

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

via: Zoom Video Meeting

AGENDA

November 10th, 2021 2:00-3:30pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the October 13th, 2021, Regular Meeting Minutes (attached)
 - Approval of the October 13th, 2021 Annual Organizational 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 Quarter 3 Financial results (For Information Only)
 - b) Board Orientation Presentation (Martin Bean) (For Information Only)
 - c) Appointment of Chair and Vice Chair of the BVRTSC for 2021 (Request for Decision)
 - d) Confirmation of meeting dates and times for 2021/2022 (For Information Only)
6. Adjournment

Next Meeting – via Zoom – Wednesday December 8th, 2021

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

via: Zoom Video Meeting

MINUTES

October 13th, 2021 2:00-3:30pm

BOARD MEMBERS PRESENT

Vi Sandford, Town of Canmore

Davina Bernard, ID#9

Brian Standish, Town of Banff – Chair

Joanna McCallum, Town of Canmore – Vice Chair

Dave Schebek, ID#9

Chip Olver, Town of Banff

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer

Steve Nelson, Operations Manager

Mel Booth, Financial Controller

ADMINISTRATION PRESENT

Danielle Morine, ID9

Patti Youngberg, Parks Canada

Adrian Field, Town of Banff

ADMINISTRATION ABSENT

Members of the Public

Greg Colgan, Reporter Rocky Mountain Outlook

Marion Adda, member of the public

1. Call to Order

Brian Standish calls meeting to order at 2:00PM

2. Approval of the Agenda

BVRTSC21-111

Chip Olver moves to approve the agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the September 8th, 2021 Regular Meeting Minutes (attached)

BVRTSC21-112

Brian Standish moves to approve September Minutes as presented

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)

5. New Business

- a) Presentation of Proposed Final 2022-2024 Operating Budget (Request for Decision)

BVRTSC21-113

Joanna McCallum moves to approve the Proposed Final 2022-2024 Operating Budget as presented.

CARRIED UNANIMOUSLY

- b) Presentation of Proposed Final 2022 – 2031 Capital Budget (Request for Decision)

BVRTSC21-114

Davina Bernard moves to approve Proposed Final 2022 – 2031 Capital Budget as presented.

CARRIED UNANIMOUSLY

- c) In Camera Session – HR Matter (Zoom Breakout Room)

In Camera at 2:16PM

BVRTSC21-115

Brian moves to come out of Camera at 2:28 PM.

CARRIED UNANIMOUSLY

BVRTSC21-116

Motion to approve the CAO 2021 Performance and Merit review as presented.

CARRIED UNANNIMOUSLY

BVRTSC21-117

Davina Bernard moves that the sub committee of the CAO performance review committee focuses on the following three topics in 2022.

1. CAO updated Contract
2. CAO performance pay structure update
3. CAO performance review structure update.

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC21-118

Dave Schebek moves to adjourn the meeting at 2:31PM

CARRIED UNANINMOUSLY

Next Meeting – via Zoom – Wednesday November 10th at 2:00pm

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

Via Zoom

MINUTES

October 13, 2021 – Approximately 3:30 pm (Immediately Following Regular Meeting)

BOARD MEMBERS PRESENT

Vi Sandford, Town of Canmore

Davina Bernard, ID#9

Brian Standish, Town of Banff – Chair

Joanna McCallum, Town of Canmore – Vice Chair

Dave Schebek, ID#9

Chip Olver, Town of Banff

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer

Steve Nelson, Operations Manager

Mel Booth, Financial Controller

ADMINISTRATION PRESENT

Danielle Morine, ID9

Patti Youngberg, Parks Canada

Adrian Field, Town of Banff

ADMINISTRATION ABSENT

Members of the Public

Greg Colgan, Reporter Rocky Mountain Outlook

Marion Adda, Member of the public

1. Call to Order

Brain Standish calls the meeting to order at 2:32PM

2. Approval of the Agenda

BVRTSC21-119

Brian Standish moves to approve the agenda as presented.

CARRIED UNANIMOUSLY

3. Motion to adopt the 2022 Operating & Capital Budgets (*see October 13, 2021 Regular Meeting Package*)

BVRTSC21-120

Brian Standish moves to adopt the 2022 Operating and Capital Budgets as approved in the October 13, 2021 regular Commission meeting.

CARRIED UNANIMOUSLY

4. Ratification of 2017-2020 Updated Strategic Plan

BVRTSC21-121

Chip Olver moves to ratify the 2021 to 2024 BVRTSC Strategic Plan as presented, with a progress update to be provided to the new Board prior to year-end.

CARRIED UNANIMOUSLY

5. Appointment of Avail Chartered Accountants for Audit of 2021 Financials

BVRTSC21-122

Dave Schebek moves to accept Avail Chartered Accountants as the Chartered Accountants for the BVRTSC 2021 financial audit.

CARRIED UNANIMOUSLY

6. Setting Dates and Location of Meetings until the 2022 AOM

BVRTSC21-123

Brian Standish moves that for 2022, the Commission will continue with regular meetings on the 2nd Wednesday of every month at 2pm via Zoom or in person as safety protocols permit.

CARRIED UNANIMOUSLY

7. Adjournment

BVRTSC21-124

Joanna McCallum moves to adjourn the meeting at 2:37PM

CARRIED UNANIMOUSLY

Bow Valley Regional Transit Services Commission



CAO UPDATE

CAO Update – November 2021

Financial:

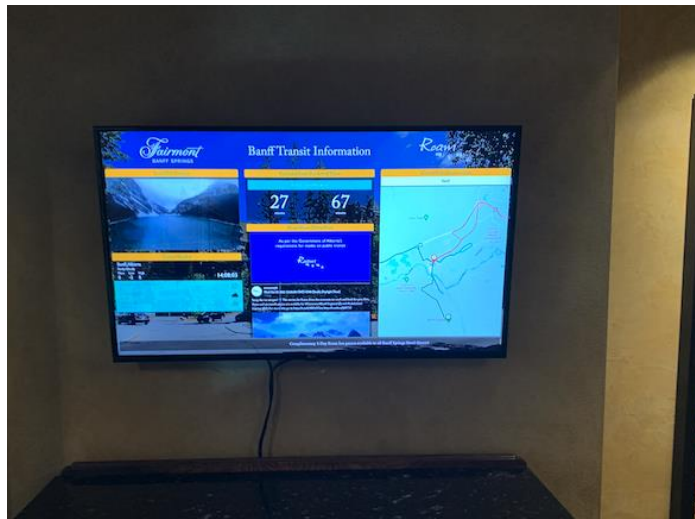
- BVRTSC Budget, finalized in October, has been uploaded to our website and shared with municipal partners for their budget planning purposes.
- With two further Proterra buses due to arrive over the next couple of months, Mel will be shopping US exchange rates to determine the optimal time to purchase US cash. Currently we have paid a 25% deposit on each vehicle.

