

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

BVRTSC Boardroom – 221 Beaver Street, Banff, AB.

AGENDA

March 10, 2020 1:00-3:00pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the February 12, 2019 Regular Meeting Minutes (attached)
4. Old Business (including Standing Items)
 - a) CAO's Monthly Report (For Information)
 - b) Bring Forward List of Pending Items (For Information)
 - c) Transit Service Monthly Statistics (For Information)
5. New Business
 - a) Presentation of Q4 Results, KPIs and Proposed Transfer of Reserves (Request for Decision)
 - b) Approval of amended 2020-2022 Operational Budget (Request for Decision)
6. Adjournment

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

BVRTSC Boardroom – 221 Beaver Street, Banff, AB.

MINUTES

February 12, 2020 2:00-4:00pm

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Joanna McCallum, Town of Canmore – Vice Chair

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager of Operations

ADMINISTRATION PRESENT

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

ADMINISTRATION ABSENT

1. Call to Order

Brian Standish calls meeting to order at 2:02PM

2. Approval of the Agenda

Addition: Martin Bean – Town of Banff to present an update on the progress of the Banff Bus Storage Facility.

BVRTSC20-01 Brian Standish moves to approve the Agenda as amended

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the December 16, 2019 Regular Meeting Minutes (attached)

Updates: Remove Davina Bernard as Chair.
Include Daniel Morine as 'present' in the minutes.

BVRTSC20-02 Brian Standish moves to approve the Minutes as amended

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

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

Davina Bernard asked to add additional column for 2019 showing last year's complete month in addition to the monthly week to week column. Administration will add this column

5. New Business

- a) Strategic Planning Presentation – Leslie Taylor Presentation (For Information)
- b) Roam Transit Storage Building – Progress update
- c) In Camera Session (CAO Review)

BVRTSC20-03 Brian Standish moves to go in-camera at 2:59

CARRIED UNANIMOUSLY

BVRTSC20-04 Davina Bernard moves to approve the 2019 CAO Performance & Merit Review as presented, effective Jan 1, 2020.

CARRIED UNANIMOUSLY

BVRTSC20-05 Brian Standish moves to come Out of Camera at 3:35PM

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC20-06 Brian Standish moves to adjourn the meeting at 3:37 PM

CARRIED UNANIMOUSLY

Bow Valley Regional Transit Services Commission



CAO Report

CAO Update – March 2020

- **Financial:**

- Our fleet insurance renewal has increased by 16%, or approximately \$10,000 over 2019 rates. See below excerpt from annual insurance renewal, outlining significant increases in insurance rates being seen:

Greetings from the dedicated team at the Alberta Urban Municipalities Association (AUMA). Please find enclosed your 2020 AUMA insurance renewal package.

SHIELDED BY YOUR INSURANCE POOL

There is anxiety in the insurance world. Insurance premiums are increasing by staggering amounts. News media is reporting some property insurance premiums are increasing by as much as 300%. Municipalities and their related non-profit organizations are feeling the effects.

Our insurance pool subscribers like you will see an insurance premium change that is much less than what the general market is offering.

The pool acts as a shock absorber, damping the budgetary highs and lows and providing stability to all its subscribers. As a subscriber, you are an owner, and AUMA administers the pool on your behalf. Last year, AUMA's diligent administration of the pool allowed us to offset insurance premiums by \$1.5 million and we added coverage. This year we have done it again! 2020 insurance pool premiums will be offset by \$2 million AND your coverage will be enhanced.

EXTRA COVERAGE AT NO COST

In 2020, core cyber insurance will once again be included for you at no cost. Speak to your consultant about your coverage for system hacks or privacy breaches.

- **LLB Regional Service:**

- The summer schedules are now finalized, with more travel time being allowed on the 8X to counter the congestion that we saw last summer. The schedules have been submitted to Parks for entry into the summer transit guide, with final editing to be occurring over the next month or so.

- We have been meeting with the Lake Louise team from Parks Canada to ensure that we are in alignment and knowledgeable on the offerings that they are providing in the Lake Louise area this summer.

- **Banff Local Service:**
 - Due to challenges with suppliers, delivery timeframes are delayed for the two Proterra buses to be in place for the upcoming summer. The current delivery estimate will put the buses in service as of approximately June 15th, which will impact the first month of increased summer service. We are currently working through options for this time period.

- **CB Regional Service:**
 - Summer route scheduling has been finalized, with the Canmore Banff Regional service, operating on a 30-minute frequency in the morning and a 35-minute frequency throughout the day.
 - Ridership continues to be strong on Route 3, with year to date ridership up 16.7% over the first two months.

- **Canmore Local Service:**
 - As reported in February, we have implemented a couple of route changes to allow us to maintain a better schedule adherence. With these changes and fare free transit, we saw a ridership jump of 60.7% in the month of February, equating to 14,327 riders.
 - BVRTSC administration will be attending Canmore Council's Committee of the Whole on March 17th to jointly present with TOC administration on the changes to the Canmore local route that have occurred and will be occurring with the release of the new summer schedules.

- **General:**

- Roam continues to be featured in articles on travel and tourism such as the one in the attached link:
 - <https://www.smartertravel.com/visit-alberta-canada/>
- BVRTSC administration has had initial talks with FCSS in both Canmore and Banff to potentially revamp the way we administer the low-income transit pass program. Further discussion will be occurring over the next couple of months, with the anticipated changes to roll out with the 2021 budget year.
- **Transit App** usage has gone up significantly since last year and continues to rise. For January 2020, 25,150 sessions were initiated within the app, compared to 3,459 for the same month in 2019. Additionally, the app was downloaded 298 times in January as compared to 16 times in 2019.
- We are excited by the anticipate arrival of not only our Proterra electric buses, but also our Lion shuttle bus due to be here in July of this year. This is a new model being built by a Canadian company who have been building electric vehicles for over 10 years. Attached is a video from Justin Trudeau’s visit to Lion Electric earlier this week:
 - <https://www.facebook.com/JustinPJTrudeau/videos/3349320495084080/>
- COVID19 protocol is currently being put in place for drivers, increasing the cleaning of the buses. We’ve stockpiled Lysol Sanitizing wipes for drivers to use on their buses in their driving compartment and are asking them to wipe down passenger area (primarily the stanchions) twice a day. We also ordered hand sanitizing pumps and refills 4 weeks back for public use if needed – but we won’t deploy these unless things progress. For now, we’re looking at internal communications and procedures, and would increase our focus/response plans if or when it appears like the threat level increases in AB/Calgary/Bow Valley.

Bow Valley *Regional* Transit Services Commission



BRING FORWARD LIST

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

| ITEM | Date Initiated | Pending Date | Comments: |
|--|----------------|---|---|
| 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. | November 2019 | March 2020 Propose: July 2020 | Ongoing – initial meetings have occurred however follow up to happen in next couple of months |

Bow Valley Regional Transit Services Commission Ridership Statistics



| Month | Type | Banff Local | Canmore Local | Canmore - Banff Regional | Lake Louise - Banff Regional |
|----------------------|---------------|-------------|---------------|--------------------------|------------------------------|
| February 2020 | Bikes | 9 | 30 | 71 | 17 |
| | Strollers | 39 | 167 | 30 | 5 |
| | Winter Sports | 1255 | 111 | 692 | 159 |

Observations – February 2020:

- Token Transit - Continued uptake in 'Token Trips'.
 - Adult uses - 12,523 rides
 - Youth uses - 544 rides (Down ~45% from January - School break in February)
 - Senior uses - 51 rides
- **Banff Local Routes** – Route 1 saw a 0% difference in ridership and Route 2 a 10% increase in ridership over February 2019.
- **Canmore/Banff Regional Route 3** ridership up 13% compared to February 2019.
- **Canmore Local Route 5** ridership up 61% (yes...61!) over February 2019.
- **Banff Centre Route 7** ridership at 1,360 for February – a 27% decrease from February 2019.
- **Lake Louise-Banff Route 8X** a 102% increase (yes...102%!) compared to February 2019.

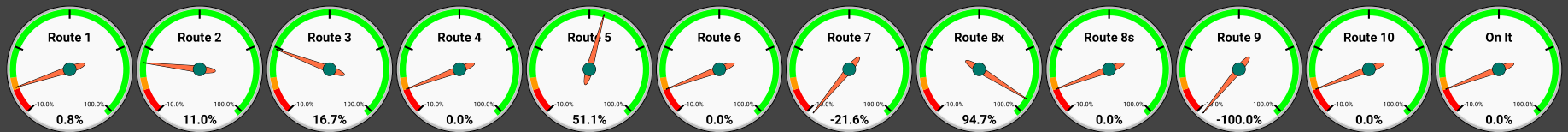
| October | Route 1 (Inns of Banff/ Gondola) | | | | | Route 2 (Tunnel Mtn / Banff Springs Hotel) | | | | | Route 3 (Canmore-Banff Regional) | | | | | Banff Local Combined Totals (Routes 1, 2, 4, and 7) | | | | |
|-----------|----------------------------------|---------|----------|--------|----------|--|---------|----------|--------|----------|----------------------------------|---------|----------|--------|----------|---|-----------|----------|---------|----------|
| Month | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change |
| January | 26,302 | 28,912 | 28,912 | 29,158 | 0.9% | 22,257 | 27,358 | 27,358 | 30,240 | 10.5% | 13,153 | 15,486 | 14,938 | 17,784 | 19.1% | 48,559 | 57,701 | 57,701 | 60,651 | 5.1% |
| February | 27,800 | 29,757 | 29,757 | 29,827 | 0.2% | 23,662 | 26,543 | 26,543 | 29,325 | 10.5% | 12,371 | 12,849 | 12,849 | 14,547 | 13.2% | 51,462 | 58,170 | 58,170 | 60,512 | 4.0% |
| March | 32,424 | 34,329 | 1,039 | 1,180 | 13.6% | 25,551 | 27,413 | 759 | 1,119 | 47.4% | 13,655 | 15,057 | 291 | 433 | 48.8% | 57,975 | 63,321 | 1,832 | 2,299 | 25.5% |
| April | 28,441 | 27,420 | | 0 | 0.0% | 20,632 | 22,763 | | 0 | 0.0% | 13,695 | 14,618 | | 0 | 0.0% | 49,073 | 51,331 | 0 | 0 | #DIV/0! |
| May | 44,114 | 48,522 | | 0 | 0.0% | 28,773 | 32,526 | | 0 | 0.0% | 15,995 | 16,925 | | 0 | 0.0% | 73,542 | 83,476 | 0 | 0 | #DIV/0! |
| June | 57,945 | 66,195 | | 0 | 0.0% | 50,499 | 47,222 | | 0 | 0.0% | 16,261 | 18,924 | | 0 | 0.0% | 110,813 | 118,809 | 0 | 0 | #DIV/0! |
| July | 75,168 | 80,651 | | 0 | 0.0% | 68,439 | 61,895 | | 0 | 0.0% | 17,347 | 20,422 | | 0 | 0.0% | 147,949 | 150,584 | 0 | 0 | #DIV/0! |
| August | 69,322 | 81,196 | | 0 | 0.0% | 64,538 | 63,073 | | 0 | 0.0% | 16,063 | 20,105 | | 0 | 0.0% | 138,176 | 152,816 | 0 | 0 | #DIV/0! |
| September | 50,243 | 59,934 | | 0 | 0.0% | 39,878 | 45,951 | | 0 | 0.0% | 13,744 | 16,379 | | 0 | 0.0% | 91,739 | 110,337 | 0 | 0 | #DIV/0! |
| October | 28,296 | 28,982 | | 0 | 0.0% | 21,439 | 21,044 | | 0 | 0.0% | 14,465 | 15,563 | | 0 | 0.0% | 50,531 | 51,326 | 0 | 0 | #DIV/0! |
| November | 23,397 | 24,776 | | 0 | 0.0% | 19,061 | 20,300 | | 0 | 0.0% | 14,461 | 15,682 | | 0 | 0.0% | 44,039 | 46,535 | 0 | 0 | #DIV/0! |
| December | 30,941 | 28,935 | | 0 | 0.0% | 24,772 | 26,238 | | 0 | 0.0% | 13,348 | 15,994 | | 0 | 0.0% | 56,719 | 56,108 | 0 | 0 | #DIV/0! |
| YTD | 494,393 | 539,609 | 59,708 | 60,165 | 0.8% | 409,501 | 422,326 | 54,660 | 60,684 | 11.0% | 174,558 | 198,004 | 28,078 | 32,764 | 16.7% | 920,577 | 1,000,514 | 117,703 | 123,462 | 4.9% |

| | Route 5 Canmore | | | | | Route 7 (Banff Centre) | | | | | Route 8X (Express Lake Louise - Banff Regional) | | | | | Roam TOTAL Ridership (Not incl. Onlt or Parking Shuttles) | | | | |
|-----------|-----------------|---------|----------|--------|----------|------------------------|--------|----------|-------|----------|---|---------|----------|--------|----------|---|-----------|----------|---------|----------|
| Month | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change |
| January | 8,392 | 10,225 | 10,225 | 14,620 | 43.0% | | 1,431 | 1,431 | 1,253 | -12.4% | | 4,053 | 4,053 | 7,617 | 87.93% | 70,104 | 87,465 | 86,917 | 100,672 | 15.8% |
| February | 8,264 | 8,913 | 8,913 | 14,327 | 60.7% | | 1,870 | 1,870 | 1,360 | -27.3% | | 2,920 | 2,920 | 5,913 | 102.50% | 72,097 | 82,852 | 82,852 | 95,299 | 15.0% |
| March | 8,753 | 9,759 | 151 | 205 | 35.8% | | 1,579 | 34 | 0 | -100.0% | | 3,310 | 89 | 220 | 147.19% | 80,383 | 91,447 | 2,363 | 3,157 | 33.6% |
| April | 7,876 | 9,144 | | 0 | 0.0% | | 1,148 | | 0 | 0.0% | | 2,926 | | 0 | 0.00% | 70,644 | 78,019 | | 0 | 0.0% |
| May | 7,454 | 10,769 | | 0 | 0.0% | | 1,281 | | 0 | 0.0% | | 5,634 | | 0 | 0.00% | 100,873 | 120,789 | | 0 | 0.0% |
| June | 8,919 | 12,852 | | 0 | 0.0% | | 1,390 | | 0 | 0.0% | | 15,224 | | 0 | 0.00% | 144,788 | 177,699 | | 0 | 0.0% |
| July | 12,349 | 14,183 | | 0 | 0.0% | | 1,334 | | 0 | 0.0% | | 24,544 | | 0 | 0.00% | 191,438 | 228,998 | | 0 | 0.0% |
| August | 13,800 | 13,675 | | 0 | 0.0% | | 1,587 | | 0 | 0.0% | | 24,743 | | 0 | 0.00% | 181,019 | 232,461 | | 0 | 0.0% |
| September | 8,866 | 12,348 | | 0 | 0.0% | | 1,306 | | 0 | 0.0% | | 15,154 | | 0 | 0.00% | 118,832 | 161,465 | | 0 | 0.0% |
| October | 8,739 | 14,180 | | 0 | 0.0% | 796 | 1,300 | | 0 | 0.0% | 4,916 | 5,581 | | 0 | 0.00% | 78,651 | 87,982 | | 0 | 0.0% |
| November | 8,775 | 13,841 | | 0 | 0.0% | 1,581 | 1,459 | | 0 | 0.0% | 4,663 | 4,715 | | 0 | 0.00% | 71,938 | 80,773 | | 0 | 0.0% |
| December | 8,481 | 13,526 | | 0 | 0.0% | 1,006 | 935 | | 0 | 0.0% | 4,400 | 6,645 | | 0 | 0.00% | 82,948 | 92,273 | | 0 | 0.0% |
| YTD | 110,668 | 143,415 | 19,289 | 29,152 | 51.1% | 3,383 | 16,620 | 3,335 | 2,613 | -21.6% | 13,979 | 115,449 | 7,062 | 13,750 | 94.70% | 1,263,715 | 1,522,223 | 172,132 | 199,128 | 15.68% |

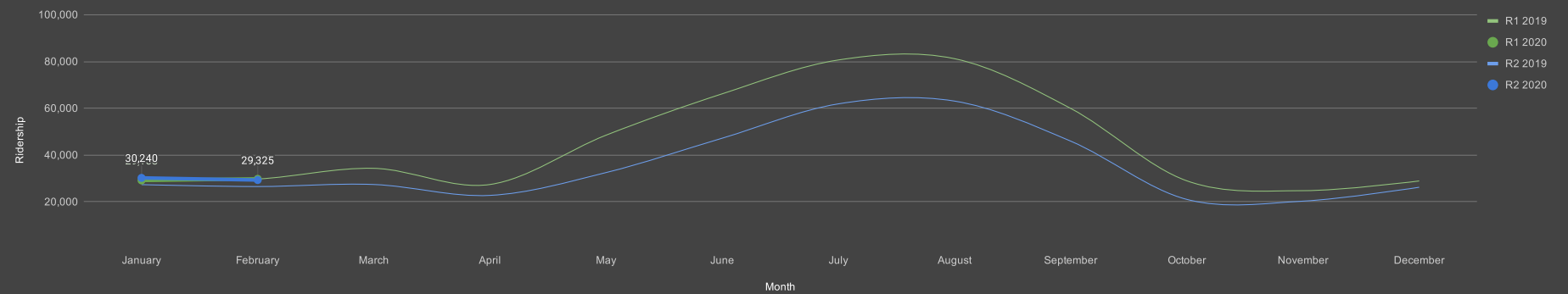
| | Route 4 Cave and Basin | | | | | Route 6 (Minnewanka) | | | | | Route 8S (Scenic Lake Louise - Banff Regional) | | | | Route 9 (Johnston Canyon) | | | | Route 10 (Moraine Lake) | | | | | |
|-----------|------------------------|--------|----------|------|----------|----------------------|--------|----------|------|----------|--|----------|------|----------|---------------------------|----------|----------|----------|-------------------------|----------|-------|----------|---|------|
| Month | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2018 | 2019 | 2019 YTD | 2020 | % Change | 2019 | 2019 YTD | 2020 | % Change | 2019 | 2019 YTD | 2020 | % Change | 2019 | 2019 YTD | 2020 | % Change | | |
| January | | | | | | | | | | | | | | | | | | | | | | | | |
| February | | | | | | | | | | | | | | | | | | | | | | | | |
| March | | | | | | | | | | | | | | | | | | | | | | | | |
| April | | | | | | | | | | | | | | | | | | | | | | | | |
| May | 655 | 1,147 | | 0 | 0.0% | 3,882 | 3985 | | 0 | 0.0% | | | 0 | | | | 0 | | | | | | | |
| June | 2,369 | 4,002 | | 0 | 0.0% | 8,795 | 9966 | | 0 | 0.0% | 795 | | 0 | 0.0% | 1,129 | 0 | -100.00% | | | | | | | |
| July | 4,342 | 6,704 | | 0 | 0.0% | 13,793 | 11801 | | 0 | 0.0% | 3,521 | | 0 | 0.0% | 3,943 | 0 | -100.00% | | | | | | | |
| August | 4,316 | 6,960 | | 0 | 0.0% | 12,980 | 12802 | | 0 | 0.0% | 4,058 | | 0 | 0.0% | 4,262 | 0 | -100.00% | | | | | | | |
| September | 1,618 | 3,146 | | 0 | 0.0% | 4,483 | 4184 | | 0 | 0.0% | 303 | | 0 | 0.0% | 1,659 | 0 | -100.00% | | 1,101 | | 0 | 0.0% | | |
| October | | | | | | | | | | | | | | | | | | | | | 1,332 | | 0 | 0.0% |
| November | | | | | | | | | | | | | | | | | | | | | | | | |
| December | | | | | | | | | | | | | | | | | | | | | | | | |
| YTD | 13,300 | 21,959 | 0 | 0 | 0.0% | 43,933 | 42,738 | 0 | 0 | 0.0% | 8,677 | 0 | 0 | 0.0% | 10,993 | 0 | 0 | -100.00% | 2,433 | 0 | 0 | 0.0% | | |

