
Lease/Amortization per Service Hour	\$ 16.07	\$ 35.29	-54.5%	\$ -
Net Cost per Service Hour (CUTA)	\$ (1.64)	\$ 78.74	-102.1%	\$ -
% Cost Recovery (CUTA)	102%	47%		0%
Ridership	81,717	50,820	60.8%	0
Service Hours	4,612	3,963	16.4%	0
Ridership per Service Hour	18	13	38.2%	0

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

Route 9 - Johnston Canyon	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 50.73	\$ 96.00	-47.2%	\$ -
Gross Cost per Service Hour	\$ 132.63	\$ 193.25	-31.4%	\$ -
Direct Operating Cost per Service Hour	\$ 96.20	\$ 137.97	-30.3%	\$ -
Overhead per Service Hour	\$ 5.89	\$ 7.04	-16.3%	\$ -
Lease/Amortization per Service Hour	\$ 30.54	\$ 48.24	-36.7%	\$ -
Net Cost per Service Hour (CUTA)	\$ 51.36	\$ 49.00	4.8%	\$ -
% Cost Recovery (CUTA)	50%	66%		0%
Ridership	10,993	33,880	-67.6%	0
Service Hours	827	1,059	-21.9%	0
Ridership per Service Hour	13	32	-58.4%	0

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

Route 10 - Moraine Lake	Q3 2019 YTD			
	2019 Q3	2019 Q3	Q3	2018 Q3
	ACTUAL	Budget	COMP	ACTUAL
			%	
Revenue per Service Hour	\$ 56.75	\$ -	0.0%	\$ -
Gross Cost per Service Hour	\$ 136.19	\$ -	0.0%	\$ -
Direct Operating Cost per Service Hour	\$ 130.01	\$ -	0.0%	\$ -
Overhead per Service Hour	\$ 5.89	\$ -	0.0%	\$ -
Lease/Amortization per Service Hour	\$ 0.29	\$ -	0.0%	\$ -
Net Cost per Service Hour (CUTA)	\$ 79.15	\$ -	0.0%	\$ -
% Cost Recovery (CUTA)	42%	0%	0.0%	0%
Ridership	1,101	0	0.0%	0
Service Hours	172	0	0.0%	0
Ridership per Service Hour	6	0	0.0%	0

# Bow Valley *Regional* Transit Services Commission



Banff-Lake Louise Transit Study

(separate attachment)

# Bow Valley *R*egional Transit Services Commission



## Parks Canada – Transportation Update

(Alex Kolesch to present)

# Bow Valley *Regional* Transit Services Commission



## Intelligent Transit Systems Technology Report

# Report to the Bow Valley Regional Transit Services Commission

## Report 2019-11.01 Transit Technology External Review

November 7, 2019

---

### **SUMMARY/ ISSUE**

The BVRTSC since its' inception has been implementing a number of technology initiatives to ensure that we are providing the best information and service to our passengers. With the rapid growth of Roam transit and advances in technology, we believe it is necessary to confirm that we are on the optimal path and not missing opportunities to streamline our technology purchases and use.

### **PREVIOUS COMMISSION DIRECTION/POLICY**

Administration Recommendation:

- That the Commission instruct administration to contract consultants with Intelligent Transit Systems Technology expertise to provide a full technology review, including the presentation of a 5-Year Transit Technology Strategic Plan for Roam Transit with a total cost not to exceed \$35,000.

### **INVESTIGATION**

Developing and maintaining a transit technology strategic plan is a key step in successfully planning, implementing, and integrating technology systems.

Roam Transit has a vast number of transit technology initiatives in place and administration is continually researching new technology to improve our offering to our passengers, municipal partners and other stakeholders. We currently have no strategic plan with regards to technology that identifies where we are currently at and where our goal is.

BVRTSC Administration would commit to using a leader in technology research with vast experience in transit planning and using advanced technology to improve transit operations. Currently one of the top transit technology agencies (IBI Group) has provided the BVRTSC with a quotation and references for completion of this project.

Through IBI or an alternate consultants' analysis, Roam would be able to have a full 5-year strategic plan to act as a guiding document when moving forward. This plan would allow the BVRTSC to move quickly when funding opportunities are announced that meet our technology needs. See below excerpt from their proposal:

*IBI Group's transit technology practice supports transit agencies throughout the project life cycle to deploy transit technology. We specialize in the planning, design, procurement, implementation and evaluation of diverse transit technology systems.*

# Report to the Bow Valley Regional Transit Services Commission

## Report 2019-11.01 Transit Technology External Review

November 7, 2019

---

*Our team provides transit agencies with advisory services incorporating both the specific needs of the agency and industry best practices. We are vendor-neutral and bring a technology-agnostic perspective, having a proven track record of success at transit technology assignments with more than 75 unique transit operators across the globe.*

### *Strategic Planning Scope of Work*

*At a core level, it answers the following questions:*

- *What is Roam Transit's current data and technology situation?*
- *What are Roam Transit's challenges/opportunities and what solutions are available to address them?*
- *How will Roam Transit implement these solutions?*

### **PROPOSED**

BVRTSC obtains a further quotation and subsequently contracts IBI Group or an alternate consultant to proceed with the research and development of a Transit Technology Strategic Plan through the process below or similar:

1. Existing Conditions and Gap Assessment
2. Technology Review
3. Transit Technology Strategic Plan Development and Report

Through this process, the BVRTSC would have a comprehensive report presented that would allow for informed decision making moving forward.

### **BRAND IMPACT**

Positive brand impact as any recommendations would only be implemented if they enhance the service to customers and follow the Brand Standard guidelines.

### **RISKS**

Financial risk of the cost of the study.

Identification of weaknesses in the current technology plan creating the need for significant financial investment in improvements.