Transit Service Updates

- Canmore local transit service has recently celebrated 5 years of operation, with the occasion being marked by increased social media posts, recognition on bus stop digital signs and a joint ad being placed in the RMO by Roam and the Town of Canmore. Additionally, I did an interview with Rob Murray on Mtn FM that played on Monday November 1st.
- Construction on Banff Avenue has necessitated the moving of stops and closure of the High School transit hub for a 10-day period. Our Ops team has been working with the Town of Banff to ensure that this detour and stop closure minimally impacts passengers through enhanced communication.
- Roam is sponsoring the Canadian Mixed Curling Championships, which are occurring in Canmore between November 7th and 14th. We are providing passes for curlers to explore the Bow Valley using Roam services in exchange for various forms of recognition during the event.
- Banff local service traveled to Bow Falls for the first time this summer and saw it being a successful addition going forward. In a low ridership summer and limited print publications being available, over 2450 riders used Route 2 to travel to Bow Falls.
- We are anticipated a large shortage in drivers for the upcoming summer and are beginning to create a training plan to ensure we can meet demand going forward. One of the options being considered is a weekend training plan to extend from January to April for potential part time employees that are unable to commit to

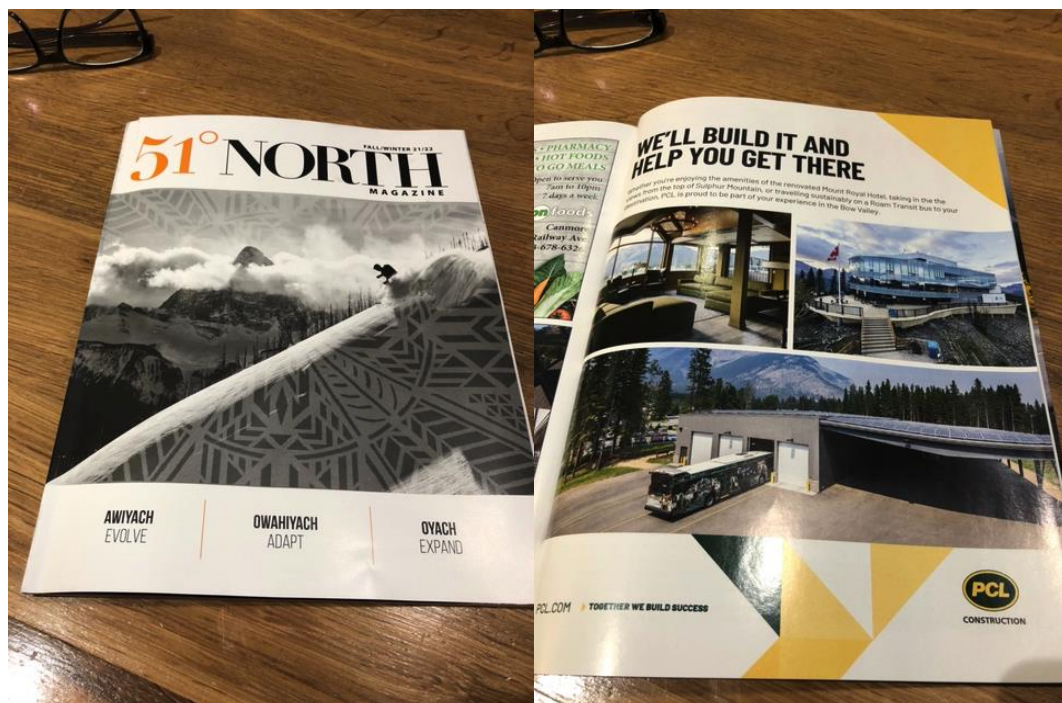
training on a full-time basis due to other work commitments. Re-examining staff housing possibilities is an area that administration will be dedicating some time to over the next 6 months.

- Roam has reached an agreement with our hotel partner, the Fairmont Banff Springs to put a Roam Transit TV in their lobby, displaying bus arrival times, local webcams, social media feeds and live bus locations:



General/Health and Safety

- Roam's mandatory vaccination policy timelines have been reached, with 87% of staff fully vaccinated and 7% on temporary leave awaiting their second vaccine shot. A minimal number of exemptions have been granted and these are being mitigated through increased safety protocols, including enhanced masking requirements and regular rapid testing.
- Roam's 4th Proterra electric bus is close to being ready for delivery, with the bus being inspected on November 11th at their Greenville factory. Following the inspection, barring any findings that need further work, the bus will be shipped via truck to Banff prior to the end of November. This bus arriving will be ultimately destined for Canmore once the charging infrastructure is in place and will have a Moose wrap. The next bus to arrive is estimated to be at some point in January for Parks Canada Minnewanka service primarily and will be a Cougar wrap.
- Roam was recently featured in the semi-annual 51 Degree North magazine through an ad placed by PCL Construction:



- With the resignation of our Marketing and Communications Coordinator, we have restructured our team for a revised fit to accommodate our changing needs and streamline our administration. Our Customer Experience Supervisor, Fiona Gagnon, will be taking over the role of Manager, Communications and Customer Experience and we will be hiring a part time Digital Content Specialist to round out the Marketing and Communications team. This change will not affect FTE count or budget parameters.
- Roam has experienced a few WCB claims over the last year and we are ensuring that we have the best safety protocols in place to eliminate these going forward. Our Health and Safety Committee will be increasing the number of meetings being held to ensure we are able to address all concerns.
- The Canmore Tourism Task Force, of which I was a member, has wrapped up their mandated role and a report was presented to the previous Canmore Town Council. On October 5th, Council endorsed a Regenerative Tourism Framework recommended by the consultant working with the Tourism Task force and following extensive and robust community engagement. Details on the Task Force and a copy of the Framework can be found here:
 - <https://canmore.ca/town-hall/boards-committees/tourism-task-force>
- The BVRTSC has just signed a new contract with RMV publications for 2022 advertising in a number of publications, including both Banff and Canmore dining guides and the summer and winter Where magazines. With COVID related losses in visitation, some publications are not in business here any longer, therefore we are employing a more targeted advertising strategy.

Bow Valley *Regional* Transit Services Commission



BRING FORWARD LIST

BRING FORWARD LIST OF ITEMS PENDING (as of November,2021)

ITEM	Date Initiated	Pending Date	Comments:
BVRTSC21-76 Chip Olver moves to request Administration to continue to research air purification systems and report back to the Commission at a future meeting.	March 17 th , 2021	January 2022	Will follow what larger transit agencies are doing with trials and report at a later date
BVRTSC21-101 Vi Sandford moves that the Commission direct administration to report back to the Board with a compensation policy for staff, considering recommendations contained within the compensation review, by February of 2022.	August 11, 2021	February 2022	
BVRTSC21-83 Davina Bernard moves that the Commission direct Administration to pilot an online reservation system through Betterez for the Route 9 (Johnston Canyon) and Route 8S (Lake Louise Scenic) transit offerings for the summer of 2021.	October 13, 2021	December 2021	Report back on the success of the summer pilot program

Bow Valley Regional Transit Services Commission Ridership Statistics



Month	Type	Banff Local	Canmore Local	Canmore - Banff Regional	Lake Louise - Banff Regional
October 2021	Bikes	116	181	392	77
	Strollers	36	101	33	2
	Winter Sports	1	7	12	4

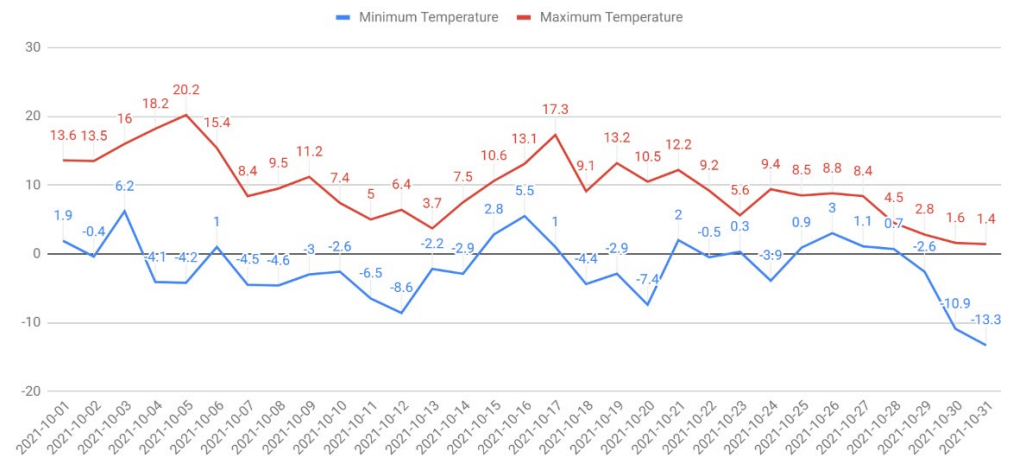
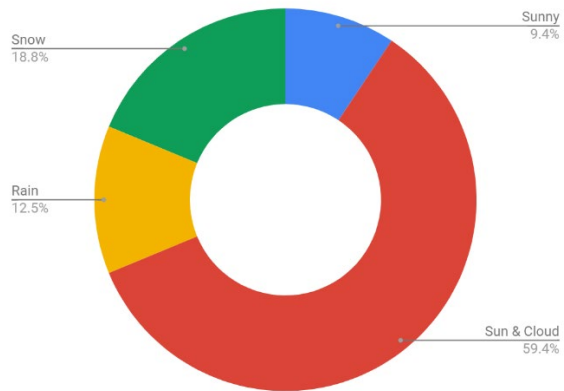
October 2021