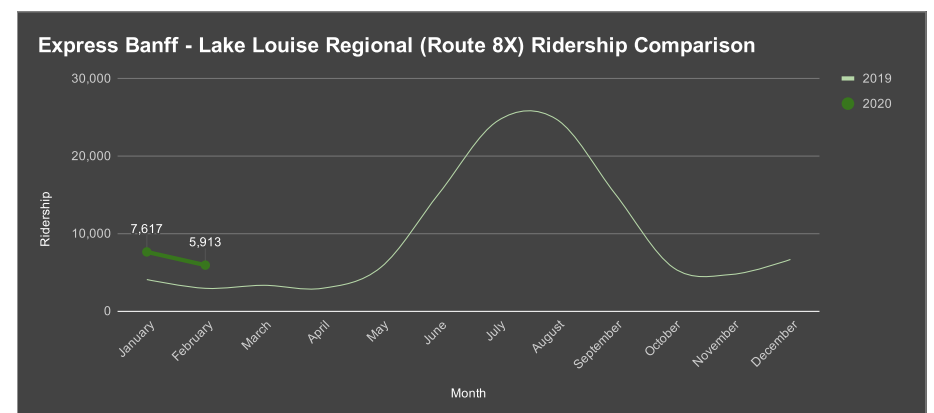
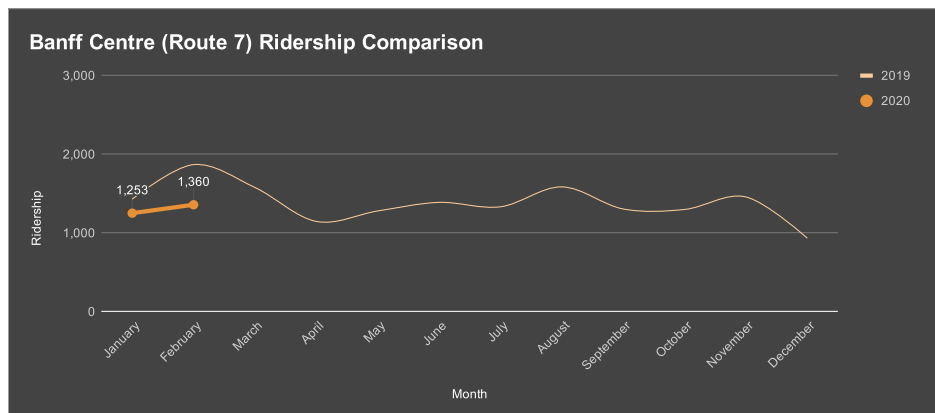
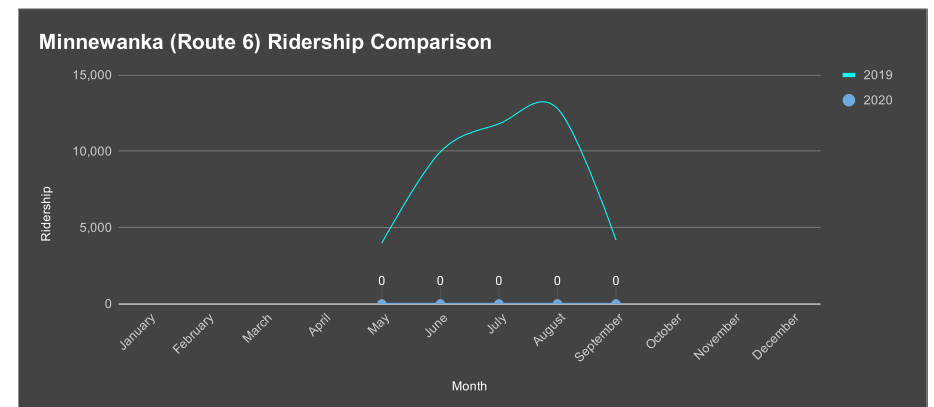
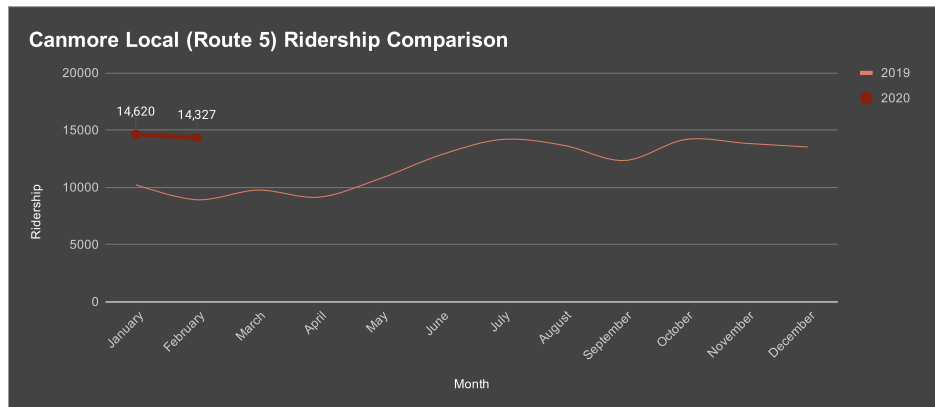
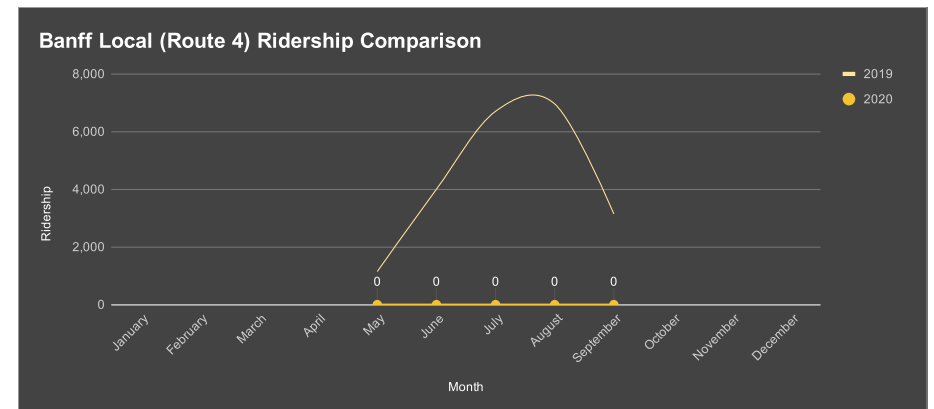
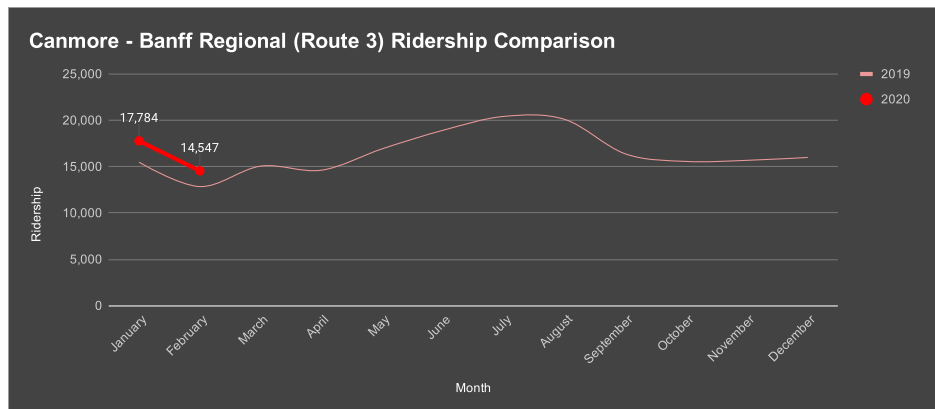
| On-It (Calgary Regional) | | | | | Parking Lot Shuttle | | | | |
|--------------------------|--------|----------|------|----------|---------------------|----------|------|----------|--|
| 2018 | 2019 | 2019 YTD | 2020 | % Change | 2019 | 2019 YTD | 2020 | % Change | |
| 1908 | 1,271 | | 0 | 0.0% | | | | | |
| 3,846 | 3,846 | | 0 | 0.0% | | | | | |
| 4,847 | 4,847 | | 0 | 0.0% | | | | | |
| 6,282 | 6,282 | | 0 | 0.0% | 105 | | 0 | 0.0% | |
| 4,017 | 4,017 | | 0 | 0.0% | 712 | | 0 | 0.0% | |
| 18,992 | 20,263 | 0 | 0 | 0.0% | 817 | 0 | 0 | 0.0% | |

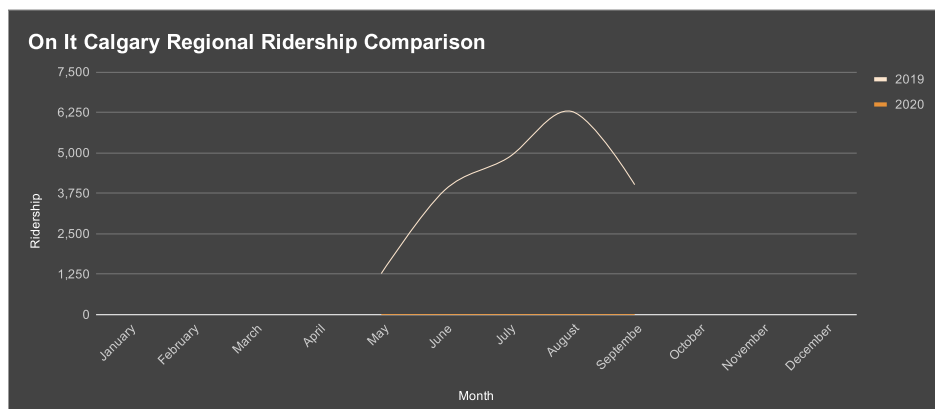
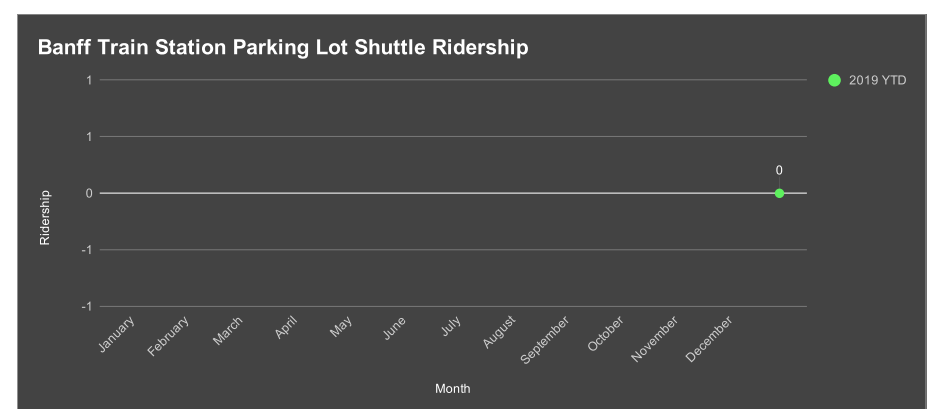
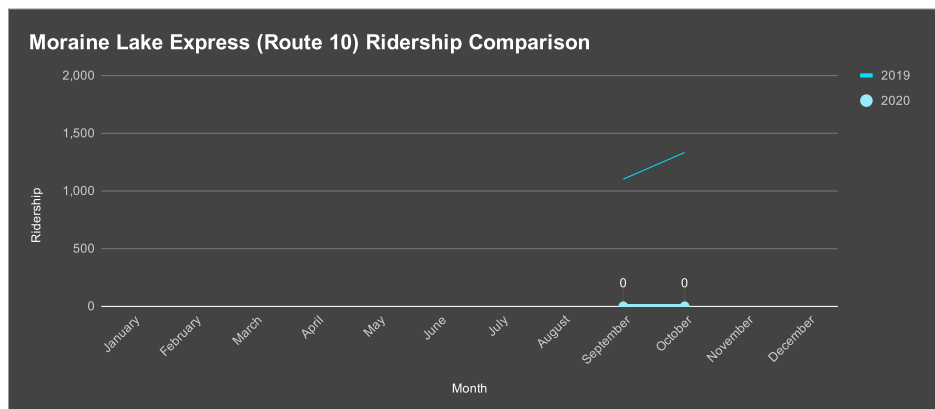
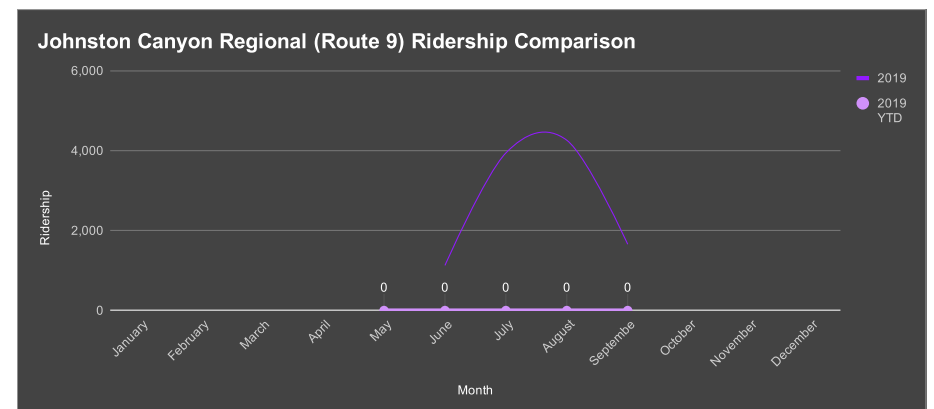
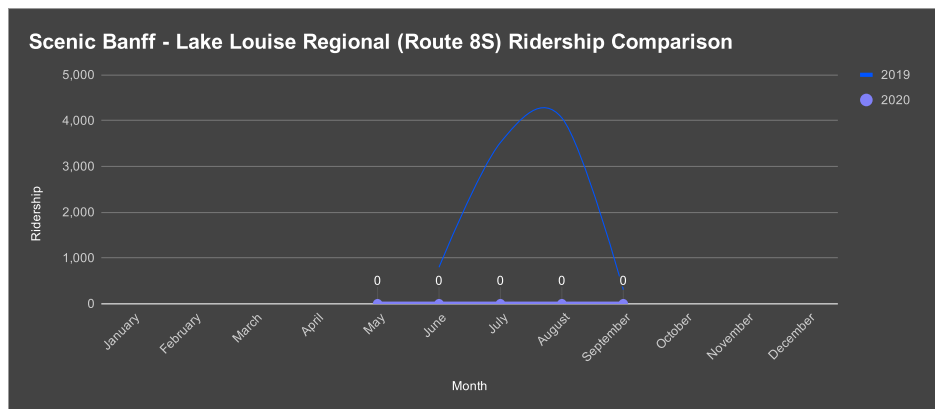
Year to Date % Ridership Change - Comparing 2019 to 2020



Banff Local (Routes 1 and 2) Ridership Comparison







Bow Valley *R*egional Transit Services Commission



New Business

Bow Valley *Regional* Transit Services Commission



2019 Unaudited Financial Results and KPIs

Report to the Bow Valley Regional Transit Services Commission

Request for Decision – 2019 Financial Results

March 10, 2020

SUMMARY/ ISSUE

Briefing to the Board on the draft unaudited 2019 financial results and request for motion to approve 2019 operating & capital reserve transfers.

PREVIOUS COMMISSION DIRECTION/POLICY

BVRTSC operating Bylaw 3-2011 section 9 details cost allocation for operating requisitions as well as guidance on annual operating surpluses/deficits.

INVESTIGATION

Administration has prepared the draft unaudited 2019 financial results for the Board's review. These results have the potential to change based on the 2019 audit work which is being completed March 19, 2020.

2019 Operating Surplus Transfers

2019 Financial Results with detailed explanations of the surpluses/deficits are attached.

Based on the preliminary 2019 financial results, the following 2019 reserve transfers are being submitted for approval at the March 2020 Board meeting:

| Proposed Reserve Transfers | Administrative | 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 | Rt 08 - LLB Regional Winter | Rt 08S - LLB Regional Summer Scenic | Rt 08X - LLB Regional Summer Express | Rt 09 - Johnston Canyon | Totals |
|-------------------------------------|----------------|-----------------------|-----------------------------------|----------------------------------|---------------------|------------------------|-----------------------|-------------------------|----------------------|-----------------------------|-------------------------------------|--------------------------------------|-------------------------|-----------------|
| Town of Banff Operating Reserve | 6,226.96 | 32,250.00 | 68,620.78 | 101,803.82 | 140,851.22 | | | | | | | | | \$ 349,752.78 |
| Town of Canmore Operating Reserve | 6,226.96 | | | | 140,851.23 | | (66,750.62) | | | | | | | \$ 80,327.57 |
| ID#9 Operating Reserve | 6,226.97 | | | | | | | | | 206,444.04 | | 179,404.86 | | \$ 392,075.87 |
| BVRTSC Operating Reserve | 40,285.32 | | | | | | | | | | | | | \$ 40,285.32 |
| Capital Reserve - nonpartner routes | | | | | | 17,948.35 | | 47,879.70 | 15,877.56 | | 36,430.00 | 100,569.65 | 36,430.00 | \$ 255,135.26 |
| | \$ 58,966.21 | \$ 32,250.00 | \$ 68,620.78 | \$ 101,803.82 | \$ 281,702.45 | \$ 17,948.35 | \$ (66,750.62) | \$ 47,879.70 | \$ 15,877.56 | \$ 206,444.04 | \$ 36,430.00 | \$ 279,974.51 | \$ 36,430.00 | \$ 1,117,576.80 |

The reserve transfers above are based on Bylaw 3-2011 that states

“For any Fare Revenue Surplus, the Commission shall put the funds in a reserve to the credit of each Customer whose service the Fare Revenue Surplus pertains to be used to cover future cost overruns and/or reduce the amount of future levies”

Within the administrative surplus there is \$40,000 of operating surplus that administration is requesting to be held in the BVRTSC operating reserve to be restricted for the 2020 IT systems review.

For non-commission member routes, amounts paid for amortization expense are being transferred to a Capital reserve and held for future replacement of vehicles. This is due to non-commission members not paying into a Capital Requisition.

Report to the Bow Valley Regional Transit Services Commission

Request for Decision – 2019 Financial Results

March 10, 2020

Recommended Motion:

The Board moves to approve the reserve transfers presented in the draft 2019 financial results as follows:

2019 Operating Surplus of \$1,117,576.80 to be transferred as follows:

- \$349,752.78 to the Town of Banff operating reserve
- \$80,327.57 to the Town of Canmore operating reserve
- \$392,075.87 to the ID#9 operating reserve
- \$40,285.32 to the BVRTSC operating reserve
- \$255,135.26 to the Capital reserve

IMPLICATIONS

Prior to the auditors releasing the 2019 financial statements they require Board approval for reserve transfers. The above motion is being brought to the Board for approval at the March 2020 meeting so that reserve transfers can be discussed and approved or amended prior to the draft audited financial statement preparation for the April 2020 meeting.

If any changes are required as a result of the 2019 financial statement audit, a motion for the revised reserve transfers will be brought to the April 2020 meeting along with the draft audited financial statements.