Route	Monthly Ridership Change 2020/2021	Comments
Route 1	+76%	October 2021 to October 2020 (Pandemic)
Route 2	+82%	October 2021 to October 2020 (Pandemic)
Route 3	+49%	October 2021 to October 2020 (Pandemic)
Route 5	+17%	October 2021 to October 2020 (Pandemic)
Route 8X	+112%	October 2021 to October 2020 (Pandemic)

Route 9 (Johnston Canyon) Reservations – October 2021 (Service Ended Thanksgiving Monday)

Pass Riders – 141	Reservations – 117	Cash Fares – 124	Token Transit - 37	Total Ridership = 419
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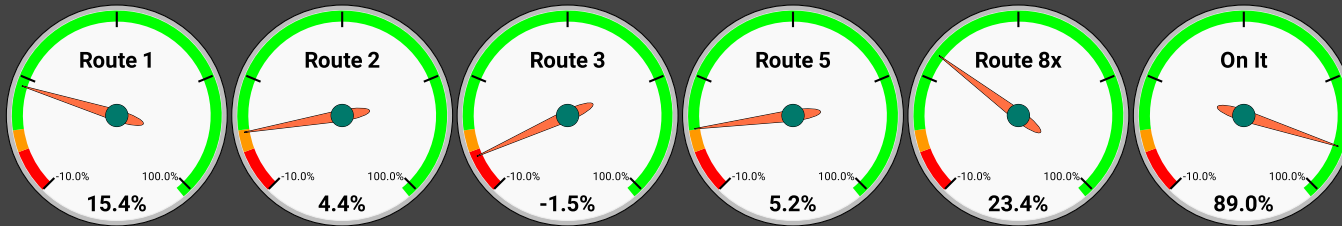
Weather conditions October 2021



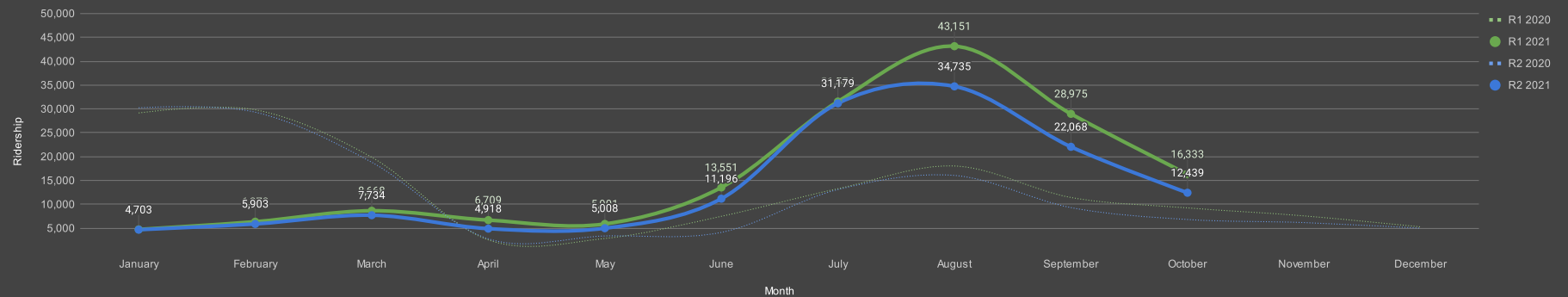
	Route 1 (Inns of Banff/ Gondola)					Route 2 (Tunnel Mtn / Banff Springs Hotel)					Route 3 (Canmore-Banff Regional)					Banff Local Combined Totals (Routes 1, 2, 4)					Train Station Park & Ride			
Month	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	2020	2020 YTD	2021	% Change
January	28,912	29,158	29,158	4,761	-83.7%	27,358	30,240	30,240	4,703	-84.4%	15,486	17,784	17,784	5,499	-69.1%	56,270	59,398	59,398	9,464	-84.07%	0			
February	29,757	29,827	29,827	6,370	-78.6%	26,543	29,325	29,325	5,903	-79.9%	12,849	14,547	14,547	5,781	-60.3%	56,300	59,152	59,152	12,273	-79.25%				
March	34,329	19,875	19,875	8,668	-56.4%	27,413	18,828	18,828	7,734	-58.9%	15,057	11,410	11,410	7,951	-30.3%	61,742	38,703	38,703	16,402	-57.62%				
April	27,420	2,557	2,557	6,709	162.4%	22,763	2,791	2,791	4,918	76.2%	14,618	4,106	4,106	5,507	34.1%	50,183	5,348	5,348	11,627	117.41%				
May	48,522	2,856	2,856	5,901	106.6%	32,526	3,386	3,386	5,008	47.9%	16,925	6,279	6,279	6,850	9.1%	82,195	6,242	6,242	10,969	75.73%				
June	66,195	7,508	7,508	13,551	80.5%	47,222	4,137	4,137	11,196	170.6%	18,924	5,552	5,552	9,321	67.9%	117,419	11,706	11,706	25,282	115.97%	0	0	378	0.0%
July	80,651	13,296	13,296	31,554	137.3%	61,895	13,110	13,110	31,179	137.8%	20,422	6,973	6,973	12,330	76.8%	149,250	26,952	26,952	65,486	142.97%	0	0	1713	0.0%
August	81,196	18,048	18,048	43,151	139.1%	63,073	16,072	16,072	34,735	116.1%	20,105	8,331	8,331	12,610	51.4%	151,601	35,139	35,139	81,324	131.44%	0	0	1512	0.0%
September	59,934	11,450	11,450	28,975	153.1%	45,951	9,328	9,328	22,068	136.6%	16,379	7,335	7,335	11,365	54.9%	109,031	21,104	21,766	52,752	142.36%	0	0	662	0.0%
October	28,982	9,269	9,269	16,333	76.2%	21,044	6,834	6,834	12,439	82.0%	15,563	7,535	7,535	11,258	49.4%	50,026	16,103	16,103	28,772	78.67%				
November	24,776	7,594		0	0.0%	20,300	6,189		0	0.0%	15,682	6,388		0	0.0%	45,076	13,783		0.00%					
December	28,935	5,293		0	0.0%	26,238	5,011		0	0.0%	15,994	5,246		0	0.0%	55,173	10,304	0	0	0.00%				
YTD	539,609	156,731	143,844	165,973	15.4%	422,326	145,251	134,051	139,883	4.4%	198,004	101,486	89,852	88,472	-1.5%	984,266	303,934	280,509	314,351	12.1%	0	0	4,265	0.0%