BUSINESS PLAN/ BUDGET IMPLICATIONS

N/A

RISKS

N/A

ATTACHMENTS

- 2019 Financial Reconciliation
- 2019 Financial Results
- 2019 KPIs

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

| All Routes | 2019 YTD | | | |
|--|-----------|-----------|--------|-----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 57.13 | \$ 48.02 | 19.0% | \$ 49.66 |
| | | | | |
| Gross Cost per Service Hour | \$ 113.42 | \$ 123.26 | -8.0% | \$ 107.79 |
| Direct Operating Cost per Service Hour | \$ 91.24 | \$ 101.12 | -9.8% | \$ 87.24 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 15.35 | \$ 14.05 | 9.2% | \$ 11.53 |
| Net Cost per Service Hour (CUTA) | \$ 40.93 | \$ 61.18 | -33.1% | \$ 46.59 |
| % Cost Recovery (CUTA) | 58% | 44% | | 52% |
| | | | | |
| Ridership | 1,524,582 | 1,395,058 | 9.3% | 1,263,716 |
| Service Hours | 49,178 | 48,820 | 0.7% | 38,116 |
| Ridership per Service Hour | 31 | 29 | 8.5% | 33 |

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

| Route 1 - Banff Local Sulphur Mtn | 2019 YTD | | | |
|--|-----------|-----------|--------|----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 68.36 | \$ 68.54 | -0.3% | \$ 62.90 |
| | | | | |
| Gross Cost per Service Hour | \$ 105.44 | \$ 112.94 | -6.6% | \$ 98.99 |
| Direct Operating Cost per Service Hour | \$ 85.09 | \$ 93.46 | -8.9% | \$ 79.87 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 13.53 | \$ 11.40 | 18.7% | \$ 10.11 |
| Net Cost per Service Hour (CUTA) | \$ 23.56 | \$ 33.00 | -28.6% | \$ 25.98 |
| % Cost Recovery (CUTA) | 74% | 67% | | 71% |
| | | | | |
| Ridership | 539,609 | 502,327 | 7.4% | 494,393 |
| Service Hours | 9,487 | 9,352 | 1.4% | 9,316 |
| Ridership per Service Hour | 57 | 54 | 5.9% | 53 |

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

| Route 2 - Banff Local Tunnel Mtn | 2019 YTD | | | |
|--|-----------|-----------|--------|-----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 49.43 | \$ 46.60 | 6.1% | \$ 49.10 |
| | | | | |
| Gross Cost per Service Hour | \$ 108.23 | \$ 114.56 | -5.5% | \$ 102.71 |
| Direct Operating Cost per Service Hour | \$ 86.67 | \$ 96.41 | -10.1% | \$ 82.55 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 14.73 | \$ 10.07 | 46.3% | \$ 11.15 |
| Net Cost per Service Hour (CUTA) | \$ 44.06 | \$ 57.89 | -23.9% | \$ 42.46 |
| % Cost Recovery (CUTA) | 53% | 45% | | 54% |
| | | | | |
| Ridership | 422,326 | 408,818 | 3.3% | 409,501 |
| Service Hours | 7,911 | 7,869 | 0.5% | 7,699 |
| Ridership per Service Hour | 53 | 52 | 2.8% | 53 |

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

| Route 3 - Canmore / Banff Regional | 2019 YTD | | | |
|--|-----------|-----------|--------|-----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 99.11 | \$ 79.57 | 24.6% | \$ 87.21 |
| | | | | |
| Gross Cost per Service Hour | \$ 112.75 | \$ 127.55 | -11.6% | \$ 117.82 |
| Direct Operating Cost per Service Hour | \$ 93.40 | \$ 107.86 | -13.4% | \$ 96.54 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 12.52 | \$ 11.60 | 7.9% | \$ 12.27 |
| Net Cost per Service Hour (CUTA) | \$ 1.12 | \$ 36.38 | -96.9% | \$ 18.34 |
| % Cost Recovery (CUTA) | 99% | 69% | | 83% |
| | | | | |
| Ridership | 198,004 | 176,781 | 12.0% | 174,559 |
| Service Hours | 8,207 | 8,301 | -1.1% | 8,190 |
| Ridership per Service Hour | 24 | 21 | 13.3% | 21 |

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

| Route 4 - Cave & Basin | 2019 YTD | | | |
|--|-----------|----------|---------|----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 14.01 | \$ 11.41 | 22.8% | \$ 12.00 |
| | | | | |
| Gross Cost per Service Hour | \$ 123.40 | \$ 88.19 | 39.9% | \$ 94.33 |
| Direct Operating Cost per Service Hour | \$ 98.53 | \$ 78.89 | 24.9% | \$ 78.01 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 18.05 | \$ 1.21 | 1388.5% | \$ 7.30 |
| Net Cost per Service Hour (CUTA) | \$ 91.34 | \$ 75.56 | 20.9% | \$ 75.03 |
| % Cost Recovery (CUTA) | 13% | 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 Annual KPIs with 2018 Actuals

| Route 5 - Canmore Local | 2019 YTD | | | |
|--|-----------------|---------------|-------------|---------------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 5.64 | \$ 14.32 | -60.6% | \$ 14.12 |
| | | | | |
| Gross Cost per Service Hour | \$ 112.45 | \$ 110.93 | 1.4% | \$ 110.39 |
| Direct Operating Cost per Service Hour | \$ 90.71 | \$ 89.43 | 1.4% | \$ 88.43 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 14.91 | \$ 13.42 | 11.1% | \$ 12.94 |
| Net Cost per Service Hour (CUTA) | \$ 91.90 | \$ 83.20 | 10.5% | \$ 83.33 |
| % Cost Recovery (CUTA) | 6% | 15% | | 14% |
| | | | | |
| Ridership | 143,755 | 103,408 | 39.0% | 110,668 |
| Service Hours | 7,630 | 7,753 | -1.6% | 7,492 |
| Ridership per Service Hour | 19 | 13 | 41.3% | 15 |

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

| Route 6 - Lake Minnewanka | 2019 YTD | | | |
|--|-----------------|---------------|-------------|---------------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 15.10 | \$ 13.77 | 9.7% | \$ 16.76 |
| Gross Cost per Service Hour | \$ 113.71 | \$ 95.11 | 19.6% | \$ 114.17 |
| Direct Operating Cost per Service Hour | \$ 89.43 | \$ 85.82 | 4.2% | \$ 90.24 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 17.45 | \$ 1.21 | 1339.5% | \$ 14.91 |
| Net Cost per Service Hour (CUTA) | \$ 81.15 | \$ 80.13 | 1.3% | \$ 82.50 |
| % Cost Recovery (CUTA) | 16% | 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 Annual KPIs with 2018 Actuals

| Route 7 - Banff Centre | 2019 YTD | | | |
|--|----------|----------|--------|-----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 4.37 | \$ 5.17 | -15.5% | \$ 3.84 |
| Gross Cost per Service Hour | \$ 91.92 | \$ 91.41 | 0.6% | \$ 103.97 |
| Direct Operating Cost per Service Hour | \$ 78.71 | \$ 82.11 | -4.1% | \$ 87.42 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 6.39 | \$ 1.21 | 427.0% | \$ 7.53 |
| Net Cost per Service Hour (CUTA) | \$ 81.16 | \$ 85.02 | -4.5% | \$ 92.60 |
| % Cost Recovery (CUTA) | 5% | 6% | | 4% |
| Ridership | 16,620 | 27,375 | -39.3% | 3,383 |
| Service Hours | 2,646 | 2,646 | 0.0% | 588 |
| Ridership per Service Hour | 6 | 10 | -39.3% | 6 |

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

| Route 8 - Lake Louise / Banff Regional Winter | 2019 YTD | | | |
|---|-----------|-----------|--------|-----------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 87.70 | \$ 18.41 | 376.4% | \$ 47.00 |
| | | | | |
| Gross Cost per Service Hour | \$ 124.89 | \$ 131.69 | -5.2% | \$ 117.30 |
| Direct Operating Cost per Service Hour | \$ 106.33 | \$ 106.93 | -0.6% | \$ 99.89 |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ 9.02 |
| Lease/Amortization per Service Hour | \$ 11.74 | \$ 16.68 | -29.6% | \$ 8.39 |
| Net Cost per Service Hour (CUTA) | \$ 25.45 | \$ 96.60 | -73.7% | \$ 61.91 |
| % Cost Recovery (CUTA) | 78% | 16% | | 43% |
| | | | | |
| Ridership | 33,732 | 9,800 | 244.2% | 13,979 |
| Service Hours | 2,832 | 2,928 | -3.3% | 1,008 |
| Ridership per Service Hour | 12 | 3 | 255.9% | 14 |

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

| Route 8S - Lake Louise / Banff Regional Scenic - Summer | 2019 YTD | | | |
|---|-----------|-----------|--------|--------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 58.37 | \$ 57.89 | 0.8% | \$ - |
| | | | | |
| Gross Cost per Service Hour | \$ 161.02 | \$ 188.73 | -14.7% | \$ - |
| Direct Operating Cost per Service Hour | \$ 103.99 | \$ 135.94 | -23.5% | \$ - |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ - |
| Lease/Amortization per Service Hour | \$ 50.21 | \$ 44.71 | 12.3% | \$ - |
| Net Cost per Service Hour (CUTA) | \$ 52.44 | \$ 86.13 | -39.1% | \$ - |
| % Cost Recovery (CUTA) | 53% | 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 Annual KPIs with 2018 Actuals

| Route 8X - Lake Louise / Banff Regional Express - Summer | 2019 YTD | | | |
|--|-----------|-----------|--------|--------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 105.03 | \$ 70.53 | 48.9% | \$ - |
| | | | | |
| Gross Cost per Service Hour | \$ 129.14 | \$ 185.80 | -30.5% | \$ - |
| Direct Operating Cost per Service Hour | \$ 100.12 | \$ 142.23 | -29.6% | \$ - |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ - |
| Lease/Amortization per Service Hour | \$ 22.20 | \$ 35.49 | -37.5% | \$ - |
| Net Cost per Service Hour (CUTA) | \$ 1.91 | \$ 79.78 | -97.6% | \$ - |
| % Cost Recovery (CUTA) | 98% | 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 Annual KPIs with 2018 Actuals

| Route 9 - Johnston Canyon | 2019 YTD | | | |
|--|-----------|-----------|--------|--------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 56.50 | \$ 96.00 | -41.1% | \$ - |
| Gross Cost per Service Hour | \$ 153.13 | \$ 194.49 | -21.3% | \$ - |
| Direct Operating Cost per Service Hour | \$ 101.84 | \$ 137.97 | -26.2% | \$ - |
| Overhead per Service Hour | \$ 6.82 | \$ 8.08 | -15.6% | \$ - |
| Lease/Amortization per Service Hour | \$ 44.47 | \$ 48.44 | -8.2% | \$ - |
| Net Cost per Service Hour (CUTA) | \$ 52.16 | \$ 50.05 | 4.2% | \$ - |
| % Cost Recovery (CUTA) | 52% | 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 Annual KPIs with 2018 Actuals

| Route 10 - Moraine Lake | 2019 YTD | | | |
|--|-----------|--------|------|--------|
| | 2019 | 2019 | | 2018 |
| | ACTUAL | BUDGET | COMP | ACTUAL |
| | | | % | |
| Revenue per Service Hour | \$ 49.21 | \$ - | 0.0% | \$ - |
| Gross Cost per Service Hour | \$ 119.29 | \$ - | 0.0% | \$ - |
| Direct Operating Cost per Service Hour | \$ 112.07 | \$ - | 0.0% | \$ - |
| Overhead per Service Hour | \$ 6.82 | \$ - | 0.0% | \$ - |
| Lease/Amortization per Service Hour | \$ 0.39 | \$ - | 0.0% | \$ - |
| Net Cost per Service Hour (CUTA) | \$ 69.68 | \$ - | 0.0% | \$ - |
| % Cost Recovery (CUTA) | 41% | 0% | 0.0% | 0% |
| Ridership | 4,452 | 0 | 0.0% | 0 |
| Service Hours | 473 | 0 | 0.0% | 0 |
| Ridership per Service Hour | 9 | 0 | 0.0% | 0 |

| | Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 1/2) January - December 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 | |
| | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| Income | | | | | | | | | | | | | | | | | | |
| Bus Pass Sales | 0 | | | | | | 47,027 | 30,020 | 46,894 | 29,930 | 315,767 | 218,081 | 76 | | 3,935 | 35,000 | 307 | |
| Farebox Revenue | 0 | | | | | | 237,184 | 253,518 | 236,543 | 240,848 | 481,401 | 424,436 | 13,815 | 11,603 | 21,924 | 65,000 | 39,800 | 38,320 |
| Interest Revenue | 18,109 | | | | | | | | | | | | | | | | | |
| Marketing & Advertising Revenue | | | | | | | 14,987 | 14,709 | 13,341 | 14,709 | 12,247 | 12,000 | 352 | | 9,965 | 11,000 | 600 | |
| Other Income | 810 | | | | | | 3,810 | 1,200 | 4,135 | 1,200 | 569 | | | | 7,220 | | 1,674 | |
| Partner Programs | | | | | | | 340,782 | 341,520 | 85,349 | 80,004 | 3,400 | 6,000 | | | | | | |
| Recoveries - Operating (non-members) | 9,523 | 79,649 | 50,848 | | | | | | 25,160 | 15,000 | | | 103,861 | 73,914 | | | 256,446 | 200,504 |
| Requisitions - Capital | 2,110 | | | | | | 4,779 | | 4,779 | | | | | | | | | |
| Requisitions - Operating | 394,557 | 394,557 | 59,691 | | 43,250 | 43,250 | 256,984 | 256,984 | 400,862 | 400,862 | 234,870 | 234,870 | | | 582,368 | 582,368 | | |
| Total Income | \$ 425,110 | \$ 474,206 | \$ 110,538 | \$ - | \$ 43,250 | \$ 43,250 | \$ 905,553 | \$ 897,951 | \$ 817,063 | \$ 782,553 | \$1,048,253 | \$ 895,387 | \$ 118,104 | \$ 85,517 | \$ 625,413 | \$ 693,368 | \$ 298,826 | \$ 238,824 |
| Expenses | | | | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 4,099 | 526 | | | | | 21,430 | 31,289 | 19,328 | 29,228 | 17,635 | 32,240 | 2,763 | 3,000 | 15,011 | 21,753 | 4,741 | 6,300 |
| Contracted Services / Professional Fees | 32,823 | 60,902 | 103,038 | | 11,000 | 43,250 | 16,691 | 28,092 | 13,570 | 24,592 | 11,450 | 27,145 | 1,021 | 620 | 8,832 | 18,209 | 2,746 | 7,725 |
| Fuel Expense | 0 | | | | | | 85,745 | 112,373 | 62,142 | 96,035 | 149,795 | 160,000 | 4,642 | 4,000 | 79,015 | 80,000 | 32,973 | 32,000 |
| General Operating Expenses | 47,515 | 52,390 | | | | | 13,858 | 8,980 | 13,392 | 8,980 | 9,889 | 12,360 | 407 | | 3,479 | 7,530 | 1,024 | 1,925 |
| Infrastructure Maintenance | | | | | | | 4,507 | 4,275 | 4,757 | 4,275 | 1,805 | 3,300 | 12 | | 9,420 | 7,350 | 732 | 2,000 |
| Insurance Expense | 5,039 | 5,184 | | | | | 10,196 | 10,440 | 7,662 | 8,076 | 7,720 | 8,664 | 2,013 | 1,904 | 8,049 | 7,824 | 4,839 | 4,000 |
| Software Fees & Licences | 7,809 | 16,554 | | | | | 20,287 | 30,442 | 18,243 | 29,416 | 18,155 | 25,723 | 3,843 | 2,000 | 15,525 | 23,936 | 6,879 | 9,010 |
| Training, Travel & Meals | 27,380 | 29,776 | | | | | 1,366 | 1,039 | 1,203 | 1,037 | 1,332 | 3,677 | 112 | | 1,222 | 2,689 | 261 | 1,211 |
| Vehicle Expenses | 3,357 | 1,550 | | | | | 184,421 | 197,174 | 166,631 | 180,839 | 109,803 | 176,850 | 24,597 | 16,315 | 144,225 | 113,142 | 25,267 | 41,479 |
| Wages & Benefits | 238,121 | 307,324 | 7,500 | | | | 478,431 | 479,911 | 408,331 | 406,139 | 438,966 | 445,428 | 60,745 | 52,394 | 407,383 | 410,935 | 171,483 | 133,174 |
| Total Expenses | \$ 366,144 | \$ 474,206 | \$ 110,538 | \$ - | \$ 11,000 | \$ 43,250 | \$ 836,932 | \$ 904,015 | \$ 715,259 | \$ 788,617 | \$ 766,551 | \$ 895,387 | \$ 100,155 | \$ 80,233 | \$ 692,163 | \$ 693,368 | \$ 250,947 | \$ 238,824 |
| Surplus / Deficiency Prior to Amortization | \$ 58,966 | \$ - | \$ - | \$ - | \$ 32,250 | \$ - | \$ 68,621 | \$ (6,064) | \$ 101,804 | \$ (6,064) | \$ 281,702 | \$ - | \$ 17,948 | \$ 5,284 | \$ (66,751) | \$ - | \$ 47,880 | \$ - |
| Amortization Expense | 19,160 | 59,190 | | | | | 95,001 | 65,270 | 83,825 | 39,720 | 99,594 | 86,250 | 17,948 | | 110,787 | 94,618 | 47,880 | |
| Net Income | \$ 39,806 | \$ (59,190) | \$ - | \$ - | \$ 32,250 | \$ - | \$ (26,380) | \$ (71,334) | \$ 17,979 | \$ (45,784) | \$ 182,109 | \$ (86,250) | \$ - | \$ 5,284 | \$ (177,537) | \$ (94,618) | \$ - | \$ - |

| | Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 2/2) January - December 2019 | | | | | | | | | | | | | | |
|--|--|------------|-----------------------------|-------------|------------------------|-------------|--------------------------------------|--------------|-------------------------|-------------|----------------------|--------|--------------|--------------|-------------|
| | Rt 07 - Banff Centre | | Rt 08 - LLB Regional Winter | | 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 | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | 8 | | 54,171 | | 4,684 | | 82,959 | | 4,811 | | 2,543 | | 563,183 | 313,031 | 180% |
| Farebox Revenue | 10,793 | 13,688 | 191,779 | 53,900 | 33,110 | 66,550 | 400,007 | 279,510 | 35,875 | 101,640 | 20,735 | | 1,722,966 | 1,549,013 | 111% |
| Interest Revenue | | | | | | | 417 | | | | | | 18,526 | 0 | |
| Marketing & Advertising Revenue | 747 | | 1,928 | | 928 | | 990 | | 988 | | | | 57,074 | 52,418 | 109% |
| Other Income | 25 | | 495 | | 3,960 | | | | 5,023 | | | | 27,721 | 2,400 | 1155% |
| Partner Programs | | | | | | | | | | | | | 429,531 | 427,524 | 100% |
| Recoveries - Operating (non-members) | 212,578 | 210,443 | | | 62,846 | 21,693 | 70,173 | 58,038 | 66,550 | 8,232 | 26,775 | | 884,759 | 667,473 | 133% |
| Requisitions - Capital | | | | | | | | | | | | | 11,667 | 0 | |
| Requisitions - Operating | | | 259,184 | 259,184 | 6,943 | 68,021 | 187,157 | 226,080 | 7,352 | 36,199 | 2,958 | | 2,436,175 | 2,502,375 | 97% |
| Total Income | \$ 224,151 | \$ 224,131 | \$ 507,558 | \$ 313,084 | \$ 112,471 | \$ 156,264 | \$ 741,703 | \$ 563,628 | \$ 120,599 | \$ 146,071 | \$ 53,011 | \$ - | \$ 6,151,602 | \$ 5,514,234 | 112% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 3,992 | 5,100 | 5,488 | 9,000 | 2,360 | 4,862 | 15,519 | 16,593 | 2,653 | 4,545 | 681 | | 115,701 | 164,436 | 70% |
| Contracted Services / Professional Fees | 1,049 | 6,622 | 2,770 | 10,440 | 1,325 | 3,430 | 4,621 | 11,706 | 1,103 | 3,206 | 191 | | 212,230 | 245,939 | 86% |
| Fuel Expense | 13,544 | 30,609 | 59,552 | 58,293 | 8,102 | 21,971 | 80,509 | 80,087 | 10,147 | 20,538 | 8,071 | | 594,238 | 695,906 | 85% |
| General Operating Expenses | 741 | 1,734 | 2,466 | 3,225 | 260 | 2,992 | 2,821 | 10,211 | 284 | 2,797 | 113 | | 96,249 | 113,124 | 85% |
| Infrastructure Maintenance | 12 | 1,020 | 107 | 3,090 | 714 | 561 | 1,296 | 1,915 | 510 | 524 | 276 | | 24,150 | 28,310 | 85% |
| Insurance Expense | 1,835 | 3,060 | 1,681 | 4,000 | 3,151 | 5,236 | 6,513 | 17,870 | 3,175 | 4,894 | | | 61,873 | 81,152 | 76% |
| Software Fees & Licences | 5,035 | 4,794 | 4,899 | 5,650 | 4,669 | 5,012 | 13,917 | 17,103 | 4,669 | 4,685 | 216 | | 124,147 | 174,325 | 71% |
| Training, Travel & Meals | 69 | 1,020 | 1,081 | 1,030 | 48 | 280 | 690 | 957 | 48 | 262 | 13 | | 34,826 | 42,978 | 81% |
| Vehicle Expenses | 42,672 | 45,900 | 48,300 | 65,229 | 10,959 | 39,777 | 45,353 | 141,760 | 11,058 | 37,183 | 9,097 | | 825,740 | 1,057,198 | 78% |
| Wages & Benefits | 139,324 | 117,428 | 174,768 | 153,127 | 44,452 | 72,143 | 290,490 | 265,426 | 50,523 | 67,437 | 34,354 | | 2,944,872 | 2,910,866 | 101% |
| Total Expenses | \$ 208,274 | \$ 217,287 | \$ 301,113 | \$ 313,084 | \$ 76,041 | \$ 156,264 | \$ 461,728 | \$ 563,628 | \$ 84,169 | \$ 146,071 | \$ 53,011 | \$ - | \$ 5,034,025 | \$ 5,514,234 | 91% |
| Surplus / Deficiency Prior to Amortization | \$ 15,878 | \$ 6,844 | \$ 206,444 | \$ - | \$ 36,430 | \$ - | \$ 279,975 | \$ - | \$ 36,430 | \$ - | \$ - | \$ - | \$ 1,117,577 | \$ - | |
| Amortization Expense | 15,878 | | 32,150 | 45,278 | 36,430 | 50,000 | 100,570 | 135,833 | 36,430 | 50,000 | | | 695,651 | 626,159 | 111% |
| Net Income | \$ 0 | \$ 6,844 | \$ 174,294 | \$ (45,278) | \$ - | \$ (50,000) | \$ 179,405 | \$ (135,833) | \$ - | \$ (50,000) | \$ - | \$ - | \$ 421,926 | \$ (626,159) | |