	Route 5 Canmore					Route 4 Cave and Basin					Route 8X (Express Lake Louise - Banff Regional)					Roam TOTAL Ridership (Not incl. Onlt or Parking Shuttles)					On-It (Calgary Regional)					
Month	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	2019	2020	2020 YTD	2021	% Change	
January	10,225	14,620	14,620	6,204	-57.6%						4,053	7,617	7,617	1,117	-85.34%	86,034	99,419	99,419	22,284	-77.6%						
February	8,913	14,327	14,327	6,700	-53.2%						2,920	5,913	5,913	1,017	-82.80%	80,982	93,939	93,939	25,771	-72.6%						
March	9,759	9,323	9,323	8,650	-7.2%						3,310	4,187	4,187	1,438	-65.66%	89,868	63,623	63,623	34,441	-45.9%						
April	9,144	2,506	2,506	7,360	193.7%						2,926	1,088	1,187	1,146	-3.45%	76,871	13,048	13,147	25,640	95.0%						
May	10,769	3,322	3,322	6,759	103.5%	1,147	0	0	60	0.0%	5,634	1,585	1,585	1,516	-4.35%	120,779	17,428	18,378	26,653	45.0%	1,271				0.0%	
June	12,852	3,619	3,619	8,250	128.0%	4,002	61	61	535	777.0%	15,224	1,446	1,446	3,454	138.87%	180,155	22,567	27,597	50,097	81.5%	3,846		244	244	930	281.1%
July	14,183	5,726	5,726	7,581	32.4%	6,704	546	546	2,753	404.2%	24,544	4,150	4,150	10,637	156.31%	232,511	45,366	49,290	104,883	112.8%	4,847	1565	1,565	2,483	58.7%	
August	13,675	6,447	6,447	8,345	29.4%	7,332	1,019	1,019	3,438	237.4%	24,743	7,462	7,462	15,688	110.24%	237,528	59,513	63,205	129,985	105.7%	6,282	2134	2,134	3,623	69.8%	
September	12,348	6,119	6,119	8,621	40.9%	3,146	326	326	1,709	424.2%	15,154	3,961	3,961	8728	120.35%	165,538	41,963	42,222	87,042	106.2%	4,017	981	981	2,272	131.6%	
October	14,180	7,839	7,839	9,215	17.6%						5,581	1,747	1,747	3709	112.31%	86,305	34,179	34,616	52,954	53.0%						
November	13,841	7,305		0	0.0%						4,715	1,155		0	0.00%	79,314	28,631	0	0	0.0%						
December	13,526	5,592		0	0.0%						6,645	1,010		0	0.00%	91,338	22,152	0	0	0.0%						
YTD	143,415	86,745	73,848	77,685	5.2%	22,331	1,953	1,952	8,495	335.2%	115,449	41,321	39,255	48,450	23.42%	1,527,223	541,828	505,435	559,751	10.75%	20,263	4,924	4,924	9,308	89.0%	

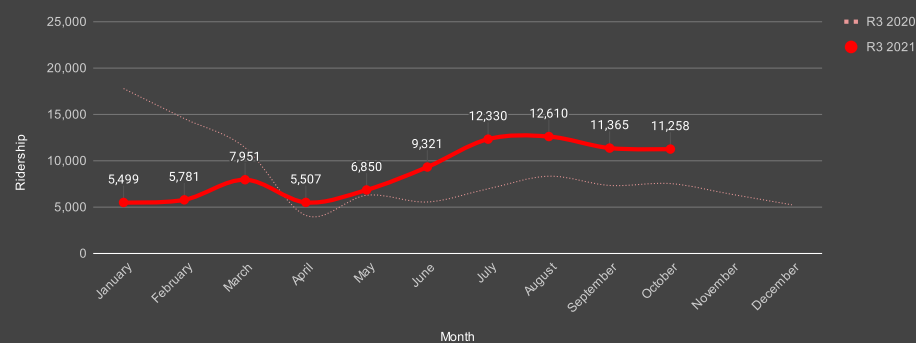
Year to Date % Ridership Change - Comparing 2020 to 2021



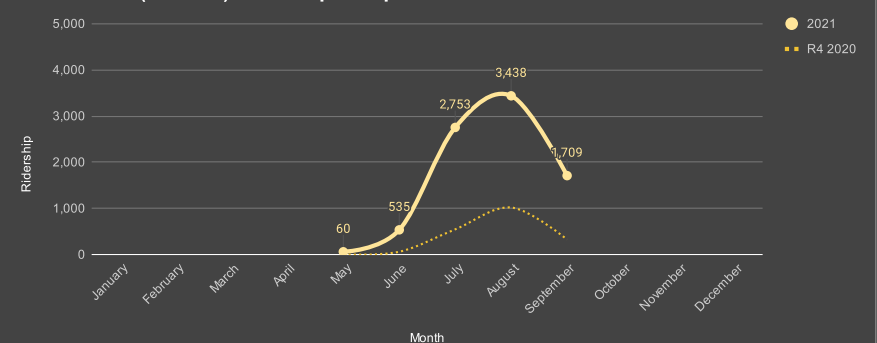
Banff Local (Routes 1 and 2) Ridership Comparison