| | <div>Bow Valley Regional Transit Services Commission</div> <div>All Routes - Actual vs Prior Year (pg 1/2)</div> <div>January - December 2019</div> | | | | | | | | | | | | | | | | | |
|---|---|------------------------|-------------------|------------------------|-----------------------|------------------------|--------------------------------------|------------------------|-------------------------------------|------------------------|---------------------|------------------------|------------------------|------------------------|-----------------------|------------------------|-------------------------|------------------------|
| | 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 - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) |
| INCOME | | | | | | | | | | | | | | | | | | |
| Bus Pass Sales | - | - | | | | | 47,027 | 31,769 | 46,894 | 31,958 | 315,767 | 267,062 | 76 | | 3,935 | 32,653 | 307 | |
| Farebox Revenue | - | | | | | | 237,184 | 203,760 | 236,543 | 245,715 | 481,401 | 425,866 | 13,815 | 11,443 | 21,924 | 51,547 | 39,800 | 43,765 |
| Grant Revenue | | 12,590 | | | | | | | | | | | | | | | | |
| Interest Revenue | 18,109 | 2,455 | | | | | | | | | | | | | | | | |
| Marketing & Advertising Revenue | | | | | | | 14,987 | 12,898 | 13,341 | 12,993 | 12,247 | 11,582 | 352 | 750 | 9,965 | 9,081 | 600 | |
| Other Income | 810 | 3,606 | | | | | 3,810 | 3,963 | 4,135 | 3,963 | 569 | 7,762 | | | 7,220 | 12,478 | 1,674 | 3,253 |
| Partner Programs | | | | | | | 340,782 | 333,612 | 85,349 | 83,425 | 3,400 | 2,003 | | | | | | |
| Recoveries - Operating (non-members) | 9,523 | 40,049 | 50,848 | 90,000 | | | | 540 | 25,160 | 15,000 | | | 103,861 | 72,826 | | | 256,446 | 206,193 |
| Requisitions - Capital | 2,110 | 17,490 | | | | | 4,779 | 4,007 | 4,779 | 1,002 | | | | | | | | |
| Requisitions - Operating | 394,557 | 445,071 | 59,691 | 117,674 | 43,250 | | 256,984 | 236,821 | 400,862 | 409,214 | 234,870 | 233,996 | | | 582,368 | 453,416 | | |
| Total Income | 425,110 | 521,260 | 110,538 | 207,674 | 43,250 | - | 905,553 | 827,370 | 817,063 | 803,271 | 1,048,253 | 948,272 | 118,104 | 85,019 | 625,413 | 559,175 | 298,826 | 253,212 |
| EXPENSES | | | | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 4,099 | 7,107 | | | | | 21,430 | 15,111 | 19,328 | 15,244 | 17,635 | 18,495 | 2,763 | 5,025 | 15,011 | 16,234 | 4,741 | 3,993 |
| Contracted Services / Professional Fees | 32,823 | 39,574 | 103,038 | 202,375 | 11,000 | | 16,691 | 14,642 | 13,570 | 14,589 | 11,450 | 12,779 | 1,021 | 1,075 | 8,832 | 12,041 | 2,746 | 3,651 |
| Fuel Expense | - | | | | | | 85,745 | 86,854 | 62,142 | 62,863 | 149,795 | 156,206 | 4,642 | 4,170 | 79,015 | 78,152 | 32,973 | 30,495 |
| General Operating Expenses | 47,515 | 68,260 | | | | | 13,858 | 11,591 | 13,392 | 8,583 | 9,889 | 12,439 | 407 | 22 | 3,479 | 5,846 | 1,024 | 976 |
| Infrastructure Maintenance | | 8,163 | | | | | 4,507 | 5,646 | 4,757 | 5,646 | 1,805 | 1,474 | 12 | 474 | 9,420 | 310 | 732 | 1,416 |
| Insurance Expense | 5,039 | 4,295 | | | | | 10,196 | 9,657 | 7,662 | 7,927 | 7,720 | 8,505 | 2,013 | 1,061 | 8,049 | 7,682 | 4,839 | 3,867 |
| Software Fees & Licences | 7,809 | 14,259 | | | | | 20,287 | 22,101 | 18,243 | 18,029 | 18,155 | 18,727 | 3,843 | 4,238 | 15,525 | 18,731 | 6,879 | 10,584 |
| Training, Travel & Meals | 27,380 | 23,173 | | | | | 1,366 | 760 | 1,203 | 731 | 1,332 | 750 | 112 | 15 | 1,222 | 1,488 | 261 | 15 |
| Vehicle Expenses | 3,357 | 1,882 | | | | | 184,421 | 163,668 | 166,631 | 156,200 | 109,803 | 142,376 | 24,597 | 12,549 | 144,225 | 142,067 | 25,267 | 42,710 |
| Wages & Benefits | 238,121 | 253,101 | 7,500 | 5,299 | | | 478,431 | 443,628 | 408,331 | 375,371 | 438,966 | 418,913 | 60,745 | 50,669 | 407,383 | 379,979 | 171,483 | 155,505 |
| Total Expenses | 366,144 | 419,813 | 110,538 | 207,674 | 11,000 | - | 836,932 | 773,658 | 715,259 | 665,182 | 766,551 | 790,664 | 100,155 | 79,298 | 692,163 | 662,531 | 250,947 | 253,212 |
| Surplus / Deficiency Prior to Amortization | 58,966 | 101,447 | (0) | - | 32,250 | - | 68,621 | 53,712 | 101,804 | 138,089 | 281,702 | 157,608 | 17,948 | 5,722 | (66,751) | (103,356) | 47,880 | - |
| Amortization Expense | 19,160 | 46,904 | | | | | 95,001 | 53,106 | 83,825 | 46,733 | 99,594 | 90,381 | 17,948 | 6,170 | 110,787 | 87,714 | 47,880 | 38,391 |
| Net Income | 39,806 | 54,543 | (0) | - | 32,250 | - | (26,380) | 606 | 17,979 | 91,356 | 182,109 | 67,227 | - | (449) | (177,537) | (191,070) | - | (38,391) |

| | Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 2/2) January - December 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 - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Jan - Dec 2019 | Jan - Dec 2018 (PY) | Change |
| INCOME | | | | | | | | | | | | | | | |
| Bus Pass Sales | 8 | 50 | 54,171 | 20,920 | 4,684 | | 82,959 | | 4,811 | | 2,543 | | 563,183 | 384,412 | 178,771 |
| Farebox Revenue | 10,793 | 1,805 | 191,779 | 26,454 | 33,110 | | 400,007 | | 35,875 | | 20,735 | | 1,722,966 | 1,010,356 | 712,610 |
| Grant Revenue | | | | 6,190 | | | | | | | | | 0 | 18,780 | (18,780) |
| Interest Revenue | | | | | | | 417 | | | | | | 18,526 | 2,455 | 16,071 |
| Marketing & Advertising Revenue | 747 | | 1,928 | | 928 | | 990 | | 988 | | | | 57,074 | 47,304 | 9,770 |
| Other Income | 25 | 404 | 495 | | 3,960 | | | | 5,023 | | | | 27,721 | 35,430 | (7,709) |
| Partner Programs | | | | | | | | | | | | | 429,531 | 419,040 | 10,491 |
| Recoveries - Operating (non-members) | 212,578 | 49,146 | | | 62,846 | | 70,173 | 7,895 | 66,550 | | 26,775 | | 884,759 | 481,649 | 403,109 |
| Requisitions - Capital | | | | | | | | | | | | | 11,667 | 22,499 | (10,832) |
| Requisitions - Operating | | | 259,184 | 90,796 | 6,943 | | 187,157 | | 7,352 | | 2,958 | | 2,436,175 | 1,986,989 | 449,187 |
| Total Income | 224,151 | 51,405 | 507,558 | 144,360 | 112,471 | - | 741,703 | 7,895 | 120,599 | - | \$ 53,011 | \$ - | \$ 6,151,602 | \$ 4,408,914 | \$ 1,742,688 |
| EXPENSES | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 3,992 | 2,917 | 5,488 | 8,897 | 2,360 | | 15,519 | | 2,653 | | 681 | | 115,701 | 93,025 | 22,676 |
| Contracted Services / Professional Fees | 1,049 | - | 2,770 | 965 | 1,325 | | 4,621 | | 1,103 | | 191 | | 212,230 | 301,691 | (89,461) |
| Fuel Expense | 13,544 | 3,373 | 59,552 | 19,053 | 8,102 | | 80,509 | | 10,147 | | 8,071 | | 594,238 | 441,167 | 153,071 |
| General Operating Expenses | 741 | 35 | 2,466 | 86 | 260 | | 2,821 | | 284 | | 113 | | 96,249 | 107,837 | (11,588) |
| Infrastructure Maintenance | 12 | 43 | 107 | 1,815 | 714 | | 1,296 | | 510 | | 276 | | 24,150 | 24,986 | (837) |
| Insurance Expense | 1,835 | 796 | 1,681 | 860 | 3,151 | | 6,513 | | 3,175 | | | | 61,873 | 44,650 | 17,223 |
| Software Fees & Licences | 5,035 | 1,339 | 4,899 | 2,537 | 4,669 | | 13,917 | | 4,669 | | 216 | | 124,147 | 110,544 | 13,603 |
| Training, Travel & Meals | 69 | 15 | 1,081 | 21 | 48 | | 690 | 1,107 | 48 | | 13 | | 34,826 | 28,075 | 6,751 |
| Vehicle Expenses | 42,672 | 3,354 | 48,300 | 9,193 | 10,959 | | 45,353 | | 11,058 | | 9,097 | | 825,740 | 673,997 | 151,743 |
| Wages & Benefits | 139,324 | 39,534 | 174,768 | 57,260 | 44,452 | | 290,490 | 6,788 | 50,523 | | 34,354 | | 2,944,872 | 2,186,048 | 758,825 |
| Total Expenses | 208,274 | 51,405 | 301,113 | 100,686 | 76,041 | - | 461,728 | 7,895 | 84,169 | - | \$ 53,011 | \$ - | \$ 5,034,025 | \$ 4,012,018 | \$ 1,022,007 |
| Surplus / Deficiency Prior to Amortization | 15,878 | - | 206,444 | 43,673 | 36,430 | - | 279,975 | (0) | 36,430 | - | \$ - | \$ - | \$ 1,117,577 | \$ 396,895 | \$ 720,681 |
| Amortization Expense | 15,878 | 3,702 | 32,150 | 7,220 | 36,430 | | 100,570 | | 36,430 | | | | 695,651 | 380,322 | 315,329 |
| Net Income | 0 | (3,702) | 174,294 | 36,453 | - | - | 179,405 | (0) | - | - | - | - | 421,926 | 16,573 | 405,352 |

| Bow Valley Regional Transit Services Commission | | | | | | | | | | | | | | | |
|---|-----------------|----------|-------------|-----------------|----------|-------------|-----------------|---------|-------------|-----------------|----------|-------------|---------|----------|-------------|
| Administrative | | | | | | | | | | | | | | | |
| January - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Interest Revenue | 3,524 | | | 2,493 | | | 4,466 | | | 7,626 | | | 18,109 | - | 1 |
| Other Income | 84 | | | 498 | | | 509 | | | (281) | | | 810 | - | |
| Recoveries - Operating (non-members) | 3,394 | 2,550 | 133% | 7,154 | 28,594 | 25% | 119 | 45,955 | 0% | (1,143) | 2,550 | -45% | 9,523 | 79,649 | 12% |
| Requisitions - Capital | | | | | | | | | | 2,110 | | | 2,110 | - | 5 |
| Requisitions - Operating | 120,927 | 120,927 | 100% | 89,753 | 89,753 | 100% | 70,236 | 70,236 | 100% | 113,641 | 113,641 | 100% | 394,557 | 394,557 | 100% |
| Total Income | 127,929 | 123,477 | 104% | 99,898 | 118,347 | 84% | 75,330 | 116,191 | 65% | 121,952 | 116,191 | 105% | 425,110 | 474,206 | 90% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 1,543 | 129 | 1196% | 619 | 132 | 469% | 922 | 132 | 699% | 1,015 | 133 | 763% | 4,099 | 526 | 779% |
| Contracted Services / Professional Fees | 13,155 | 21,218 | 62% | 9,894 | 15,228 | 65% | 6,022 | 12,228 | 49% | 3,753 | 12,228 | 31% | 32,823 | 60,902 | 54% |
| General Operating Expenses | 11,911 | 13,087 | 91% | 11,175 | 13,101 | 85% | 11,804 | 13,101 | 90% | 12,626 | 13,101 | 96% | 47,515 | 52,390 | 91% |
| Insurance Expense | 1,260 | 1,296 | 97% | 1,260 | 1,296 | 97% | 1,260 | 1,296 | 97% | 1,260 | 1,296 | 97% | 5,039 | 5,184 | 97% |
| Software Fees & Licences | 1,972 | 4,134 | 48% | 1,884 | 4,140 | 45% | 1,843 | 4,140 | 45% | 2,110 | 4,140 | 51% | 7,809 | 16,554 | 47% |
| Training, Travel & Meals | 3,401 | 7,447 | 46% | 7,744 | 7,443 | 104% | 5,348 | 7,443 | 72% | 10,888 | 7,443 | 146% | 27,380 | 29,776 | 92% |
| Vehicle Expenses | - | 389 | 0% | 8 | 387 | 2% | - | 387 | 0% | 3,349 | 387 | 865% | 3,357 | 1,550 | 217% |
| Wages & Benefits | 72,943 | 75,777 | 96% | 54,258 | 76,620 | 71% | 37,004 | 77,464 | 48% | 73,916 | 77,463 | 95% | 238,121 | 307,324 | 77% |
| Total Expenses | 106,185 | 123,477 | 86% | 86,840 | 118,347 | 73% | 64,201 | 116,191 | 55% | 108,917 | 116,191 | 94% | 366,144 | 474,206 | 77% |
| Surplus / (Deficiency) Prior to Amortization | 21,744 | - | | 13,058 | - | | 11,129 | - | | 13,035 | - | | 58,966 | - | 7 |
| Amortization Expense | 4,790 | 18,600 | 26% | 4,790 | 12,516 | 38% | 4,790 | 9,474 | 51% | 4,790 | 18,600 | 26% | 19,160 | 59,190 | 32% |
| Net Income | 16,954 | (18,600) | | 8,268 | (12,516) | | 6,339 | (9,474) | | 8,245 | (18,600) | | 39,806 | (59,190) | |

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 \$43K interest earned from Jan-Dep 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. Savings are proposed to be transferred to the BVRTSC operating reserve to be used for the 2020 IT analysis.

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

5) Vehicle expenses are \$2K over budget due to the purchase of an eBIKE approved to be funded through deferred capital contributions, but below the \$5K capitalization threshold.

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.

7) Total Surplus to be allocated to reserves is proposed as follows:

\$40,000 to the BVRTSC Operating Reserve to be restricted for the 2020 IT analysis

\$785 to the BVRTSC Operating Reserve from other revenue such as recycling revenue, unclaimed lost/found cash, sale of old ipads, to be restricted for BVRTSC Scholarship fund

(\$500) pmt from the BVRTSC Operating Reserve for a 2019 Scholarship awarded

\$6,227 transfer to the BVRTSC/ToB operating reserve (1/3 of remaining surplus)

\$6,227 transfer to the BVRTSC/ToC operating reserve (1/3 of remaining surplus)

\$6,227 transfer to the BVRTSC/ID#9 operating reserve (1/3 of remaining surplus)

\$58,966

| <div> <div>Bow Valley Regional Transit Services Commission</div> <div>Route 1 - Banff Local Sulphur Mtn</div> <div>January - December 2019</div> </div> | | | | | | | | | | | | | | | |
|---|-----------------|----------|-------------|-----------------|----------|-------------|-----------------|----------|-------------|-----------------|----------|-------------|----------|----------|-------------|
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | 9,404 | 4,985 | 189% | 10,635 | 8,605 | 124% | 11,584 | 11,335 | 102% | 15,403 | 5,095 | 302% | 47,027 | 30,020 | 157% |
| Farebox Revenue | 39,904 | 42,090 | 95% | 60,804 | 72,674 | 84% | 99,963 | 95,731 | 104% | 36,513 | 43,023 | 85% | 237,184 | 253,518 | 94% |
| Marketing & Advertising Revenue | 2,480 | 2,443 | 102% | 3,031 | 4,216 | 72% | 6,360 | 5,554 | 115% | 3,117 | 2,496 | 125% | 14,987 | 14,709 | 102% |
| Other Income | 1,001 | 202 | 495% | 1,027 | 343 | 299% | 804 | 453 | 178% | 978 | 202 | 484% | 3,810 | 1,200 | 318% |
| Partner Programs | 85,153 | 85,380 | 100% | 85,503 | 85,380 | 100% | 85,205 | 85,380 | 100% | 84,921 | 85,380 | 99% | 340,782 | 341,520 | 100% |
| Requisitions - Capital | | | | | | | | | | 4,779 | | | 4,779 | - | |
| Requisitions - Operating | 34,369 | 34,369 | 100% | 77,305 | 77,305 | 100% | 108,782 | 108,782 | 100% | 36,528 | 36,528 | 100% | 256,984 | 256,984 | 100% |
| Total Income | 172,310 | 169,469 | 102% | 238,305 | 248,523 | 96% | 312,699 | 307,235 | 102% | 182,238 | 172,724 | 106% | 905,553 | 897,951 | 101% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 3,899 | 5,199 | 75% | 8,928 | 8,968 | 100% | 4,797 | 11,813 | 41% | 3,805 | 5,309 | 72% | 21,430 | 31,289 | 68% |
| Contracted Services / Professional Fees | 2,165 | 4,660 | 46% | 5,181 | 8,054 | 64% | 4,945 | 10,611 | 47% | 4,399 | 4,767 | 92% | 16,691 | 28,092 | 59% |
| Fuel Expense | 16,132 | 18,654 | 86% | 23,733 | 32,214 | 74% | 29,895 | 42,434 | 70% | 15,984 | 19,071 | 84% | 85,745 | 112,373 | 76% |
| General Operating Expenses | 2,002 | 1,495 | 134% | 2,616 | 2,573 | 102% | 2,413 | 3,391 | 71% | 6,827 | 1,521 | 449% | 13,858 | 8,980 | 154% |
| Infrastructure Maintenance | 174 | 721 | 24% | 1,362 | 1,222 | 111% | 2,152 | 1,598 | 135% | 819 | 734 | 112% | 4,507 | 4,275 | 105% |
| Insurance Expense | 2,561 | 2,610 | 98% | 2,545 | 2,610 | 98% | 2,545 | 2,610 | 98% | 2,545 | 2,610 | 98% | 10,196 | 10,440 | 98% |
| Software Fees & Licences | 4,496 | 7,612 | 59% | 5,680 | 7,608 | 75% | 5,818 | 7,611 | 76% | 4,292 | 7,611 | 56% | 20,287 | 30,442 | 67% |
| Training, Travel & Meals | 475 | 173 | 275% | 471 | 299 | 158% | 196 | 391 | 50% | 224 | 176 | 127% | 1,366 | 1,039 | 132% |
| Vehicle Expenses | 33,551 | 36,775 | 91% | 38,642 | 54,758 | 71% | 62,866 | 68,318 | 92% | 49,362 | 37,323 | 132% | 184,421 | 197,174 | 94% |
| Wages & Benefits | 86,333 | 92,414 | 93% | 135,577 | 131,811 | 103% | 167,051 | 161,222 | 104% | 89,471 | 94,464 | 95% | 478,431 | 479,911 | 100% |
| Total Expenses | 151,788 | 170,313 | 89% | 224,736 | 250,117 | 90% | 282,679 | 309,999 | 91% | 177,728 | 173,586 | 102% | 836,932 | 904,015 | 93% |
| Surplus / (Deficiency) Prior to Amortization | 20,522 | (844) | | 13,569 | (1,594) | | 30,020 | (2,764) | | 4,510 | (862) | | 68,621 | (6,064) | |
| Amortization Expense | 20,118 | 13,823 | 146% | 24,589 | 16,893 | 146% | 26,824 | 18,429 | 146% | 23,471 | 16,125 | 146% | 95,001 | 65,270 | 146% |
| Net Income | 404 | (14,667) | | (11,020) | (18,487) | | 3,196 | (21,193) | | (18,961) | (16,987) | | (26,380) | (71,334) | |

- 1) Other income consists of warranty revenue.
- 2) Pass sales and farebox revenue are up \$600 from budget and up \$49K from prior year.
- 3) Contracted Services are below budget based on actual contracted services used to date.
- 4) Fuel is \$27K below budget but is tracking with 2018 expenditures. This has been adjusted for in the 2020 operating budget.
- 5) General operating expenses are \$4.8K over budget based on expenditures for smart cards and hotel partner supplies, but is fully offset by a transfer from deferred capital contributions for these expenses.
- 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.
- 8) Total Surplus to be allocated to reserves is proposed as follows:

\$68,621

transfer to the BVRTSC/ToB operating reserve (100% of surplus)