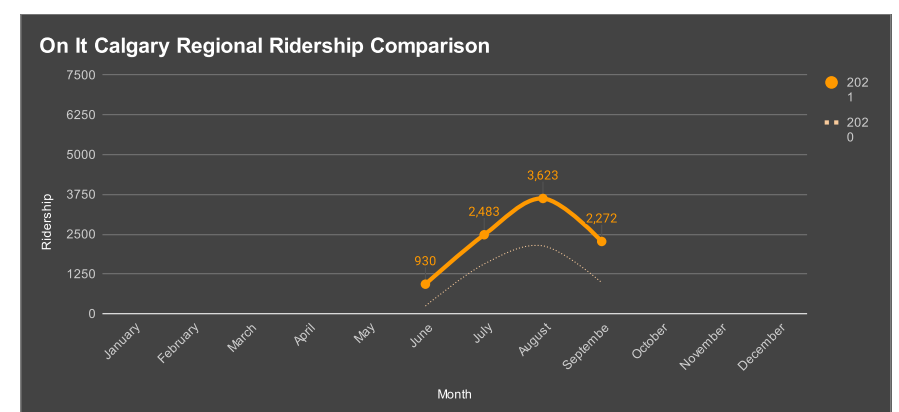
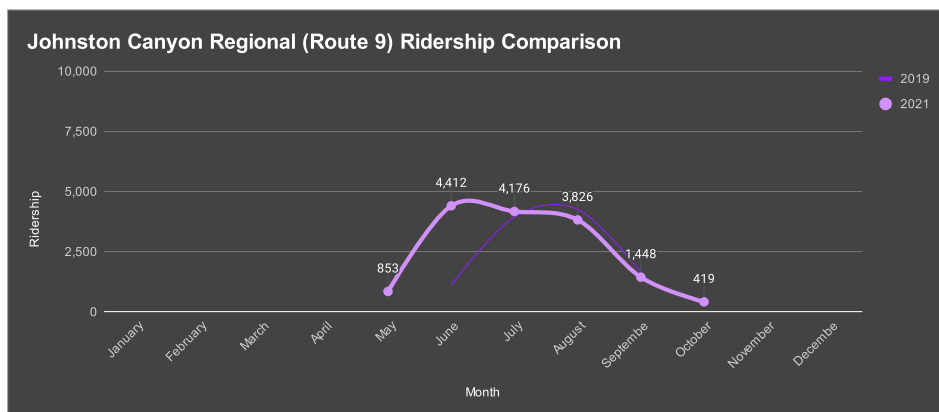
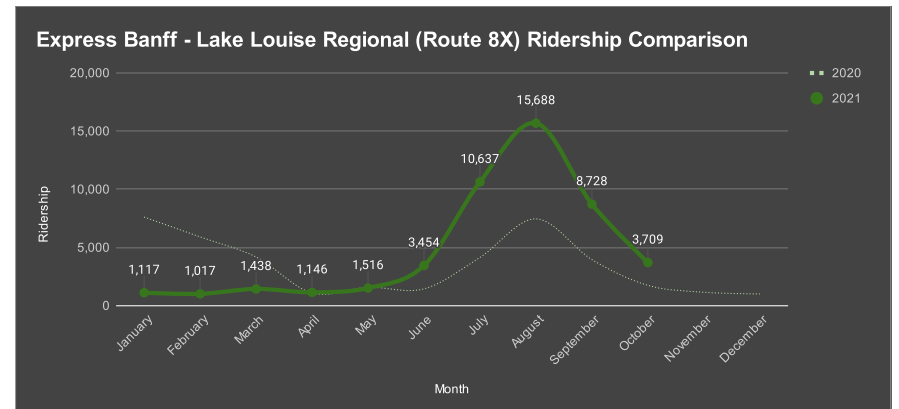
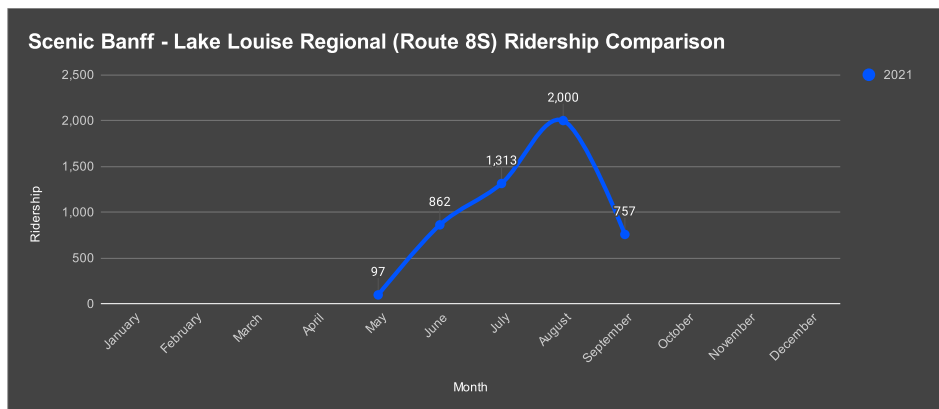
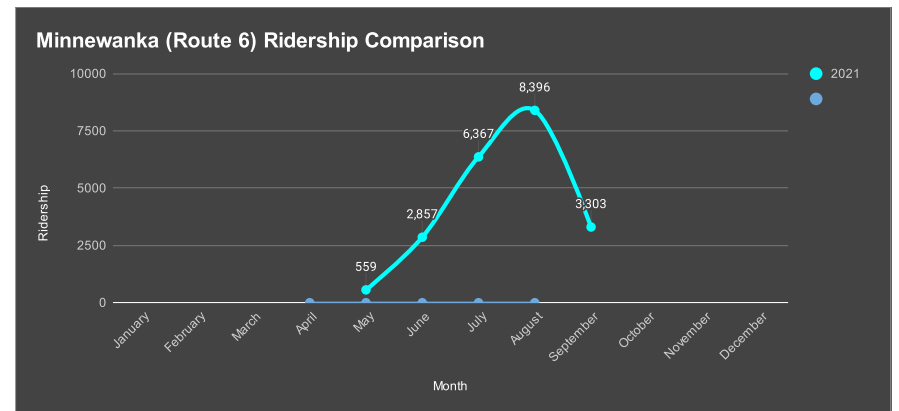
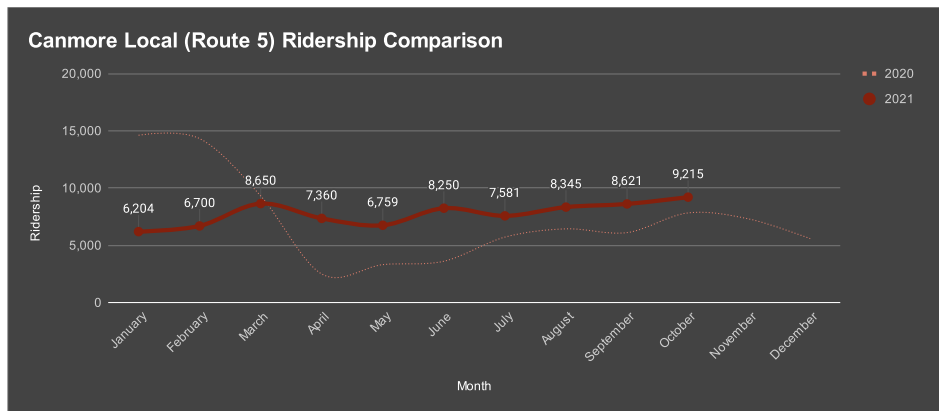


Canmore - Banff Regional (Route 3) Ridership Comparison

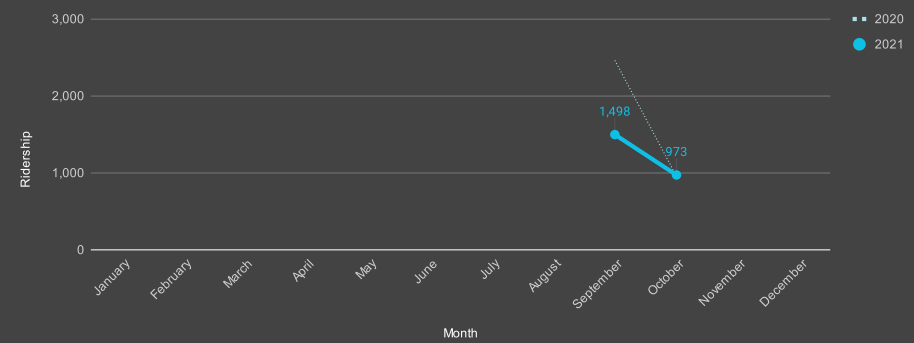


Banff Local (Route 4) Ridership Comparison





Moraine Lake Express (Route 10) Ridership Comparison



WHAT'S NEW!

NEW BUSINESS

Bow Valley *Regional* Transit Services Commission



2021 3rd Quarter Financial Report

Bow Valley *Regional* Transit Services Commission

Summary of financial and budget activity by monthly board meeting

Month	Financial/budget activity
January	<i>No financial activity in board meeting</i>
February	<i>No financial activity in board meeting</i>
March	Internal - Presentation of Prior year financial results and financial reconciliation
	RFD: Approve reserve transfers
April	External - Presentation of Prior year Audited financial results from Avail Partners
May	Presentation of Q1 financial results
June	<i>No financial activity in board meeting</i>
July	<i>No financial activity in board meeting</i>
August	Presentation Q2 financial results
	Presentation of draft 3-year operating and 10-year capital budget
	Presentation of new service level requests for next year
	RFD: Approve draft budgets
	RFD: Approve new service level requests
September	Presentation of revised operating and capital budgets (incorporating any changes or NSLR from August meeting)
	RFD: approve proposed budgets
	Budgets posted for public review for 30 days
October	AGM
	Presentation of revised operating and capital budgets (incorporating any changes from public feedback or other requested changes from members)
	RFD: Approve proposed budgets
	RFD: Appointment of auditors for next year
November	Q3 financial results
December	<i>No financial activity in board meeting</i>

Bow Valley Regional Transit Services Commission

Q3 financial results

- Overall summary of results
- Jan – Sept 2021 budget vs actuals
- Jan – Sept 2021 – current year vs prior year
- Admin & route specific detailed budget vs actual – quarterly results
- KPI – all routes
- KPI route specific

Overall summary of results

Bow Valley Regional Transit Services Commission						
All routes - Actual vs budget vs Prior Year (PY)						
January - September 2021						
	Actual	Budget	Over/ under budget		PY Jan-Sep 2020	Difference from PY
Income						
Bus Pass Sales	605,657	273,176	332,481		277,121	328,535
Farebox Revenue	325,333	934,538	(609,205)		370,207	(44,874)
Grant Revenue	5,142	-	5,142		-	5,142
Interest Revenue	7,365	15,003	(7,638)		20,453	9,553
Marketing & Advertising Revenue	19,440	42,105	(22,665)		18,526	(24,980)
Other Income	1,592	1,971	(379)		4,687	(12,352)
Partner Programs	189,122	260,367	(71,245)		154,468	(168,225)
Recoveries - Operating (non-members)	1,105,357	1,032,412	72,945		793,895	62,366
Requisitions - Operating	1,958,324	2,102,048	(143,724)		2,159,502	495,431
Total Income	4,217,331	4,661,620	(444,289)		3,798,860	650,596
Gross Profit						
Expenses						
Advertising & Marketing Expenses	33,516	94,066	(60,550)		36,136	(56,280)
Contracted Services / Professional Fees	192,010	168,311	23,699		185,013	(11,754)
Fuel Expense	407,301	487,416	(80,115)		280,661	(187,997)
General Operating Expenses	94,443	86,147	8,296		74,705	8,584
Infrastructure Maintenance	25,914	27,329	(1,415)		10,937	(9,337)
Insurance Expense	67,918	73,294	(5,376)		62,768	12,081
Software Fees & Licences	112,077	135,032	(22,955)		105,219	4,101
Training, Travel & Meals	10,106	25,948	(15,842)		9,696	(13,204)
Vehicle Expenses	789,403	839,588	(50,185)		639,906	61,606
Wages & Benefits	2,417,034	2,383,315	33,719		1,820,230	(482,186)
Total Expenses	4,149,722	4,320,446	(170,724)		3,225,271	(674,385)
Surplus / Deficiency Prior to Amortization	67,609	341,174	(273,565)		573,589	(505,980)
Other Expenses						
Amortization Expense	871,615	871,623	(8)		803,125	(301,640)
Net Revenue	(804,006)	(530,449)	(273,557)		(229,537)	(574,469)

REVENUE

Still a significant impact on revenues being felt in most routes from COVID 19 effects on ridership and revenues. Overall pass/farebox/partner revenues are \$1.12 million; down \$350,000 from budgeted amounts and up \$320,000 from prior year amounts.

Bus pass sales includes ticket vending machines and reservations system revenues. Customers are purchasing through alternative means instead of paying on the bus that is why pass sales are over budget and farebox revenues are under budget.

Advertising revenues are down approximately \$22,000 from budget. Advertising interest only started again from May onwards, so we expect to an increase in these revenues in the remainder of the year, but still anticipate being under budget by year end.

Non-member recoveries are over budget due to Early bird moraine shuttle, and On-it that were not included in the budget.

Overall member recoveries are consistent with budget amounts except for the Route 8 10pm departure, the intercept park n' ride, and On-it which were not included in the budget. ID#9 requisitions for summer LL routes will be allocated at year end rather than quarterly as per budget.

EXPENSES

Overall operating expenses are \$4.15 million down \$170,000 from budgeted amounts and up \$674,000 from prior year amounts. Prior year there was a large cutback in service hours resulting in savings for vehicle expenses, wages and fuel due to COVID 19 impacts on demand and summer routes not operating.

Advertising and marketing expenses have increased in the lead up to summer, but still much less than budgeted amounts.

Contracted services are over budget. This includes contract payments for On-it which was not budgeted, so excluding On-it payments contract services are below budget. Bush washing wages for the new cleaning crew were budgeted in this line item, but actual expenses have been posted to the wages & benefits section. Also, there is no longer any security on the routes, and to date none of the contract contingency has been utilized.

Fuel expense is down from budget by \$80,000 but is based on actual usage. Electricity usage for the electric bus chargers has started to be allocated here. We expect some catch up expenses over the last quarter while we get into a routine of splitting out the meter costs and get caught up on the invoicing.

General operating expenses are over budget. Largely due transit storage utilities allocated in this section when they were budgeted in the vehicle expenses section. Transit storage building solar panels were not fully functional until the end of August, as such electrical costs were much larger than anticipated. Also bank fees are over budget by \$8,000 due to use of vending machines and reservation system and associated Moneris fees.

Software mostly consistent with budget except no spending on HR software yet. This was an \$8K budget item and will likely not occur until early 2022.

Travel, conferences, training, and meals are down approximately \$15,000 due to continued impact of COVID 19 on these types of expenses.

Vehicle expenses are under budget, mostly due to Town of Banff vehicle maintenance costs less than budget, and bus storage building utilities allocated to general expenses as mentioned above.

Overall, most wages are consistent with budgeted amounts. Except cleaner wages allocated here instead of contract expenses bring us \$85,000 over budget and driver wages are \$45,000 less than budget.

As mentioned previously intercept park n' ride and Moraine early bird shuttle were not included in budgeted amounts. Currently these 2 routes only have an allocation of direct costs for fuel, wages and vehicle maintenance. At year end there will be a cost allocation of administrative costs for each of these routes based on service hours to reflect the true costs of operating these routes. Routes are both in a surplus situation at the end of Q3, but additional costs will be allocated at the end of Q4.

SURPLUS/DEFICIENCY

All member routes are in a deficit position prior to amortization at the end of Q3. Although we have experienced cost savings compared to budget; the shortfall in fare revenue predictions is greater than the cost savings resulting in a deficit position. We anticipate continued cost savings throughout Q4, which will hopefully reduce the deficit amounts closer to budget predictions.

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 1/2) January - September 2021																	
	Administrative		Calgary-Banff		Intercept Lot Shuttle		Moraine early bird 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	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Income																		
Bus Pass Sales									32,988	19,004	28,343	20,137	243,862	159,079	698		-39	
Farebox Revenue									51,243	118,437	43,137	128,367	79,975	272,657	4,249	9,652		
Grant Revenue	324								721		797		1,015		78		1,134	
Interest Revenue	7,365	15,003																
Marketing & Advertising Revenue	747								4,627	12,497	4,792	12,158	3,763	9,042			2,378	8,408
Other Income	127								568	999	568	972						
Partner Programs									127,393	163,416	53,796	94,701	1,180	2,250				
Recoveries - Operating (non-members)	-28,869	-35,227	88,809				122,400		14,735	16,709	19,247	27,177			109,751	128,357		
Requisitions - Operating	322,908	322,908	68,827		62,000				334,023	334,023	296,546	296,546	225,422	225,422			513,795	513,795
Total Income	\$ 302,601	\$ 302,684	\$ 157,636	\$ -	\$ 62,000	\$ -	\$ 122,400	\$ -	\$ 566,297	\$ 665,085	\$ 447,225	\$ 580,058	\$ 555,216	\$ 668,450	\$ 114,776	\$ 138,009	\$ 517,268	\$ 522,203
Expenses																		
Advertising & Marketing Expenses	2,528	414							5,776	18,960	5,350	15,966	6,434	14,119	557	3,321	5,600	11,170
Contracted Services / Professional Fees	19,421	33,689	142,636						3,991	26,636	3,710	23,628	4,785	26,027	801	3,935	6,782	12,792
Fuel Expense	13				2,055		6,769		45,406	64,977	36,331	49,297	87,386	129,215	5,311	5,077	58,718	61,355
General Operating Expenses	36,301	39,681							10,375	8,625	8,902	7,904	11,085	9,686	1,429	442	5,736	5,510
Infrastructure Maintenance					403				5,721	5,295	5,804	5,339	3,201	2,541	539	1,020	1,031	5,748
Insurance Expense	5,680	5,967							9,986	11,659	7,503	9,390	7,008	6,364	1,926	1,744	7,751	7,100
Software Fees & Licences	6,195	17,063							15,002	17,208	13,749	16,607	14,044	13,806	3,879	6,010	12,243	11,641
Training, Travel & Meals	9,060	20,313							190	1,101	176	953	207	885	21	120	193	899
Vehicle Expenses	13,016	9,819			4,968		6,585		137,187	130,516	123,113	121,998	130,127	109,320	20,704	28,122	110,057	81,628
Wages & Benefits	174,483	175,738	7,500		23,107		31,663		345,247	380,107	316,277	328,976	350,316	356,487	64,810	73,418	347,523	324,360
Total Expenses	\$ 266,698	\$ 302,684	\$ 150,136	\$ -	\$ 30,532	\$ -	\$ 45,017	\$ -	\$ 578,882	\$ 665,084	\$ 520,915	\$ 580,058	\$ 614,592	\$ 668,450	\$ 99,976	\$ 123,209	\$ 555,633	\$ 522,203
Surplus / Deficiency Prior to Amortization	\$ 35,904	\$ -	\$ 7,500	\$ -	\$ 31,468	\$ -	\$ 77,383	\$ -	\$ (12,584)	\$ 1	\$ (73,690)	\$ -	\$ (59,376)	\$ -	\$ 14,800	\$ 14,800	\$ (38,364)	\$ -
Amortization Expense	41,058	41,066							150,003	149,999	141,615	141,619	67,950	67,918	14,800	14,800	81,756	81,754
Net Income	\$ (5,154)	\$ (41,066)	\$ 7,500	\$ -	\$ 31,468	\$ -	\$ 77,383	\$ -	\$ (162,587)	\$ (149,998)	\$ (215,305)	\$ (141,619)	\$ (127,326)	\$ (67,918)	\$ (0)	\$ -	\$ (120,120)	\$ (81,754)