038

| <div> <div>Bow Valley Regional Transit Services Commission</div> <div>Route 2 - Banff Local Tunnel Mtn</div> <div>January - December 2019</div> </div> | | | | | | | | | | | | | | | | |
|--|-----------------|----------|-------------|-----------------|----------|-------------|-----------------|----------|-------------|-----------------|----------|-------------|---------|----------|-------------|---|
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | |
| Income | | | | | | | | | | | | | | | | |
| Bus Pass Sales | 9,404 | 5,904 | 159% | 10,540 | 8,146 | 129% | 11,495 | 9,844 | 117% | 15,456 | 6,036 | 256% | 46,894 | 29,930 | 157% | 2 |
| Farebox Revenue | 36,655 | 37,464 | 98% | 61,860 | 64,741 | 96% | 102,800 | 106,317 | 97% | 35,229 | 32,326 | 109% | 236,543 | 240,848 | 98% | 2 |
| Marketing & Advertising Revenue | 2,285 | 2,901 | 79% | 2,483 | 4,003 | 62% | 5,606 | 4,838 | 116% | 2,967 | 2,967 | 100% | 13,341 | 14,709 | 91% | |
| Other Income | 1,001 | 236 | 424% | 1,352 | 326 | 415% | 804 | 395 | 204% | 978 | 243 | 402% | 4,135 | 1,200 | 345% | 1 |
| Partner Programs | 21,370 | 20,001 | 107% | 21,429 | 20,001 | 107% | 21,397 | 20,001 | 107% | 21,153 | 20,001 | 106% | 85,349 | 80,004 | 107% | |
| Recoveries - Operating (non-members) | | - | | | 5,000 | 0% | 25,160 | 10,000 | 252% | | - | | 25,160 | 15,000 | 168% | 3 |
| Requisitions - Capital | | | | | | | | | | 4,779 | | | 4,779 | - | | |
| Requisitions - Operating | 101,122 | 101,122 | 100% | 105,167 | 105,167 | 100% | 85,279 | 85,279 | 100% | 109,294 | 109,294 | 100% | 400,862 | 400,862 | 100% | |
| Total Income | 171,836 | 167,628 | 103% | 202,831 | 207,384 | 98% | 252,541 | 236,674 | 107% | 189,854 | 170,867 | 111% | 817,063 | 782,553 | 104% | |
| Expenses | | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 3,874 | 5,768 | 67% | 8,003 | 7,953 | 101% | 3,754 | 9,614 | 39% | 3,697 | 5,893 | 63% | 19,328 | 29,228 | 66% | |
| Contracted Services / Professional Fees | 2,143 | 4,849 | 44% | 4,869 | 6,693 | 73% | 4,358 | 8,089 | 54% | 2,199 | 4,961 | 44% | 13,570 | 24,592 | 55% | 4 |
| Fuel Expense | 13,354 | 18,948 | 70% | 16,331 | 26,137 | 62% | 19,366 | 31,583 | 61% | 13,091 | 19,367 | 68% | 62,142 | 96,035 | 65% | 5 |
| General Operating Expenses | 1,985 | 1,774 | 112% | 2,476 | 2,444 | 101% | 2,120 | 2,953 | 72% | 6,811 | 1,809 | 376% | 13,392 | 8,980 | 149% | 6 |
| Infrastructure Maintenance | 236 | 850 | 28% | 1,425 | 1,162 | 123% | 2,214 | 1,396 | 159% | 881 | 867 | 102% | 4,757 | 4,275 | 111% | |
| Insurance Expense | 1,927 | 2,019 | 95% | 1,912 | 2,019 | 95% | 1,912 | 2,019 | 95% | 1,912 | 2,019 | 95% | 7,662 | 8,076 | 95% | |
| Software Fees & Licences | 4,496 | 7,352 | 61% | 4,833 | 7,352 | 66% | 4,621 | 7,356 | 63% | 4,292 | 7,356 | 58% | 18,243 | 29,416 | 62% | 7 |
| Training, Travel & Meals | 440 | 205 | 215% | 398 | 282 | 141% | 141 | 340 | 42% | 224 | 210 | 107% | 1,203 | 1,037 | 116% | |
| Vehicle Expenses | 33,551 | 38,210 | 88% | 33,340 | 48,154 | 69% | 50,492 | 55,688 | 91% | 49,248 | 38,787 | 127% | 166,631 | 180,839 | 92% | 8 |
| Wages & Benefits | 85,590 | 88,496 | 97% | 109,575 | 106,782 | 103% | 122,575 | 120,400 | 102% | 90,591 | 90,461 | 100% | 408,331 | 406,139 | 101% | |
| Total Expenses | 147,597 | 168,471 | 88% | 183,163 | 208,978 | 88% | 211,553 | 239,438 | 88% | 172,946 | 171,730 | 101% | 715,259 | 788,617 | 91% | |
| Surplus / (Deficiency) Prior to Amortization | 24,239 | (843) | | 19,668 | (1,594) | | 40,988 | (2,764) | | 16,909 | (863) | | 101,804 | (6,064) | | 9 |
| Amortization Expense | 20,118 | 9,531 | 211% | 20,118 | 9,534 | 211% | 20,118 | 9,534 | 211% | 23,471 | 11,121 | 211% | 83,825 | 39,720 | 211% | |
| Net Income | 4,121 | (10,374) | | (449) | (11,128) | | 20,870 | (12,298) | | (6,562) | (11,984) | | 17,979 | (45,784) | | |

- 1) Other income consists of warranty revenue.
- 2) Pass sales and farebox revenue are \$13K over budget and \$6K over prior years actuals
- 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 \$34K below budget but is tracking with 2018 expenditures. This has been adjusted for the 2020 operating budget.
- 6) General operating expenses are \$4.8K over budget based on expenditures for smart cards and hotel partner supplies, but is fully offset by a transfer from deferred capital contributions for these expenses.
- 7) 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.
- 8) Vehicle expenses were below budget based on actual expense incurred.
- 9) Total Surplus to be allocated to reserves is proposed as follows:

039

\$101,804

transfer to the BVRTSC/ToB operating reserve (100% of surplus)

| <div> <div>Bow Valley Regional Transit Services Commission</div> <div>Route 3 - Canmore / Banff Regional</div> <div>January - December 2019</div> </div> | | | | | | | | | | | | | | | |
|--|-----------------|-----------------|-------------|-----------------|-----------------|-------------|-----------------|-----------------|-------------|-----------------|-----------------|-------------|------------------|-----------------|-------------|
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | 82,124 | 51,819 | 158% | 75,778 | 55,412 | 137% | 74,050 | 58,150 | 127% | 83,815 | 52,700 | 159% | 315,767 | 218,081 | 145% |
| Farebox Revenue | 92,210 | 100,853 | 91% | 121,294 | 107,844 | 112% | 156,826 | 113,174 | 139% | 111,070 | 102,565 | 108% | 481,401 | 424,436 | 113% |
| Marketing & Advertising Revenue | 2,635 | 2,852 | 92% | 1,533 | 3,049 | 50% | 4,243 | 3,200 | 133% | 3,836 | 2,899 | 132% | 12,247 | 12,000 | 102% |
| Other Income | | | | 569 | | | - | | | | | | 569 | - | |
| Partner Programs | 1,060 | 1,500 | 71% | 564 | 1,500 | 38% | 1,012 | 1,500 | 67% | 764 | 1,500 | 51% | 3,400 | 6,000 | 57% |
| Requisitions - Operating | 61,555 | 61,555 | 100% | 57,134 | 57,134 | 100% | 53,564 | 53,564 | 100% | 62,617 | 62,617 | 100% | 234,870 | 234,870 | 100% |
| Total Income | 239,584 | 218,579 | 110% | 256,872 | 224,939 | 114% | 289,694 | 229,588 | 126% | 262,103 | 222,281 | 118% | 1,048,253 | 895,387 | 117% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 4,598 | 7,657 | 60% | 4,147 | 8,193 | 51% | 4,327 | 8,598 | 50% | 4,563 | 7,792 | 59% | 17,635 | 32,240 | 55% |
| Contracted Services / Professional Fees | 2,601 | 6,456 | 40% | 3,492 | 6,897 | 51% | 3,164 | 7,235 | 44% | 2,193 | 6,557 | 33% | 11,450 | 27,145 | 42% |
| Fuel Expense | 36,028 | 38,020 | 95% | 40,979 | 40,653 | 101% | 36,374 | 42,664 | 85% | 36,414 | 38,663 | 94% | 149,795 | 160,000 | 94% |
| General Operating Expenses | 2,381 | 2,939 | 81% | 2,786 | 3,139 | 89% | 2,229 | 3,297 | 68% | 2,494 | 2,985 | 84% | 9,889 | 12,360 | 80% |
| Infrastructure Maintenance | 211 | 783 | 27% | 50 | 837 | 6% | 774 | 879 | 88% | 771 | 801 | 96% | 1,805 | 3,300 | 55% |
| Insurance Expense | 1,941 | 2,166 | 90% | 1,926 | 2,166 | 89% | 1,926 | 2,166 | 89% | 1,926 | 2,166 | 89% | 7,720 | 8,664 | 89% |
| Software Fees & Licences | 4,574 | 6,428 | 71% | 4,461 | 6,431 | 69% | 4,601 | 6,432 | 72% | 4,520 | 6,432 | 70% | 18,155 | 25,723 | 71% |
| Training, Travel & Meals | 565 | 874 | 65% | 362 | 934 | 39% | 182 | 981 | 19% | 224 | 888 | 25% | 1,332 | 3,677 | 36% |
| Vehicle Expenses | 24,181 | 42,021 | 58% | 19,429 | 44,936 | 43% | 34,239 | 47,157 | 73% | 31,954 | 42,736 | 75% | 109,803 | 176,850 | 62% |
| Wages & Benefits | 108,903 | 111,235 | 98% | 106,608 | 110,753 | 96% | 106,772 | 110,179 | 97% | 116,684 | 113,261 | 103% | 438,966 | 445,428 | 99% |
| Total Expenses | 185,983 | 218,579 | 85% | 184,239 | 224,939 | 82% | 194,587 | 229,588 | 85% | 201,742 | 222,281 | 91% | 766,551 | 895,387 | 86% |
| Surplus / (Deficiency) Prior to Amortization | 53,601 | - | | 72,633 | - | | 95,107 | - | | 60,361 | - | | 281,702 | - | |
| Amortization Expense | 24,898 | 21,561 | 115% | 24,898 | 21,561 | 115% | 24,898 | 21,564 | 115% | 24,898 | 21,564 | 115% | 99,594 | 86,250 | 115% |
| Net Income | 28,702 | (21,561) | | 47,735 | (21,561) | | 70,209 | (21,564) | | 35,463 | (21,564) | | 182,109 | (86,250) | |

1) Pass sales and farebox revenue are up \$155K from budget and up \$104K from prior year. The 2020 amended budget has increased pass/bus sales revenue \$135K 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 \$155K over budget, and vehicle maintenance savings \$67K under budget, and is allocated as follows:

140,851 transfer to the BVRTSC/ToB operating reserve (1/2 of surplus)

140,851 transfer to the BVRTSC/ToC operating reserve (1/2 of surplus)

281,702

| Bow Valley Regional Transit Services Commission | | | | | | | | | | | | | | | |
|---|-----------------|--------|-------------|-----------------|--------|-------------|-----------------|--------|-------------|-----------------|--------|-------------|---------|--------|-------------|
| Route 4 - Cave & Basin | | | | | | | | | | | | | | | |
| January - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | - | | | 11 | | | 64 | | | | | | 76 | - | |
| Farebox Revenue | - | - | | 3,361 | 3,252 | 103% | 10,467 | 8,351 | 125% | (13) | - | | 13,815 | 11,603 | 119% |
| Marketing & Advertising Revenue | | | | | | | 352 | | | | | | 352 | - | |
| Recoveries - Operating (non-members) | | - | | 24,221 | 20,905 | 116% | 72,529 | 53,009 | 137% | 7,111 | - | | 103,861 | 73,914 | 141% |
| Total Income | - | - | | 27,594 | 24,157 | 114% | 83,412 | 61,360 | 136% | 7,098 | - | | 118,104 | 85,517 | 138% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | | - | | 1,182 | 841 | 141% | 1,432 | 2,159 | 66% | 149 | - | | 2,763 | 3,000 | 92% |
| 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 | | | 8 | | | 407 | - | |
| Infrastructure Maintenance | | | | 12 | | | | | | | | | 12 | - | |
| Insurance Expense | - | - | | 755 | 714 | 106% | 1,258 | 1,190 | 106% | - | - | | 2,013 | 1,904 | 106% |
| Software Fees & Licences | | - | | 1,271 | 562 | 226% | 2,572 | 1,438 | 179% | - | - | | 3,843 | 2,000 | 192% |
| Training, Travel & Meals | | | | 66 | | | 46 | | | - | | | 112 | - | |
| Vehicle Expenses | - | - | | 7,473 | 4,575 | 163% | 14,836 | 11,740 | 126% | 2,289 | - | | 24,597 | 16,315 | 151% |
| Wages & Benefits | 3,327 | - | | 20,547 | 14,690 | 140% | 36,572 | 37,704 | 97% | 299 | - | | 60,745 | 52,394 | 116% |
| Total Expenses | 3,496 | - | | 33,455 | 22,676 | 148% | 60,460 | 57,557 | 105% | 2,744 | - | | 100,155 | 80,233 | 125% |
| Surplus / (Deficiency) Prior to Amortization | (3,496) | - | | (5,860) | 1,481 | | 22,952 | 3,803 | | 4,353 | - | | 17,948 | 5,284 | |
| Amortization Expense | | | | 7,179 | | | 10,769 | | | - | | | 17,948 | - | |
| Net Income | (3,496) | - | | (13,040) | 1,481 | | 12,183 | 3,803 | | 4,353 | - | | (0) | 5,284 | |

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 and amortization expense 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 \$18K 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 - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | 8,902 | 8,667 | 103% | 869 | 8,722 | 10% | (1,099) | 8,830 | -12% | (4,737) | 8,781 | -54% | 3,935 | 35,000 | 11% |
| Farebox Revenue | 15,558 | 16,099 | 97% | 8,109 | 16,197 | 50% | (21) | 16,398 | 0% | (1,722) | 16,306 | -11% | 21,924 | 65,000 | 34% |
| Marketing & Advertising Revenue | 2,430 | 2,723 | 89% | 1,954 | 2,741 | 71% | 3,297 | 2,776 | 119% | 2,284 | 2,760 | 83% | 9,965 | 11,000 | 91% |
| Other Income | | | | 7,190 | | | 30 | | | | | | 7,220 | - | |
| Requisitions - Operating | 148,589 | 148,589 | 100% | 143,257 | 143,257 | 100% | 139,947 | 139,947 | 100% | 150,575 | 150,575 | 100% | 582,368 | 582,368 | 100% |
| Total Income | 175,480 | 176,078 | 100% | 161,378 | 170,917 | 94% | 142,155 | 167,951 | 85% | 146,400 | 178,422 | 82% | 625,413 | 693,368 | 90% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 3,100 | 5,386 | 58% | 5,602 | 5,420 | 103% | 1,762 | 5,490 | 32% | 4,548 | 5,457 | 83% | 15,011 | 21,753 | 69% |
| Contracted Services / Professional Fees | 2,379 | 4,507 | 53% | 2,060 | 4,536 | 45% | 1,746 | 4,596 | 38% | 2,648 | 4,570 | 58% | 8,832 | 18,209 | 49% |
| Fuel Expense | 20,571 | 19,811 | 104% | 17,988 | 19,935 | 90% | 18,137 | 20,183 | 90% | 22,319 | 20,071 | 111% | 79,015 | 80,000 | 99% |
| General Operating Expenses | 921 | 1,870 | 49% | 1,181 | 1,876 | 63% | 527 | 1,899 | 28% | 851 | 1,885 | 45% | 3,479 | 7,530 | 46% |
| Infrastructure Maintenance | 174 | 1,820 | 10% | 7,500 | 1,831 | 410% | 340 | 1,855 | 18% | 1,406 | 1,844 | 76% | 9,420 | 7,350 | 128% |
| Insurance Expense | 2,024 | 1,956 | 103% | 2,009 | 1,956 | 103% | 2,009 | 1,956 | 103% | 2,009 | 1,956 | 103% | 8,049 | 7,824 | 103% |
| Software Fees & Licences | 4,280 | 5,981 | 72% | 4,002 | 5,985 | 67% | 3,702 | 5,985 | 62% | 3,541 | 5,985 | 59% | 15,525 | 23,936 | 65% |
| Training, Travel & Meals | 565 | 666 | 85% | 337 | 671 | 50% | 96 | 679 | 14% | 224 | 673 | 33% | 1,222 | 2,689 | 45% |
| Vehicle Expenses | 27,055 | 28,017 | 97% | 33,188 | 28,195 | 118% | 41,285 | 28,544 | 145% | 42,696 | 28,386 | 150% | 144,225 | 113,142 | 127% |
| Wages & Benefits | 101,981 | 106,064 | 96% | 98,052 | 100,512 | 98% | 93,487 | 96,764 | 97% | 113,863 | 107,595 | 106% | 407,383 | 410,935 | 99% |
| Total Expenses | 163,050 | 176,078 | 93% | 171,918 | 170,917 | 101% | 163,091 | 167,951 | 97% | 194,105 | 178,422 | 109% | 692,163 | 693,368 | 100% |
| Surplus / (Deficiency) Prior to Amortization | 12,430 | - | | (10,540) | - | | (20,935) | - | | (47,705) | - | | (66,751) | - | |
| Amortization Expense | 27,697 | 23,653 | 117% | 27,697 | 23,655 | 117% | 27,697 | 23,655 | 117% | 27,697 | 23,655 | 117% | 110,787 | 94,618 | 117% |
| Net Income | (15,267) | (23,653) | | (38,237) | (23,655) | | (48,632) | (23,655) | | (75,401) | (23,655) | | (177,537) | (94,618) | |

- 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.
- 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.
- 9) Total deficit to be allocated to reserves is proposed as follows:

(66,751) transfer from the BVRTSC/ToC operating reserve (100% of deficit)

| Bow Valley Regional Transit Services Commission | | | | | | | | | | | | | | | |
|---|-----------------|--------|-------------|-----------------|--------|-------------|-----------------|---------|-------------|-----------------|--------|-------------|---------|---------|-------------|
| Route 6 - Lake Minnewanka | | | | | | | | | | | | | | | |
| January - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | - | | | 62 | | | 244 | | | | | | 307 | - | |
| Farebox Revenue | - | - | | 13,586 | 13,934 | 98% | 26,285 | 24,386 | 108% | (72) | - | | 39,800 | 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% | 14,638 | - | | 256,446 | 200,504 | 128% |
| Total Income | - | - | | 79,793 | 87,216 | 91% | 204,466 | 151,608 | 135% | 14,567 | - | | 298,826 | 238,824 | 125% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | | - | | 2,711 | 2,291 | 118% | 1,755 | 4,009 | 44% | 275 | - | | 4,741 | 6,300 | 75% |
| 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% | 19 | - | | 1,024 | 1,925 | 53% |
| 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 | | - | | 2,469 | 3,604 | 69% | 4,411 | 5,406 | 82% | - | - | | 6,879 | 9,010 | 76% |
| 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% | 9,962 | - | | 25,267 | 41,479 | 61% |
| Wages & Benefits | 9,204 | - | | 69,457 | 48,425 | 143% | 91,981 | 84,749 | 109% | 841 | - | | 171,483 | 133,174 | 129% |
| Total Expenses | 9,672 | - | | 95,076 | 87,216 | 109% | 135,101 | 151,608 | 89% | 11,097 | - | | 250,947 | 238,824 | 105% |
| Surplus / (Deficiency) Prior to Amortization | (9,672) | - | | (15,283) | - | | 69,365 | - | | 3,470 | - | | 47,880 | - | |
| Amortization Expense | | | | 19,152 | | | 28,728 | | | - | | | 47,880 | - | |
| Net Income | (9,672) | - | | (34,435) | - | | 40,637 | - | | 3,470 | - | | 0 | - | |

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 and amortization to support these routes being moved out of the administration class and into each of the routes as incurred.

2) Other Income consists of warranty reimbursements received.