Bow Valley Regional Transit Services Commission																	
All Routes - Actual vs Budget (pg 2/2)																	
January - September 2021																	
	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		TOTAL		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income																	
Bus Pass Sales	4,574				43,812	18,971	25,385	4,602	143,551	46,092	71,764	4,004	10,719	1,287	605,657	273,176	222%
Farebox Revenue	8,771	25,428			21,553	80,219	7,536	31,063	97,691	225,143	9,615	33,084	1,563	10,488	325,333	934,538	35%
Grant Revenue	107						81		801		84				5,142	0	
Interest Revenue															7,365	15,003	49%
Marketing & Advertising Revenue	378				1,042		328		957		428				19,440	42,105	46%
Other Income							165				165				1,592	1,971	81%
Partner Programs	6,753														189,122	260,367	73%
Recoveries - Operating (non-members)	295,142	349,915	28,869	35,227			106,572	114,646	252,316	261,176	85,985	109,976	10,400	24,456	1,105,357	1,032,412	107%
Requisitions - Operating					134,803	123,203		67,530	0	153,842		64,779			1,958,324	2,102,048	93%
Total Income	\$ 315,725	\$ 375,343	\$ 28,869	\$ 35,227	\$ 201,211	\$ 222,393	\$ 140,068	\$ 217,841	\$ 495,316	\$ 686,253	\$ 168,040	\$ 211,843	\$ 22,682	\$ 36,231	\$ 4,217,331	\$ 4,661,620	90%
Expenses																	
Advertising & Marketing Expenses	1,777	5,980			1,035	3,236	948	2,400	2,512	15,500	998	2,650		350	33,516	94,066	36%
Contracted Services / Professional Fees	2,232	9,290			2,122	8,690	1,255	4,571	3,212	14,743	972	4,210	92	100	192,010	168,311	114%
Fuel Expense	30,764	33,130			25,234	41,117	17,280	14,956	66,685	68,256	21,520	14,486	3,829	5,550	407,301	487,416	84%
General Operating Expenses	4,144	1,111	1,028		2,963	4,705	1,917	1,392	7,175	5,717	2,666	1,314	721	60	94,443	86,147	110%
Infrastructure Maintenance	1,544	2,087			327	1,998	2,547	589	1,960	2,011	2,623	551	215	150	25,914	27,329	95%
Insurance Expense	4,994	7,313	2,082	1,943	1,278	1,160	4,336	4,176	10,506	12,302	4,470	4,176	399		67,918	73,294	93%
Software Fees & Licences	8,302	11,610	2,622	3,749	4,429	3,538	6,505	7,710	17,764	18,270	6,783	7,710	561	110	112,077	135,032	83%
Training, Travel & Meals	51	300			88	652	26	200	71	300	23	215		10	10,106	25,948	39%
Vehicle Expenses	51,014	80,462	12,023	18,396	55,721	32,309	25,978	39,929	69,924	141,093	25,858	39,746	3,129	6,250	789,403	839,588	94%
Wages & Benefits	163,904	177,057			128,672	124,988	74,266	80,487	295,781	262,692	85,070	75,354	8,415	23,651	2,417,034	2,383,315	101%
Total Expenses	\$ 268,725	\$ 328,340	\$ 17,754	\$ 24,088	\$ 221,868	\$ 222,393	\$ 135,058	\$ 156,410	\$ 475,591	\$ 540,884	\$ 150,983	\$ 150,412	\$ 17,361	\$ 36,231	\$ 4,149,722	\$ 4,320,446	96%
Surplus / Deficiency Prior to Amortization	\$ 47,000	\$ 47,003	\$ 11,115	\$ 11,139	\$ (20,658)	\$ -	\$ 5,009	\$ 61,431	\$ 19,725	\$ 145,369	\$ 17,057	\$ 61,431	\$ 5,321	\$ -	\$ 67,609	\$ 341,174	
Amortization Expense	47,000	47,003	11,115	11,139	48,094	48,094	57,866	61,431	145,376	145,369	59,662	61,431	5,321		871,615	871,623	100%
Net Income	\$ (0)	\$ -	\$ -	\$ -	\$ (68,752)	\$ (48,094)	\$ (52,857)	\$ -	\$ (125,651)	\$ -	\$ (42,604)	\$ -	\$ -	\$ -	\$ (804,006)	\$ (530,449)	