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

4) Surplus of \$48K 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 - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | - | | | - | | | 8 | | | | | | 8 | - | |
| Farebox Revenue | 3,149 | 3,373 | 93% | 2,413 | 3,413 | 71% | 3,001 | 3,451 | 87% | 2,230 | 3,451 | 65% | 10,793 | 13,688 | 79% |
| Marketing & Advertising Revenue | | | | 187 | | | 280 | | | 280 | | | 747 | - | |
| Other Income | | | | | | | | | | 25 | | | 25 | - | |
| Recoveries - Operating (non-members) | 53,478 | 51,917 | 103% | 48,146 | 52,470 | 92% | 55,549 | 53,028 | 105% | 55,407 | 53,028 | 104% | 212,578 | 210,443 | 101% |
| Total Income | 56,626 | 55,290 | 102% | 50,745 | 55,883 | 91% | 58,838 | 56,479 | 104% | 57,942 | 56,479 | 103% | 224,151 | 224,131 | 100% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 713 | 1,259 | 57% | 924 | 1,271 | 73% | 824 | 1,285 | 64% | 1,531 | 1,285 | 119% | 3,992 | 5,100 | 78% |
| Contracted Services / Professional Fees | 308 | 1,632 | 19% | 396 | 1,652 | 24% | 198 | 1,669 | 12% | 147 | 1,669 | 9% | 1,049 | 6,622 | 16% |
| Fuel Expense | 3,675 | 7,545 | 49% | 3,977 | 7,632 | 52% | 2,694 | 7,716 | 35% | 3,198 | 7,716 | 41% | 13,544 | 30,609 | 44% |
| General Operating Expenses | 175 | 432 | 41% | 224 | 432 | 52% | 174 | 435 | 40% | 167 | 435 | 38% | 741 | 1,734 | 43% |
| Infrastructure Maintenance | | 249 | 0% | 12 | 255 | 5% | | 258 | 0% | | 258 | 0% | 12 | 1,020 | 1% |
| Insurance Expense | 459 | 765 | 60% | 459 | 765 | 60% | 459 | 765 | 60% | 459 | 765 | 60% | 1,835 | 3,060 | 60% |
| Software Fees & Licences | 1,406 | 1,197 | 117% | 1,360 | 1,197 | 114% | 1,203 | 1,200 | 100% | 1,067 | 1,200 | 89% | 5,035 | 4,794 | 105% |
| Training, Travel & Meals | | 254 | 0% | 42 | 254 | 17% | 27 | 256 | 11% | - | 256 | 0% | 69 | 1,020 | 7% |
| Vehicle Expenses | 14,422 | 11,315 | 127% | 8,078 | 11,443 | 71% | 14,621 | 11,571 | 126% | 5,551 | 11,571 | 48% | 42,672 | 45,900 | 93% |
| Wages & Benefits | 31,499 | 28,955 | 109% | 31,305 | 29,275 | 107% | 34,668 | 29,599 | 117% | 41,852 | 29,599 | 141% | 139,324 | 117,428 | 119% |
| Total Expenses | 52,657 | 53,603 | 98% | 46,776 | 54,176 | 86% | 54,869 | 54,754 | 100% | 53,973 | 54,754 | 99% | 208,274 | 217,287 | 96% |
| Surplus / (Deficiency) Prior to Amortization | 3,969 | 1,687 | | 3,969 | 1,707 | | 3,969 | 1,725 | | 3,969 | 1,725 | | 15,878 | 6,844 | |
| Amortization Expense | 3,969 | | | 3,969 | | | 3,969 | | | 3,969 | | | 15,878 | - | |
| Net Income | - | 1,687 | | - | 1,707 | | (0) | 1,725 | | - | 1,725 | | (0) | 6,844 | |

1) Recoveries - operating non-members is \$2K over budget due to a reallocation of contribution from admin to Route 7 to fully offset expenses due to lower than anticipated farebox revenue.

2) Wages and benefits are greater than budget due to under budgeting of driver wages. This is mostly 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.

3) Surplus of \$16K 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 - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | 13,715 | | | 9,827 | | | 331 | | | 30,298 | | | 54,171 | - | |
| Farebox Revenue | 63,843 | 19,881 | 321% | 27,664 | 10,382 | 266% | 9,173 | 3,314 | 277% | 91,099 | 20,323 | 448% | 191,779 | 53,900 | 356% |
| Marketing & Advertising Revenue | 360 | | | 335 | | | 150 | | | 1,083 | | | 1,928 | - | |
| Other Income | | | | | | | | | | 495 | | | 495 | - | |
| Requisitions - Operating | 96,932 | 96,932 | 100% | 50,476 | 50,476 | 100% | 16,737 | 16,737 | 100% | 95,039 | 95,039 | 100% | 259,184 | 259,184 | 100% |
| Total Income | 174,850 | 116,813 | 150% | 88,303 | 60,858 | 145% | 26,392 | 20,051 | 132% | 218,014 | 115,362 | 189% | 507,558 | 313,084 | 162% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 2,472 | 3,701 | 67% | 593 | 1,791 | 33% | - | 492 | 0% | 2,424 | 3,016 | 80% | 5,488 | 9,000 | 61% |
| Contracted Services / Professional Fees | 1,101 | 3,847 | 29% | 434 | 2,013 | 22% | 73 | 641 | 11% | 1,162 | 3,939 | 29% | 2,770 | 10,440 | 27% |
| Fuel Expense | 20,434 | 21,502 | 95% | 10,487 | 11,228 | 93% | 2,149 | 3,584 | 60% | 26,483 | 21,979 | 120% | 59,552 | 58,293 | 102% |
| General Operating Expenses | 686 | 1,188 | 58% | 674 | 622 | 108% | 56 | 198 | 28% | 1,051 | 1,217 | 86% | 2,466 | 3,225 | 76% |
| Infrastructure Maintenance | 95 | 1,139 | 8% | 12 | 595 | 2% | | 190 | 0% | | 1,166 | 0% | 107 | 3,090 | 3% |
| Insurance Expense | 636 | 1,500 | 42% | 314 | 750 | 42% | 105 | 250 | 42% | 627 | 1,500 | 42% | 1,681 | 4,000 | 42% |
| Software Fees & Licences | 1,564 | 1,406 | 111% | 874 | 1,412 | 62% | 147 | 1,416 | 10% | 2,313 | 1,416 | 163% | 4,899 | 5,650 | 87% |
| Training, Travel & Meals | 829 | 382 | 217% | 117 | 198 | 59% | 3 | 64 | 5% | 131 | 386 | 34% | 1,081 | 1,030 | 105% |
| Vehicle Expenses | 13,999 | 24,060 | 58% | 2,473 | 12,566 | 20% | 54 | 4,010 | 1% | 31,775 | 24,593 | 129% | 48,300 | 65,229 | 74% |
| Wages & Benefits | 53,956 | 58,088 | 93% | 30,214 | 29,683 | 102% | 6,384 | 9,206 | 69% | 84,215 | 56,150 | 150% | 174,768 | 153,127 | 114% |
| Total Expenses | 95,771 | 116,813 | 82% | 46,192 | 60,858 | 76% | 8,971 | 20,051 | 45% | 150,180 | 115,362 | 130% | 301,113 | 313,084 | 96% |
| Surplus / (Deficiency) Prior to Amortization | 79,079 | - | | 42,111 | - | | 17,420 | - | | 67,834 | - | | 206,444 | - | |
| Amortization Expense | 6,706 | 11,321 | 59% | 2,235 | 11,319 | 20% | | 11,319 | 0% | 23,208 | 11,319 | 205% | 32,150 | 45,278 | 71% |
| Net Income | 72,373 | (11,321) | | 39,876 | (11,319) | | 17,420 | (11,319) | | 44,626 | (11,319) | | 174,294 | (45,278) | |

- 1) Farebox Revenue and pass sales of \$246K are very strong compared to budgeted amount of \$54K and contribute to \$192K of the \$216K 2019 surplus for Route 8.
- 2) Contracted Services are below budget based on actual contracted services used to date.
- 3) Insurance expense is below budget due to insurance on new buses only being taken out for a partial year as new buses arrived during 2019.
- 4) 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.
- 5) Wages and Benefits are over budget due to an error in budgeting Admin and non-driver operations wages. This is adjusted for in the 2020 operating budget.
- 6) Total Surplus to be allocated to reserves is proposed as follows:

206,444 transfer to the BVRTSC/ID#9 operating reserve (100% of surplus)

| Bow Valley Regional Transit Services Commission | | | | | | | | | | | | | | | |
|---|-----------------|--------|-------------|-----------------|----------|-------------|-----------------|----------|-------------|-----------------|--------|-------------|---------|----------|-------------|
| Route 8S - Lake Louise / Banff Regional Summer Scenic | | | | | | | | | | | | | | | |
| January - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | | | | 534 | | | 4,150 | | | - | | | 4,684 | - | |
| Farebox Revenue | | - | | 2,917 | 24,200 | 12% | 30,240 | 42,350 | 71% | (48) | - | | 33,110 | 66,550 | 50% |
| Marketing & Advertising Revenue | | | | 152 | | | 776 | | | - | | | 928 | - | |
| Other Income | | | | 193 | | | 55 | | | 3,713 | | | 3,960 | - | |
| Recoveries - Operating (non-members) | 4,393 | 151 | 2910% | 19,843 | 9,089 | 218% | 33,160 | 12,453 | 266% | 5,450 | - | | 62,846 | 21,693 | 290% |
| Requisitions - Operating | | 474 | 0% | | 28,499 | 0% | | 39,048 | 0% | 6,943 | - | | 6,943 | 68,021 | 10% |
| Total Income | 4,393 | 625 | 703% | 23,639 | 61,788 | 38% | 68,381 | 93,851 | 73% | 16,058 | - | | 112,471 | 156,264 | 72% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 625 | 625 | 100% | 938 | 1,738 | 54% | 761 | 2,499 | 30% | 36 | - | | 2,360 | 4,862 | 49% |
| 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% |
| General Operating Expenses | | - | | 54 | 1,085 | 5% | 204 | 1,907 | 11% | 3 | - | | 260 | 2,992 | 9% |
| 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% |
| Software Fees & Licences | 1,250 | - | | 875 | 2,004 | 44% | 2,544 | 3,008 | 85% | - | - | | 4,669 | 5,012 | 93% |
| Training, Travel & Meals | | - | | 30 | 101 | 30% | 18 | 179 | 10% | - | - | | 48 | 280 | 17% |
| Vehicle Expenses | | - | | 3,777 | 14,464 | 26% | 3,162 | 25,313 | 12% | 4,020 | - | | 10,959 | 39,777 | 28% |
| Wages & Benefits | 2,396 | - | | 9,105 | 30,994 | 29% | 32,726 | 41,149 | 80% | 225 | - | | 44,452 | 72,143 | 62% |
| Total Expenses | 4,393 | 625 | 703% | 17,966 | 61,788 | 29% | 49,397 | 93,851 | 53% | 4,284 | - | | 76,041 | 156,264 | 49% |
| Surplus / (Deficiency) Prior to Amortization | - | - | | 5,673 | - | | 18,984 | - | | 11,773 | - | | 36,430 | - | |
| Amortization Expense | | - | | 14,572 | 20,000 | 73% | 21,858 | 30,000 | 73% | | - | | 36,430 | 50,000 | 73% |
| Net Income | - | - | | (8,899) | (20,000) | | (2,874) | (30,000) | | 11,773 | - | | 0 | (50,000) | |

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 \$36K 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 - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | | | | 24,411 | | | 58,443 | | | 105 | | | 82,959 | - | |
| Farebox Revenue | | - | | 97,982 | 101,640 | 96% | 303,789 | 177,870 | 171% | (1,764) | - | | 400,007 | 279,510 | 143% |
| Interest Revenue | 417 | | | | | | | | | | | | 417 | - | |
| Marketing & Advertising Revenue | | | | 295 | | | 695 | | | | | | 990 | - | |
| Recoveries - Operating (non-members) | 43,488 | 584 | 7447% | 50,800 | 24,424 | 208% | (56,702) | 33,030 | -172% | 32,586 | - | | 70,173 | 58,038 | 121% |
| Requisitions - Operating | - | 2,275 | 0% | | 95,138 | 0% | | 128,667 | 0% | 187,157 | - | | 187,157 | 226,080 | 83% |
| Total Income | 43,905 | 2,859 | 1536% | 173,488 | 221,202 | 78% | 306,225 | 339,567 | 90% | 218,084 | - | | 741,703 | 563,628 | 132% |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 3,809 | 2,859 | 133% | 8,232 | 5,205 | 158% | 2,773 | 8,529 | 33% | 705 | - | | 15,519 | 16,593 | 94% |
| 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% | 29 | - | | 2,821 | 10,211 | 28% |
| 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% |
| Software Fees & Licences | 5,000 | - | | 2,413 | 6,843 | 35% | 6,504 | 10,260 | 63% | - | - | | 13,917 | 17,103 | 81% |
| 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% | 5,400 | - | | 45,353 | 141,760 | 32% |
| Wages & Benefits | 24,583 | - | | 111,114 | 112,765 | 99% | 153,224 | 152,661 | 100% | 1,569 | - | | 290,490 | 265,426 | 109% |
| Total Expenses | 39,286 | 2,859 | 1374% | 171,650 | 221,202 | 78% | 243,089 | 339,567 | 72% | 7,703 | - | | 461,728 | 563,628 | 82% |
| Surplus / (Deficiency) Prior to Amortization | 4,619 | - | | 1,838 | - | | 63,136 | - | | 210,381 | - | | 279,975 | - | |
| Amortization Expense | | - | | 40,228 | 54,332 | 74% | 60,342 | 81,501 | 74% | | - | | 100,570 | 135,833 | 74% |
| Net Income | 4,619 | - | | (38,390) | (54,332) | | 2,794 | (81,501) | | 210,381 | - | | 179,405 | (135,833) | |

1) Pass Sales and Farebox Revenue exceeded budget by \$204K 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, as well as moving actual costs and corresponding revenues out of administration.

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

4) 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.

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

6) Surplus of \$280K is not a true surplus, as it represents a surplus on the ID#9 payment as well as payments 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. Total surplus is allocated as follows:

| | |
|---------|---|
| 100,570 | transfer to Capital reserve for future replacement of Route 8X vehicles |
| 179,405 | transfer to the BVRTSC/ID#9 operating reserve, surplus from ID#9 requisition for Route 8X, Route 8S & Route 9 |
| 279,975 | |

047

| Bow Valley Regional Transit Services Commission | | | | | | | | | | | | | | |
|---|-----------------|------------|-------------|-----------------|-----------------|-------------|-----------------|-----------------|-------------|-----------------|----------|-------------|----------------|-----------------|
| Route 9 - Johnson Canyon | | | | | | | | | | | | | | |
| January - December 2019 | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget |
| Income | | | | | | | | | | | | | | |
| Bus Pass Sales | | | | 525 | | | 4,289 | | | (4) | | | 4,811 | - |
| Farebox Revenue | | - | | 4,059 | 36,960 | 11% | 31,823 | 64,680 | 49% | (6) | - | | 35,875 | 101,640 |
| Marketing & Advertising Revenue | | | | 152 | | | 836 | | | - | | | 988 | - |
| Other Income | | | | 193 | | | 55 | | | 4,776 | | | 5,023 | - |
| Recoveries - Operating (non-members) | 4,678 | 108 | 4332% | 18,421 | 3,854 | 478% | 39,480 | 4,270 | 925% | 3,970 | - | | 66,550 | 8,232 |
| Requisitions - Operating | | 475 | 0% | | 16,948 | 0% | | 18,776 | 0% | 7,352 | - | | 7,352 | 36,199 |
| Total Income | 4,678 | 583 | 802% | 23,350 | 57,762 | 40% | 76,483 | 87,726 | 87% | 16,088 | - | | 120,599 | 146,071 |
| Expenses | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | 583 | 583 | 100% | 772 | 1,625 | 48% | 1,262 | 2,337 | 54% | 36 | - | | 2,653 | 4,545 |
| Contracted Services / Professional Fees | 138 | - | | 349 | 1,165 | 30% | 615 | 2,041 | 30% | - | - | | 1,103 | 3,206 |
| Fuel Expense | | - | | 1,001 | 7,468 | 13% | 9,146 | 13,070 | 70% | - | - | | 10,147 | 20,538 |
| General Operating Expenses | | - | | 56 | 1,017 | 6% | 224 | 1,780 | 13% | 3 | - | | 284 | 2,797 |
| Infrastructure Maintenance | | - | | | 191 | 0% | 510 | 333 | 153% | | - | | 510 | 524 |
| Insurance Expense | - | - | | 1,191 | 1,835 | 65% | 1,984 | 3,059 | 65% | - | - | | 3,175 | 4,894 |
| Software Fees & Licences | 1,250 | - | | 875 | 1,874 | 47% | 2,544 | 2,811 | 91% | - | - | | 4,669 | 4,685 |
| Training, Travel & Meals | | - | | 30 | 95 | 31% | 18 | 167 | 11% | - | - | | 48 | 262 |
| Vehicle Expenses | | - | | 3,868 | 13,520 | 29% | 3,162 | 23,663 | 13% | 4,027 | - | | 11,058 | 37,183 |
| Wages & Benefits | 2,707 | - | | 9,914 | 28,972 | 34% | 37,653 | 38,465 | 98% | 249 | - | | 50,523 | 67,437 |
| Total Expenses | 4,678 | 583 | 802% | 18,057 | 57,762 | 31% | 57,120 | 87,726 | 65% | 4,315 | - | | 84,169 | 146,071 |
| Surplus / (Deficiency) Prior to Amortization | - | - | | 5,294 | - | | 19,363 | - | | 11,773 | - | | 36,430 | - |
| Amortization Expense | | - | | 14,572 | 20,000 | 73% | 21,858 | 30,000 | 73% | | - | | 36,430 | 50,000 |
| Net Income | - | - | | (9,278) | (20,000) | | (2,495) | (30,000) | | 11,773 | - | | - | (50,000) |

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

4) 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.

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

6) Surplus of \$36K 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 - December 2019 | | | | | | | | | | | | | | | |
| | Jan - Mar, 2019 | | | Apr - Jun, 2019 | | | Jul - Sep, 2019 | | | Oct - Dec, 2019 | | | Total | | |
| | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget | Actual | Budget | % of Budget |
| Income | | | | | | | | | | | | | | | |
| Bus Pass Sales | | | | | | | 812 | | | 1,731 | | | 2,543 | - | |
| Farebox Revenue | | | | | | | 8,949 | | | 11,786 | | | 20,735 | - | |
| Recoveries - Operating (non-members) | 1,545 | | | | | | 11,055 | | | 14,175 | | | 26,775 | - | |
| Requisitions - Operating | | | | | | | | | | 2,958 | | | 2,958 | - | |
| Total Income | 1,545 | - | | - | - | | 20,816 | - | | 30,650 | - | | 53,011 | - | |
| Expenses | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | | | | | | | 181 | | | 500 | | | 681 | - | |
| Contracted Services / Professional Fees | | | | | | | 65 | | | 125 | | | 191 | - | |
| Fuel Expense | | | | | | | 2,507 | | | 5,564 | | | 8,071 | - | |
| General Operating Expenses | | | | | | | 36 | | | 76 | | | 113 | - | |
| Infrastructure Maintenance | | | | | | | 276 | | | | | | 276 | - | |
| Software Fees & Licences | | | | - | | | 17 | | | 200 | | | 216 | - | |
| Training, Travel & Meals | | | | | | | 1 | | | 11 | | | 13 | - | |
| Vehicle Expenses | | | | | | | 3,518 | | | 5,579 | | | 9,097 | - | |
| Wages & Benefits | 1,545 | | | 2,624 | | | 11,592 | | | 18,593 | | | 34,354 | - | |
| Total Expenses | 1,545 | - | | 2,624 | - | | 18,193 | - | | 30,648 | - | | 53,011 | - | |
| Surplus / (Deficiency) Prior to Amortization | - | - | | (2,624) | - | | 2,622 | - | | 1 | - | | (0) | - | |
| Amortization Expense | | | | | | | | | | | | | | | |
| Net Income | - | - | | (2,624) | - | | 2,622 | - | | 1 | - | | (0) | - | |

| Bow Valley Regional Transit Services Commission - 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 | 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 | TCA & Grant Income | TOTAL | | | | | | | | | | | | | | | | | |
| Income | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bus Pass Sales | \$ | - | | \$ | 47,026.74 | \$ | 46,894.27 | \$ | 315,766.80 | \$ | 75.69 | \$ | 3,935.44 | \$ | 306.65 | \$ | 8.02 | \$ | 54,171.26 | \$ | 4,684.27 | \$ | 82,959.26 | \$ | 4,811.16 | \$ | 2,543.37 | | \$ | 563,182.93 | | | | |
| Farebox Revenue | \$ | - | | \$ | 237,184.02 | \$ | 236,543.37 | \$ | 481,400.54 | \$ | 13,815.04 | \$ | 21,924.34 | \$ | 39,799.72 | \$ | 10,793.00 | \$ | 191,779.19 | \$ | 33,109.64 | \$ | 400,007.19 | \$ | 35,875.45 | \$ | 20,734.78 | | \$ | 1,722,966.28 | | | | |
| Grant Revenue | | | | | | | | | | | | | | | | | | | | | | | | | | | | \$ | 3,673,469.69 | \$ | 3,673,469.69 | | | |
| Interest Revenue | \$ | 18,109.30 | | | | | | | | | | | | \$ | 416.68 | | | | | | | | | | | | | | \$ | 18,525.98 | | | | |
| Marketing & Advertising Revenue | | | | \$ | 14,987.30 | \$ | 13,340.55 | \$ | 12,247.24 | \$ | 352.23 | \$ | 9,965.00 | \$ | 600.00 | \$ | 747.08 | \$ | 1,928.08 | \$ | 928.20 | \$ | 989.94 | \$ | 988.20 | | | | \$ | 57,073.82 | | | | |
| Other Income | \$ | 810.10 | | \$ | 3,810.00 | \$ | 4,135.00 | \$ | 568.70 | | | \$ | 7,220.00 | \$ | 1,673.89 | \$ | 25.00 | \$ | 495.00 | \$ | 3,960.09 | | | \$ | 5,023.01 | | | | \$ | 27,720.79 | | | | |
| Partner Programs | | | | \$ | 340,782.15 | \$ | 85,349.15 | \$ | 3,400.00 | | | | | | | | | | | | | | | | | | | | \$ | 429,531.30 | | | | |
| Recoveries - Capital (non-members) | | | | | | | | | | | | | | | | | | | | | | | | | | | | \$ | 1,500,000.00 | \$ | 1,500,000.00 | | | |
| Recoveries - Operating (non-members) | \$ | 9,523.41 | \$ | 50,847.59 | | | \$ | 25,160.00 | | \$ | 103,860.72 | | | \$ | 256,445.95 | \$ | 212,578.39 | | \$ | 62,845.96 | \$ | 70,172.55 | \$ | 66,549.62 | \$ | 26,774.59 | | | \$ | 884,758.78 | | | | |
| Requisitions - Capital | \$ | 2,109.96 | | \$ | 4,778.51 | \$ | 4,778.50 | | | | | | | | | | | | | | | | | | | | | \$ | 443,568.80 | \$ | 455,235.77 | | | |
| Requisitions - Operating | \$ | 394,557.00 | \$ | 59,690.65 | \$ | 43,250.00 | \$ | 256,984.00 | \$ | 400,862.00 | \$ | 234,870.00 | | \$ | 582,368.00 | | | \$ | 259,184.00 | \$ | 6,942.79 | \$ | 187,157.05 | \$ | 7,351.94 | \$ | 2,957.87 | | \$ | 2,436,175.30 | | | | |
| Total Income | \$ | 425,109.77 | \$ | 110,538.24 | \$ | 43,250.00 | \$ | 905,552.72 | \$ | 817,062.84 | \$ | 1,048,253.28 | \$ | 118,103.68 | \$ | 625,412.78 | \$ | 298,826.21 | \$ | 224,151.49 | \$ | 507,557.53 | \$ | 112,470.95 | \$ | 741,702.67 | \$ | 120,599.38 | \$ | 53,010.61 | \$ | 5,617,038.49 | \$ | 11,768,640.64 |
| Expenses | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Advertising & Marketing Expenses | \$ | 4,098.99 | | \$ | 21,429.86 | \$ | 19,327.85 | \$ | 17,635.18 | \$ | 2,763.38 | \$ | 15,011.12 | \$ | 4,741.09 | \$ | 3,992.45 | \$ | 5,488.37 | \$ | 2,359.69 | \$ | 15,519.10 | \$ | 2,653.38 | \$ | 680.64 | | \$ | 115,701.10 | | | | |
| Contracted Services / Professional Fees | \$ | 32,823.49 | \$ | 103,038.24 | \$ | 11,000.00 | \$ | 16,691.36 | \$ | 13,569.92 | \$ | 11,449.57 | \$ | 1,020.78 | \$ | 8,832.19 | \$ | 2,745.54 | \$ | 1,049.18 | \$ | 2,770.18 | \$ | 1,325.06 | \$ | 4,621.35 | \$ | 1,102.55 | \$ | 190.62 | | \$ | 212,230.03 | |
| Fuel Expense | \$ | - | | \$ | 85,745.04 | \$ | 62,141.51 | \$ | 149,794.87 | \$ | 4,642.01 | \$ | 79,015.48 | \$ | 32,973.48 | \$ | 13,543.88 | \$ | 59,552.46 | \$ | 8,102.36 | \$ | 80,508.55 | \$ | 10,147.26 | \$ | 8,070.85 | | \$ | 594,237.75 | | | | |
| General Operating Expenses | \$ | 47,515.40 | | \$ | 13,857.87 | \$ | 13,392.26 | \$ | 9,888.86 | \$ | 406.60 | \$ | 3,479.34 | \$ | 1,024.44 | \$ | 740.76 | \$ | 2,465.83 | \$ | 260.46 | \$ | 2,820.62 | \$ | 283.50 | \$ | 112.79 | | \$ | 96,248.73 | | | | |
| Infrastructure Maintenance | | | | \$ | 4,506.84 | \$ | 4,756.80 | \$ | 1,805.33 | \$ | 12.34 | \$ | 9,420.33 | \$ | 732.34 | \$ | 12.34 | \$ | 107.27 | \$ | 714.00 | \$ | 1,296.00 | \$ | 510.00 | \$ | 276.00 | | \$ | 24,149.59 | | | | |
| Insurance Expense | \$ | 5,038.75 | | \$ | 10,196.49 | \$ | 7,662.09 | \$ | 7,719.82 | \$ | 2,012.92 | \$ | 8,049.35 | \$ | 4,839.00 | \$ | 1,835.25 | \$ | 1,680.89 | \$ | 3,150.97 | \$ | 6,512.59 | \$ | 3,174.86 | | | | \$ | 61,872.98 | | | | |
| Software Fees & Licences | \$ | 7,808.63 | | \$ | 20,286.56 | \$ | 18,243.08 | \$ | 18,155.21 | \$ | 3,843.12 | \$ | 15,525.30 | \$ | 6,879.41 | \$ | 5,035.16 | \$ | 4,898.93 | \$ | 4,669.24 | \$ | 13,916.87 | \$ | 4,669.23 | \$ | 216.20 | | \$ | 124,146.94 | | | | |
| Training, Travel & Meals | \$ | 27,380.28 | | \$ | 1,366.32 | \$ | 1,203.14 | \$ | 1,332.26 | \$ | 111.97 | \$ | 1,221.68 | \$ | 261.03 | \$ | 69.37 | \$ | 1,080.97 | \$ | 48.09 | \$ | 690.16 | \$ | 48.09 | \$ | 12.57 | | \$ | 34,825.93 | | | | |
| Vehicle Expenses | \$ | 3,357.45 | | \$ | 184,420.80 | \$ | 166,631.18 | \$ | 109,803.37 | \$ | 24,596.82 | \$ | 144,225.34 | \$ | 25,266.96 | \$ | 42,671.88 | \$ | 48,300.15 | \$ | 10,958.73 | \$ | 45,352.57 | \$ | 11,057.68 | \$ | 9,097.05 | | \$ | 825,739.98 | | | | |
| Wages & Benefits | \$ | 238,120.57 | \$ | 7,500.00 | | \$ | 478,430.80 | \$ | 408,331.19 | \$ | 438,966.36 | \$ | 60,745.39 | \$ | 407,383.27 | \$ | 171,483.22 | \$ | 139,323.66 | \$ | 174,768.44 | \$ | 44,452.35 | \$ | 290,490.35 | \$ | 50,522.83 | \$ | 34,353.89 | | \$ | 2,944,872.32 | | |
| Total Expenses | \$ | 366,143.56 | \$ | 110,538.24 | \$ | 11,000.00 | \$ | 836,931.94 | \$ | 715,259.02 | \$ | 766,550.83 | \$ | 100,155.33 | \$ | 692,163.40 | \$ | 250,946.51 | \$ | 208,273.93 | \$ | 301,113.49 | \$ | 76,040.95 | \$ | 461,728.16 | \$ | 84,169.38 | \$ | 53,010.61 | \$ | - | \$ | 5,034,025.35 |
| Surplus / (Deficit) Prior to Amortization | \$ | 58,966.21 | \$ | - | \$ | 32,250.00 | \$ | 68,620.78 | \$ | 101,803.82 | \$ | 281,702.45 | \$ | 17,948.35 | \$ | (66,750.62) | \$ | 47,879.70 | \$ | 15,877.56 | \$ | 206,444.04 | \$ | 36,430.00 | \$ | 279,974.51 | \$ | 36,430.00 | \$ | - | \$ | 5,617,038.49 | \$ | 6,734,615.29 |
| Amortization Expense | \$ | 19,160.37 | | \$ | 95,001.22 | \$ | 83,824.62 | \$ | 99,593.52 | \$ | 17,948.35 | \$ | 110,786.64 | \$ | 47,879.70 | \$ | 15,877.56 | \$ | 32,149.67 | \$ | 36,430.00 | \$ | 100,569.65 | \$ | 36,430.00 | \$ | - | | \$ | 695,651.30 | | | | |
| Net Income | \$ | 39,805.84 | \$ | - | \$ | 32,250.00 | \$ | (26,380.44) | \$ | 17,979.20 | \$ | 182,108.93 | \$ | - | \$ | (177,537.26) | \$ | - | \$ | 0.00 | \$ | 174,294.37 | \$ | - | \$ | 179,404.86 | \$ | - | \$ | - | \$ | 5,617,038.49 | \$ | 6,038,963.99 |

| | 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 | 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 | Totals |
|--------------------------------------|-------------------------------------|-------------------|--------------------------|---|--|------------------------|---------------------------|-----------------------------|----------------------------|----------------------------|-----------------------------------|--|---|-------------------------------|----------------------------|---------------|
| Operating Surplus Proposed Transfers | Town of Banff Operating Reserve | 6,226.96 | 32,250.00 | 68,620.78 | 101,803.82 | 140,851.22 | | | | | | | | | | \$ 349,752.78 |
| | Town of Canmore Operating Reserve | 6,226.96 | | | | 140,851.23 | | (66,750.62) | | | | | | | | \$ 80,327.57 |
| | ID#9 Operating Reserve | 6,226.97 | | | | | | | | | 206,444.04 | | 179,404.86 | | | \$ 392,075.87 |
| | BVRTSC Operating Reserve | 40,285.32 | | | | | | | | | | | | | | \$ 40,285.32 |
| | Capital Reserve - nonpartner routes | | | | | | 17,948.35 | | 47,879.70 | 15,877.56 | | 36,430.00 | 100,569.65 | 36,430.00 | | \$ 255,135.26 |
| | | \$ 58,966.21 | \$ - | \$ 32,250.00 | \$ 68,620.78 | \$ 101,803.82 | \$ 281,702.45 | \$ - | \$ (66,750.62) | \$ - | \$ - | \$ 206,444.04 | \$ - | \$ 179,404.86 | \$ - | \$ - |

Note 1

| Accumulated Surplus Reconciliation | Opening Balance | 2019 Amortization | 2019 TCA Additions | 2019 Reserve Transfers | 2019 Surplus / (Deficit) | Ending Balance |
|--|------------------------|----------------------|-----------------------|---------------------------|-----------------------------|-------------------------|
| Unrestricted Surplus (3300) | - | 695,651.30 | (5,617,038.49) | (1,117,576.80) | 6,038,963.99 | - |
| Town of Banff Operating (3100-1) | 608,777.08 | | | 349,752.78 | | 958,529.86 |
| Town of Canmore Operating (3100-2) | 109,275.68 | | | 80,327.57 | | 189,603.25 |
| Improvement District #9 Operating(3100-5) | 77,172.20 | | | 392,075.87 | | 469,248.07 |
| BVRTSC Operating (3100-0) | 2,455.10 | | | 40,285.32 | | 42,740.42 |
| Capital Reserve - nonpartner routes (3200) | - | | | 255,135.26 | | 255,135.26 |
| Equity in TCA (3400) | 5,095,915.13 | (695,651.30) | 5,617,038.49 | | | 10,017,302.32 |
| | \$ 5,893,595.19 | \$ - | \$ - | \$ 0.00 | \$ 6,038,963.99 | \$ 11,932,559.18 |

Note 1: BVRTSC is asking permission from the Board to transfer \$40,000 of unused admin surplus from 2019 to be restricted in the BVRTSC operating reserve for the 2020 IT systems review. Any unspent funds would be transferred to the BVRTSC-Town of Banff reserve, the BVRTSC-Town of Canmore reserve and the BVRTSC-ID#9 reserve.

The remaining amount of \$285.32 represents \$785.32 of funds being allocated to the BVRTSC Scholarship fund (this is other revenue such as recycling revenue and unclaimed lost/found cash) and \$500 being paid out as a scholarship awarded in 2019.

Bow Valley *Regional* Transit Services Commission



Amended March 2020

**2020-2022 Operating Budget
Budget KPIs**

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

All Routes

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 52.87 | \$ 47.45 | \$ 48.40 | \$ 50.00 | \$ 51.04 | \$ 52.06 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 115.27 | \$ 123.53 | \$ 128.01 | \$ 125.81 | \$ 133.47 | \$ 136.40 |
| Direct Operating Cost per Service Hour | \$ 92.35 | \$ 100.02 | \$ 102.73 | \$ 102.19 | \$ 107.49 | \$ 109.69 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 14.03 | \$ 13.90 | \$ 15.48 | \$ 15.97 | \$ 18.18 | \$ 18.75 |
| Net Cost per Service Hour (CUTA) | \$ 48.38 | \$ 62.18 | \$ 64.14 | \$ 59.84 | \$ 64.25 | \$ 65.59 |
| % Cost Recovery (CUTA) | 52% | 43% | 43% | 46% | 44% | 44% |
| | | | | | | |
| Ridership | 638,379 | 1,389,973 | 1,447,006 | 1,565,789 | 1,581,445 | 1,597,260 |
| Service Hours | 21,694 | 49,359 | 49,342 | 55,933 | 55,933 | 55,933 |
| Ridership per Service Hour | 29 | 28 | 29 | 28 | 28 | 29 |

Route 1 - Banff Local Sulphur Mountain

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 70.21 | \$ 68.41 | \$ 60.91 | \$ 57.85 | \$ 59.00 | \$ 60.18 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 105.93 | \$ 114.46 | \$ 118.94 | \$ 113.90 | \$ 120.54 | \$ 122.63 |
| Direct Operating Cost per Service Hour | \$ 83.46 | \$ 93.46 | \$ 95.42 | \$ 91.33 | \$ 93.67 | \$ 95.54 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 13.57 | \$ 11.39 | \$ 13.71 | \$ 14.91 | \$ 19.07 | \$ 19.12 |
| Net Cost per Service Hour (CUTA) | \$ 22.15 | \$ 34.66 | \$ 44.31 | \$ 41.14 | \$ 42.47 | \$ 43.32 |
| % Cost Recovery (CUTA) | 76% | 66% | 58% | 58% | 58% | 58% |
| | | | | | | |
| Ridership | 234,920 | 502,327 | 543,239 | 568,572 | 574,257 | 580,000 |
| Service Hours | 4,236 | 9,352 | 10,713 | 11,180 | 11,180 | 11,180 |
| Ridership per Service Hour | 55 | 54 | 51 | 51 | 51 | 52 |

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 2 - Banff Local Tunnel Mountain

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 45.15 | \$ 46.45 | \$ 40.43 | \$ 44.82 | \$ 45.72 | \$ 46.63 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 107.67 | \$ 116.07 | \$ 120.90 | \$ 117.30 | \$ 124.34 | \$ 126.47 |
| Direct Operating Cost per Service Hour | \$ 84.35 | \$ 96.40 | \$ 98.13 | \$ 93.39 | \$ 95.45 | \$ 97.36 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 14.42 | \$ 10.06 | \$ 12.97 | \$ 16.25 | \$ 21.09 | \$ 21.15 |
| Net Cost per Service Hour (CUTA) | \$ 48.10 | \$ 59.56 | \$ 67.50 | \$ 56.22 | \$ 57.54 | \$ 58.69 |
| % Cost Recovery (CUTA) | 48% | 44% | 37% | 44% | 44% | 44% |
| | | | | | | |
| Ridership | 183,660 | 408,818 | 444,014 | 453,768 | 458,305 | 462,888 |
| Service Hours | 3,685 | 7,869 | 9,219 | 9,599 | 9,599 | 9,599 |
| Ridership per Service Hour | 50 | 52 | 48 | 47 | 48 | 48 |

Route 3 - Canmore / Banff Regional

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 93.05 | \$ 79.57 | \$ 81.96 | \$ 81.64 | \$ 83.27 | \$ 84.93 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 112.48 | \$ 129.06 | \$ 132.60 | \$ 128.24 | \$ 132.55 | \$ 135.01 |
| Direct Operating Cost per Service Hour | \$ 91.80 | \$ 107.86 | \$ 111.11 | \$ 110.86 | \$ 115.02 | \$ 117.33 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 11.79 | \$ 11.59 | \$ 11.69 | \$ 9.72 | \$ 9.72 | \$ 9.72 |
| Net Cost per Service Hour (CUTA) | \$ 7.65 | \$ 37.90 | \$ 38.95 | \$ 36.88 | \$ 39.56 | \$ 40.35 |
| % Cost Recovery (CUTA) | 92% | 68% | 68% | 69% | 68% | 68% |
| | | | | | | |
| Ridership | 93,542 | 176,781 | 178,549 | 193,966 | 195,905 | 197,864 |
| Service Hours | 4,042 | 8,301 | 8,220 | 9,750 | 9,750 | 9,750 |
| Ridership per Service Hour | 23 | 21 | 22 | 20 | 20 | 20 |

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 4 - Cave & Basin

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 11.91 | \$ 11.41 | \$ 11.64 | \$ 11.75 | \$ 11.98 | \$ 12.22 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 114.73 | \$ 89.74 | \$ 91.51 | \$ 121.26 | \$ 126.26 | \$ 128.50 |
| Direct Operating Cost per Service Hour | \$ 96.57 | \$ 78.93 | \$ 80.51 | \$ 99.51 | \$ 104.36 | \$ 106.44 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 9.27 | \$ 1.20 | \$ 1.20 | \$ 14.10 | \$ 14.10 | \$ 14.10 |
| Net Cost per Service Hour (CUTA) | \$ 93.56 | \$ 77.12 | \$ 78.67 | \$ 95.42 | \$ 100.18 | \$ 102.19 |
| % Cost Recovery (CUTA) | 11% | 13% | 13% | 11% | 11% | 11% |
| | | | | | | |
| Ridership | 7,168 | 8,481 | 8,566 | 20,306 | 20,509 | 20,714 |
| Service Hours | 285 | 1,017 | 1,017 | 1,083 | 1,083 | 1,083 |
| Ridership per Service Hour | 25 | 8 | 8 | 19 | 19 | 19 |

Route 5 - Canmore Local

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 10.16 | \$ 14.32 | \$ 14.60 | \$ 14.02 | \$ 14.30 | \$ 14.58 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 115.39 | \$ 112.44 | \$ 114.43 | \$ 116.39 | \$ 118.71 | \$ 120.79 |
| Direct Operating Cost per Service Hour | \$ 91.27 | \$ 89.43 | \$ 91.22 | \$ 94.30 | \$ 96.47 | \$ 98.40 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 15.23 | \$ 13.40 | \$ 13.40 | \$ 14.43 | \$ 14.43 | \$ 14.43 |
| Net Cost per Service Hour (CUTA) | \$ 90.00 | \$ 84.72 | \$ 86.42 | \$ 87.94 | \$ 89.98 | \$ 91.78 |
| % Cost Recovery (CUTA) | 10% | 14% | 14% | 14% | 14% | 14% |
| | | | | | | |
| Ridership | 60,777 | 103,408 | 104,442 | 137,031 | 138,401 | 139,785 |
| Service Hours | 3,722 | 7,753 | 7,753 | 7,787 | 7,787 | 7,787 |
| Ridership per Service Hour | 16 | 13 | 13 | 18 | 18 | 18 |

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 6 - Lake Minnewanka

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|----------|------------|----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 13.30 | \$ 13.77 | \$ 14.04 | \$ 15.39 | \$ 15.70 | \$ 16.02 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 104.61 | \$ 96.62 | \$ 98.53 | \$ 98.28 | \$ 130.66 | \$ 132.95 |
| Direct Operating Cost per Service Hour | \$ 76.96 | \$ 85.82 | \$ 87.53 | \$ 74.36 | \$ 106.59 | \$ 108.72 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 18.75 | \$ 1.20 | \$ 1.20 | \$ 16.27 | \$ 16.27 | \$ 16.27 |
| Net Cost per Service Hour (CUTA) | \$ 72.56 | \$ 81.65 | \$ 83.29 | \$ 66.62 | \$ 98.69 | \$ 100.66 |
| % Cost Recovery (CUTA) | 15% | 14% | 14% | 19% | 14% | 14% |
| | | | | | | |
| Ridership | 13,802 | 56,183 | 56,744 | 43,778 | 44,216 | 44,658 |
| Service Hours | 1,035 | 2,783 | 2,783 | 2,967 | 2,967 | 2,967 |
| Ridership per Service Hour | 13 | 20 | 20 | 15 | 15 | 15 |

Route 7 - Banff Centre

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 4.54 | \$ 5.17 | \$ - | \$ 4.74 | \$ 5.62 | \$ 5.73 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 94.91 | \$ 92.92 | \$ - | \$ 101.48 | \$ 106.72 | \$ 109.86 |
| Direct Operating Cost per Service Hour | \$ 79.57 | \$ 82.11 | \$ - | \$ 87.60 | \$ 92.69 | \$ 95.67 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ - | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 6.45 | \$ 1.20 | \$ - | \$ 6.23 | \$ 6.23 | \$ 6.23 |
| Net Cost per Service Hour (CUTA) | \$ 83.93 | \$ 86.55 | \$ - | \$ 90.51 | \$ 94.88 | \$ 97.91 |
| % Cost Recovery (CUTA) | 5% | 6% | 0% | 5% | 6% | 6% |
| | | | | | | |
| Ridership | 8,632 | 27,375 | 0 | 16,576 | 16,742 | 16,909 |
| Service Hours | 1,267 | 2,646 | 0 | 2,562 | 2,562 | 2,562 |
| Ridership per Service Hour | 7 | 10 | 0 | 6 | 7 | 7 |

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 8 - Lake Louise / Banff Regional - Winter

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 71.01 | \$ 18.41 | \$ 20.25 | \$ 52.22 | \$ 53.26 | \$ 54.33 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 104.35 | \$ 133.20 | \$ 136.34 | \$ 136.30 | \$ 141.67 | \$ 144.23 |
| Direct Operating Cost per Service Hour | \$ 89.94 | \$ 106.93 | \$ 109.87 | \$ 114.86 | \$ 120.08 | \$ 122.48 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 5.51 | \$ 16.66 | \$ 16.66 | \$ 13.79 | \$ 13.79 | \$ 13.79 |
| Net Cost per Service Hour (CUTA) | \$ 27.82 | \$ 98.13 | \$ 99.43 | \$ 70.29 | \$ 74.62 | \$ 76.11 |
| % Cost Recovery (CUTA) | 72% | 16% | 17% | 43% | 42% | 42% |
| | | | | | | |
| Ridership | 15,232 | 9,800 | 10,780 | 26,380 | 26,644 | 26,911 |
| Service Hours | 1,632 | 2,928 | 2,928 | 3,911 | 3,911 | 3,911 |
| Ridership per Service Hour | 9 | 3 | 4 | 7 | 7 | 7 |

Route 8S - Lake Louise / Banff Regional - Summer Scenic

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 36.35 | \$ 55.95 | \$ 58.19 | \$ 59.37 | \$ 60.55 | \$ 61.77 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 351.22 | \$ 184.21 | \$ 185.71 | \$ 183.80 | \$ 192.03 | \$ 195.07 |
| Direct Operating Cost per Service Hour | \$ 239.18 | \$ 131.37 | \$ 132.67 | \$ 135.96 | \$ 144.04 | \$ 146.92 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 103.15 | \$ 43.23 | \$ 43.23 | \$ 40.18 | \$ 40.18 | \$ 40.18 |
| Net Cost per Service Hour (CUTA) | \$ 211.72 | \$ 85.03 | \$ 84.29 | \$ 84.25 | \$ 91.29 | \$ 93.12 |
| % Cost Recovery (CUTA) | 15% | 40% | 41% | 41% | 40% | 40% |
| | | | | | | |
| Ridership | 795 | 12,100 | 12,584 | 13,091 | 13,222 | 13,354 |
| Service Hours | 98 | 1,190 | 1,190 | 1,258 | 1,258 | 1,258 |
| Ridership per Service Hour | 8 | 10 | 11 | 10 | 11 | 11 |

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 8X - Lake Louise / Banff Regional - Summer Express

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 76.42 | \$ 64.09 | \$ 66.65 | \$ 76.89 | \$ 78.43 | \$ 80.00 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 169.79 | \$ 171.18 | \$ 172.65 | \$ 176.12 | \$ 184.66 | \$ 187.79 |
| Direct Operating Cost per Service Hour | \$ 142.09 | \$ 129.23 | \$ 130.51 | \$ 140.53 | \$ 148.91 | \$ 151.89 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 18.80 | \$ 32.34 | \$ 32.34 | \$ 27.94 | \$ 27.94 | \$ 27.94 |
| Net Cost per Service Hour (CUTA) | \$ 74.57 | \$ 74.75 | \$ 73.66 | \$ 71.29 | \$ 78.29 | \$ 79.86 |
| % Cost Recovery (CUTA) | 51% | 46% | 48% | 52% | 50% | 50% |
| | | | | | | |
| Ridership | 18,722 | 50,820 | 52,853 | 76,930 | 77,700 | 78,477 |
| Service Hours | 1,598 | 4,362 | 4,362 | 4,612 | 4,612 | 4,612 |
| Ridership per Service Hour | 12 | 12 | 12 | 17 | 17 | 17 |

Route 9 - Johnston Canyon

| KPI | 2019 | 2019 | 2020 | 2020 | 2021 | 2022 |
|--|------------|-----------|------------|-----------|-----------|-----------|
| | | | Previously | | | |
| | YTD | | Approved | Proposed | Proposed | Proposed |
| | Jan - June | BUDGET | Budget | Budget | Budget | Budget |
| | | | | | | |
| Revenue per Service Hour | \$ 50.20 | \$ 87.70 | \$ 91.20 | \$ 90.42 | \$ 92.23 | \$ 94.07 |
| | | | | | | |
| Gross Cost per Service Hour | \$ 358.05 | \$ 179.98 | \$ 181.42 | \$ 180.92 | \$ 189.27 | \$ 192.23 |
| Direct Operating Cost per Service Hour | \$ 243.30 | \$ 126.03 | \$ 127.28 | \$ 132.04 | \$ 140.24 | \$ 143.04 |
| Overhead per Service Hour | \$ 8.90 | \$ 9.61 | \$ 9.80 | \$ 7.65 | \$ 7.81 | \$ 7.96 |
| Lease/Amortization per Service Hour | \$ 105.85 | \$ 44.34 | \$ 44.34 | \$ 41.23 | \$ 41.23 | \$ 41.23 |
| Net Cost per Service Hour (CUTA) | \$ 202.00 | \$ 47.94 | \$ 45.88 | \$ 49.27 | \$ 55.82 | \$ 56.93 |
| % Cost Recovery (CUTA) | 20% | 65% | 67% | 65% | 62% | 62% |
| | | | | | | |
| Ridership | 1,129 | 33,880 | 35,235 | 15,391 | 15,544 | 15,700 |
| Service Hours | 95 | 1,159 | 1,159 | 1,226 | 1,226 | 1,226 |
| Ridership per Service Hour | 12 | 29 | 30 | 13 | 13 | 13 |

Bow Valley Regional Transit Services Commission
2020-2022 Amended Operating Budget

| ALL ROUTES | | | |
|--|---------------------------|---------------------------|---------------------------|
| | 2020 Amended Budget | 2021 Amended Budget | 2022 Amended Budget |
| INCOME | | | |
| Advertising & Marketing Revenue | | | |
| 4200 Advertising & Marketing | \$ 53,000 | \$ 55,060 | \$ 56,161 |
| 4201 Print Fees Revenue | \$ - | \$ - | \$ - |
| Total Advertising & Marketing Revenue | \$ 53,000 | \$ 55,060 | \$ 56,161 |
| Farebox Revenue | | | |
| 4100 Farebox Income | \$ 1,792,741 | \$ 1,829,597 | \$ 1,866,190 |
| 4110 Transit Voucher Reimbursement | \$ - | \$ - | \$ - |
| Total Farebox Revenue | \$ 1,792,741 | \$ 1,829,597 | \$ 1,866,190 |
| Grant Revenue | | | |
| 4900 Grant Income | \$ - | \$ - | \$ - |
| Total Grant Revenue | \$ - | \$ - | \$ - |
| Interest Revenue | | | |
| 4810 Interest Income | \$ 12,000 | \$ 12,240 | \$ 12,485 |
| Total Interest Revenue | \$ 12,000 | \$ 12,240 | \$ 12,485 |
| Other Income | | | |
| 4700 Charter Sales | \$ 2,000 | \$ 2,040 | \$ 2,080 |
| 4750 Route Detour Fee | \$ 400 | \$ 408 | \$ 416 |
| 4820 Foreign Exchange Rev/Exp | \$ - | \$ - | \$ - |
| 4830 Warranty Income | \$ - | \$ - | \$ - |
| 4840 Other Revenue | \$ - | \$ - | \$ - |
| Total Other Income | \$ 2,400 | \$ 2,448 | \$ 2,496 |
| Partner Programs | | | |
| 4300 Partner Program Revenue | \$ 438,586 | \$ 447,358 | \$ 456,305 |
| Total Partner Programs | \$ 438,586 | \$ 447,358 | \$ 456,305 |
| Pass Sales | | | |
| 4150 Pass Revenue | \$ 512,557 | \$ 522,808 | \$ 533,265 |
| 4600 SmartCard Fee | \$ - | \$ - | \$ - |
| 5710 Vendor Discounts - Pass Purchase | \$ - | \$ - | \$ - |
| Total Pass Sales | \$ 512,557 | \$ 522,808 | \$ 533,265 |
| TOTAL INCOME BEFORE REQUISITIONS | \$ 2,811,284 | \$ 2,869,511 | \$ 2,926,902 |
| Recoveries - Operating (non-members) | | | |
| 4500 Recoveries - Operating (non-memb) | \$ 1,033,174 | \$ 1,177,778 | \$ 1,201,754 |
| Total Recoveries - Operating (non-members) | \$ 1,033,174 | \$ 1,177,778 | \$ 1,201,754 |
| Requisitions - Capital | | | |
| 4410-1 Capital Requisition - TOB | \$ - | \$ - | \$ - |
| 4410-2 Capital Requisition - TOC | \$ - | \$ - | \$ - |
| 4410-5 Capital Requisition - ID9 | \$ - | \$ - | \$ - |
| Total Requisitions - Capital | \$ - | \$ - | \$ - |
| Requisitions - Operating | | | |
| 4420-1 Operating Requisition - TOB | \$ 1,221,071 | \$ 1,389,465 | \$ 1,417,251 |
| 4420-2 Operating Requisition - TOC | \$ 910,383 | \$ 940,237 | \$ 959,042 |
| 4420-5 Operating Requisition - ID9 | \$ 606,741 | \$ 640,418 | \$ 649,628 |
| Total Requisitions - Operating | \$ 2,738,195 | \$ 2,970,120 | \$ 3,025,921 |
| TOTAL INCOME | \$ 6,582,653 | \$ 7,017,409 | \$ 7,154,577 |

Bow Valley Regional Transit Services Commission
2020-2022 Amended Operating Budget

| ALL ROUTES | | | |
|---|---------------------------|---------------------------|---------------------------|
| | 2020 Amended Budget | 2021 Amended Budget | 2022 Amended Budget |
| EXPENSES | | | |
| Advertising & Marketing Expenses | | | |
| 5226 Drivers recruitment | \$ 22,546 | \$ 22,997 | \$ 23,457 |
| 5616 Recruitment Costs - Admin | \$ 3,618 | \$ 3,690 | \$ 3,764 |
| 5700 Advertising and Marketing | \$ 143,897 | \$ 146,774 | \$ 149,710 |
| 5715 Commission | \$ 15,000 | \$ 15,300 | \$ 15,605 |
| Total Advertising & Marketing Expenses | \$ 185,061 | \$ 188,761 | \$ 192,536 |
| Contracted Services / Professional Fees | | | |
| 5200 Operating Contracts | \$ 120,795 | \$ 123,212 | \$ 125,676 |
| 5364 Brinks service fees | \$ 22,817 | \$ 23,275 | \$ 23,743 |
| 5611 Accounting Fees | \$ 12,490 | \$ 12,740 | \$ 12,995 |
| 5612 Payroll service fee | \$ 3,977 | \$ 4,057 | \$ 4,137 |
| 5615 Legal Fees | \$ 4,789 | \$ 4,886 | \$ 4,983 |
| 5623 Security Fee | \$ 15,032 | \$ 15,332 | \$ 15,640 |
| 5624 IT Support | \$ 12,965 | \$ 13,223 | \$ 13,488 |
| 5629 Contract Work | \$ 131,866 | \$ 261,492 | \$ 266,722 |
| Total Contracted Services / Professional Fees | \$ 324,731 | \$ 458,217 | \$ 467,384 |
| Fuel Expense | | | |
| 5270 Fuel | \$ 704,838 | \$ 716,876 | \$ 731,212 |
| Total Fuel Expense | \$ 704,838 | \$ 716,876 | \$ 731,212 |
| General Operating Expenses | | | |
| 5351 Office Supplies | \$ 18,157 | \$ 18,521 | \$ 18,890 |
| 5352 Bank Service Charges | \$ 9,804 | \$ 9,999 | \$ 10,199 |
| 5353 Janitorial Supplies & Services | \$ 1,020 | \$ 1,040 | \$ 1,061 |
| 5354 Postage and Office Delivery | \$ 2,628 | \$ 2,682 | \$ 2,736 |
| 5355 Miscellaneous Expense | \$ 5,000 | \$ 5,100 | \$ 5,202 |
| 5357 Cell Phone | \$ 21,333 | \$ 21,759 | \$ 22,193 |
| 5358 Office Phone | \$ 10,158 | \$ 10,362 | \$ 10,571 |
| 5359 Board meeting expense | \$ 1,326 | \$ 1,353 | \$ 1,380 |
| 5360 Cash over/short | \$ - | \$ - | \$ - |
| 5361 Bad debts | \$ - | \$ - | \$ - |
| 5626 Office Rent | \$ 42,410 | \$ 49,363 | \$ 50,351 |
| 5627 Copier | \$ 3,738 | \$ 3,813 | \$ 3,890 |
| 5630 Utilities | \$ 4,427 | \$ 4,516 | \$ 4,606 |
| Total General Operating Expenses | \$ 120,001 | \$ 128,508 | \$ 131,079 |
| Infrastructure Maintenance | | | |
| 5430 Parks Canada Land Rent | \$ 400 | \$ 406 | \$ 412 |
| 5632 Infrastructure Maintenance Expense | \$ 33,489 | \$ 34,158 | \$ 34,841 |
| Total Infrastructure Maintenance | \$ 33,889 | \$ 34,564 | \$ 35,253 |
| Insurance Expense | | | |
| 5310 General Liability Insurance | \$ 4,590 | \$ 4,682 | \$ 4,776 |
| 5320 Fleet insurance | \$ 79,373 | \$ 80,960 | \$ 82,579 |
| Total Insurance Expense | \$ 83,963 | \$ 85,642 | \$ 87,355 |

Bow Valley Regional Transit Services Commission
2020-2022 Amended Operating Budget

| ALL ROUTES | | | |
|---|---------------------------|---------------------------|---------------------------|
| | 2020 Amended Budget | 2021 Amended Budget | 2022 Amended Budget |
| Software Fees & Licences | | | |
| 5362 Software and License Fees | \$ 60,820 | \$ 62,037 | \$ 63,277 |
| 5617 Website | \$ 12,250 | \$ 12,495 | \$ 12,742 |
| 5620 Smart Farebox Software | \$ 62,500 | \$ 63,750 | \$ 65,024 |
| 5622 Bus Prediction Software | \$ 25,238 | \$ 25,743 | \$ 26,257 |
| Total Software Fees & Licences | \$ 160,808 | \$ 164,025 | \$ 167,300 |
| Training, Travel & Meals | | | |
| 5171 Conference Fees | \$ 7,501 | \$ 7,651 | \$ 7,804 |
| 5172 Meals | \$ 14,496 | \$ 14,786 | \$ 15,081 |
| 5173 Training | \$ 1,555 | \$ 1,587 | \$ 1,619 |
| 5180 Travel Expense | \$ - | \$ - | \$ - |
| 5181 Mileage | \$ 10,604 | \$ 10,815 | \$ 11,030 |
| 5227 Driver Training | \$ 3,247 | \$ 3,312 | \$ 3,379 |
| 5356 Memberships | \$ 4,909 | \$ 5,007 | \$ 5,107 |
| 5619 Business Hosting Expenses | \$ 1,608 | \$ 1,640 | \$ 1,673 |
| Total Training, Travel & Meals | \$ 43,920 | \$ 44,798 | \$ 45,693 |
| Vehicle Expenses | | | |
| 5225 Drivers uniforms | \$ 34,355 | \$ 35,043 | \$ 35,744 |
| 5228 Driver recognition | \$ 2,604 | \$ 2,657 | \$ 2,710 |
| 5250 Parts | \$ 361,492 | \$ 368,722 | \$ 376,097 |
| 5251 Parts - Accident Related | \$ - | \$ - | \$ - |
| 5252 Replacement Bus For Maintenance Days | \$ - | \$ - | \$ - |
| 5255 Vehicle Supplies | \$ 56,179 | \$ 57,302 | \$ 58,447 |
| 5260 Maintenance Labour | \$ 583,142 | \$ 594,806 | \$ 606,701 |
| 5410 Bus Lease | \$ 61,380 | \$ 62,608 | \$ 63,860 |
| 5420 Bus Storage | \$ 71,296 | \$ 185,738 | \$ 192,355 |
| 5628 Bus wrap repair | \$ 8,868 | \$ 9,046 | \$ 9,226 |
| Total Vehicle Expenses | \$ 1,179,316 | \$ 1,315,922 | \$ 1,345,140 |
| Wages & Benefits - Administrative | | | |
| 5110 Wages - Administrative | \$ 465,489 | \$ 474,798 | \$ 484,292 |
| 5131 CPP & EI | \$ - | \$ - | \$ - |
| 5133 Health Benefits | \$ - | \$ - | \$ - |
| 5134 LAPP | \$ - | \$ - | \$ - |
| 5135 WCB - Admin | \$ - | \$ - | \$ - |
| Total Wages & Benefits - Administrative | \$ 465,489 | \$ 474,798 | \$ 484,292 |
| Wages & Benefits - Customer Support | | | |
| 5631 Wages - Customer Centre Support | \$ 171,138 | \$ 174,561 | \$ 178,050 |
| 5633 Customer Centre Support - CPP&EI | \$ - | \$ - | \$ - |
| 5634 Customer Centre Support - WCB | \$ - | \$ - | \$ - |
| 5682 Customer Service - LAPP | \$ - | \$ - | \$ - |
| 5683 Health Benefits - Customer Service | \$ - | \$ - | \$ - |
| Total Wages & Benefits - Customer Support | \$ 171,138 | \$ 174,561 | \$ 178,050 |

Bow Valley Regional Transit Services Commission

2020-2022 Amended Operating Budget

| ALL ROUTES | | | |
|---|---------------------------|---------------------------|---------------------------|
| | 2020 Amended Budget | 2021 Amended Budget | 2022 Amended Budget |
| Wages & Benefits - Drivers | | | |
| 5221 Drivers Wages | \$ 2,257,073 | \$ 2,367,333 | \$ 2,414,682 |
| 5223 Drivers Wages - Training | \$ 159,239 | \$ 162,423 | \$ 165,671 |
| 5231 Drivers CPP & EI | \$ - | \$ - | \$ - |
| 5232 LAPP - Drivers | \$ - | \$ - | \$ - |
| 5233 Health Benefits - Drivers | \$ - | \$ - | \$ - |
| 5234 WCB - Drivers | \$ - | \$ - | \$ - |
| Total Wages & Benefits - Drivers | \$ 2,416,312 | \$ 2,529,756 | \$ 2,580,353 |
| Wages & Benefits - Operations | | | |
| 5220 Wages - Operations | \$ 389,664 | \$ 397,458 | \$ 405,407 |
| 5281 Operations - CPP & EI | \$ - | \$ - | \$ - |
| 5282 Operations - LAPP | \$ - | \$ - | \$ - |
| 5283 Operations - Health Benefits | \$ - | \$ - | \$ - |
| 5284 Operations - WCB | \$ - | \$ - | \$ - |
| Total Wages & Benefits - Operations | \$ 389,664 | \$ 397,458 | \$ 405,407 |
| TOTAL OPERATING EXPENSES | \$ 6,279,130 | \$ 6,713,886 | \$ 6,851,054 |
| SURPLUS / DEFICIENCY PRIOR TO AMORTIZATION | \$ 303,523 | \$ 303,523 | \$ 303,523 |
| Amortization Expense | | | |
| 5900 Amortization Exp | \$ 831,813 | \$ 954,079 | \$ 984,745 |
| Total Amortization Expense | \$ 831,813 | \$ 954,079 | \$ 984,745 |
| NET INCOME | \$ (528,290) | \$ (650,556) | \$ (681,222) |