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 1/2) January - September 2021																	
	Administrative		Calgary-Banff		Intercept Lot Shuttle		Moraine early bird		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	
	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)
INCOME																		
Bus Pass Sales									32,988	18,191	28,343	18,223	243,862	152,088	698	141	-39	-4,312
Farebox Revenue									51,243	48,810	43,137	46,422	79,975	128,961	4,249	881		-12
Grant Revenue	324								721		797		1,015		78		1,134	
Interest Revenue	7,365	20,453																
Marketing & Advertising Revenue	747								4,627	5,054	4,792	4,304	3,763	5,226			2,378	2,058
Other Income	127	205							568	1,087	568	1,307		116				1,202
Partner Programs									127,393	110,650	53,796	42,810	1,180	1,008				
Recoveries - Operating (non-members)	-28,869	-15,407	88,809	88,814			122,400		14,735	14,711	19,247	80,611			109,751	90,812		
Requisitions - Operating	322,908	312,744	68,827	8,881	62,000	62,000			334,023	374,970	296,546	374,020	225,422	195,986			513,795	462,684
Total Income	302,601	317,996	157,636	97,695	62,000	62,000	122,400	-	566,297	573,474	447,225	567,697	555,216	483,385	114,776	91,834	517,268	461,620
EXPENSES																		
Advertising & Marketing Expenses	2,528	87							5,776	5,842	5,350	4,887	6,434	6,006	557	1,031	5,600	8,872
Contracted Services / Professional Fees	19,421	31,018	142,636	90,195					3,991	11,515	3,710	10,667	4,785	10,043	801	906	6,782	12,447
Fuel Expense	13	2			2,055		6,769		45,406	37,597	36,331	38,717	87,386	84,216	5,311	3,848	58,718	49,234
General Operating Expenses	36,301	37,431							10,375	8,493	8,902	7,876	11,085	8,343	1,429	768	5,736	3,420
Infrastructure Maintenance					403				5,721	3,340	5,804	3,482	3,201	1,213	539	218	1,031	1,794
Insurance Expense	5,680	3,704							9,986	8,991	7,503	6,756	7,008	6,271	1,926	1,715	7,751	6,994
Software Fees & Licences	6,195	5,803							15,002	14,722	13,749	13,412	14,044	12,870	3,879	3,647	12,243	10,666
Training, Travel & Meals	9,060	6,626							190	723	176	584	207	330	21	107	193	302
Vehicle Expenses	13,016	484			4,968		6,585		137,187	123,054	123,113	134,637	130,127	98,914	20,704	26,672	110,057	85,868
Wages & Benefits	174,483	174,581	7,500	7,500	23,107		31,663		345,247	277,388	316,277	317,161	350,316	323,513	64,810	38,372	347,523	290,731
Total Expenses	266,698	259,736	150,136	97,695	30,532	-	45,017	-	578,882	491,666	520,915	538,178	614,592	551,720	99,976	77,282	555,633	470,328
Surplus / Deficiency Prior to Amortization	35,904	58,260	7,500	-	31,468	62,000	77,383	-	(12,584)	81,808	(73,690)	29,519	(59,376)	(68,335)	14,800	14,552	(38,364)	(8,707)
Amortization Expense	41,058	18,678							150,003	76,712	141,615	76,825	67,950	83,320	14,800	21,504	81,756	83,643
Net Income	(5,154)	39,581	7,500	-	31,468	62,000	77,383	-	(162,587)	5,097	(215,305)	(47,305)	(127,326)	(151,654)	-	(6,953)	(120,120)	(92,350)

<div> <div>Bow Valley Regional Transit Services Commission</div> <div>All Routes - Actual vs Prior Year (pg 2/2)</div> <div>January - September 2021</div> </div>																	
	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		TOTAL		
	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Jan - Sept, 2021	Jan - Sept, 2020 (PY)	Change
INCOME																	
Bus Pass Sales	4,574			8	43,812	35,158	25,385		143,551	54,617	71,764	-4	10,719	3,012	605,657	277,121	328,535
Farebox Revenue	8,771	-123		2,678	21,553	85,282	7,536	-50	97,691	47,290	9,615	-25	1,563	10,092	325,333	370,207	-44,874
Grant Revenue	107						81		801		84				5,142	0	5,142
Interest Revenue															7,365	20,453	-13,088
Marketing & Advertising Revenue	378			373	1,042	1,311	328	0	957	200	428				19,440	18,526	913
Other Income		116					165	83			165	570			1,592	4,687	-3,095
Partner Programs	6,753														189,122	154,468	34,654
Recoveries - Operating (non-members)	295,142	102,146	28,869	66,585			106,572	58,074	252,316	231,035	85,985	59,305	10,400	17,209	1,105,357	793,895	311,462
Requisitions - Operating					134,803	149,118		48,020	0	137,935		33,144			1,958,324	2,159,502	-201,179
Total Income	315,725	102,140	28,869	69,644	201,211	270,869	140,068	106,127	495,316	471,077	168,040	92,990	\$ 22,682	\$ 30,313	\$ 4,217,331	\$ 3,798,860	\$ 418,471
EXPENSES																	0
Advertising & Marketing Expenses	1,777	950		1,296	1,035	2,219	948	534	2,512	3,734	998	630		48	33,516	36,136	-2,620
Contracted Services / Professional Fees	2,232	2,278		1,387	2,122	5,861	1,255	993	3,212	6,741	972	943	92	21	192,010	185,013	6,997
Fuel Expense	30,764			3,341	25,234	32,798	17,280		66,685	26,716	21,520		3,829	4,193	407,301	280,661	126,640
General Operating Expenses	4,144	1,161	1,028	1,007	2,963	1,936	1,917	492	7,175	3,130	2,666	479	721	168	94,443	74,705	19,737
Infrastructure Maintenance	1,544				327	93	2,547		1,960	350	2,623	0	215	447	25,914	10,937	14,978
Insurance Expense	4,994	4,452	2,082	1,912	1,278	1,145	4,336	4,106	10,506	12,129	4,470	4,106	399	487	67,918	62,768	5,151
Software Fees & Licences	8,302	6,954	2,622	3,478	4,429	4,260	6,505	6,219	17,764	16,227	6,783	6,211	561	751	112,077	105,219	6,857
Training, Travel & Meals	51	261		95	88	222	26	110	71	228	23	108			10,106	9,696	410
Vehicle Expenses	51,014	32,816	12,023	8,830	55,721	49,052	25,978	13,627	69,924	49,184	25,858	13,380	3,129	3,389	789,403	639,906	149,496
Wages & Benefits	163,904	7,056		37,348	128,672	122,378	74,266	7,996	295,781	192,945	85,070	7,914	8,415	15,347	2,417,034	1,820,230	596,804
Total Expenses	268,725	55,929	17,754	58,694	221,868	219,962	135,058	34,078	475,591	311,383	150,983	33,771	\$ 17,361	\$ 24,850	\$ 4,149,722	\$ 3,225,271	\$ 924,451
Surplus / Deficiency Prior to Amortization	47,000	46,211	11,115	10,949	(20,658)	50,907	5,009	72,049	19,725	159,694	17,057	59,219	\$ 5,321	\$ 5,463	\$ 67,609	\$ 573,589	\$ (505,980)
Amortization Expense	47,000	48,407	11,115	12,511	48,094	20,292	57,866	72,705	145,376	210,361	59,662	72,705	5,321	5,463	871,615	803,125	
Net Income	(0)	(2,195)	-	(1,562)	(68,752)	30,615	(52,857)	(656)	(125,651)	(50,667)	(42,604)	(13,486)	-	-	\$ (804,006)	\$ (229,537)	(574,469)

Bow Valley Regional Transit Services Commission Administrative												
	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Grant Revenue							324			324	-	
Interest Revenue	2,333	5,001	47%	2,768	5,001	55%	2,265	5,001	45%	7,365	15,003	49%
Marketing & Advertising Revenue	187			280			280			747	-	
Other Income	14			100			12			127		
Recoveries - Operating (non-members)	-8,249	-11,743	70%	(9,165)	(11,742)	78%	(11,455)	(11,742)	98%	(28,869)	(35,227)	82%
Requisitions - Operating	126,177	126,177	100%	105,990	105,990	100%	90,741	90,741	100%	322,908	322,908	100%
Total Income	\$ 120,461	\$ 119,435	101%	99,973	99,249	101%	82,167	84,000	98%	302,601	302,684	100%
Expenses												
Advertising & Marketing Expenses	599	138	434%	1,649	138	1195%	280	138	203%	2,528	414	611%
Contracted Services / Professional Fees	10,970	19,553	56%	4,660	7,068	66%	3,792	7,068	54%	19,421	33,689	58%
Fuel expense	2			-			11			13		
General Operating Expenses	10,461	13,227	79%	11,968	13,227	90%	13,872	13,227	105%	36,301	39,681	91%
Insurance Expense	1,497	1,989	75%	2,289	1,989	115%	1,893	1,989	95%	5,680	5,967	95%
Software Fees & Licences	1,840	3,021	61%	2,523	11,021	23%	1,832	3,021	61%	6,195	17,063	36%
Training, Travel & Meals	2,259	6,771	33%	4,094	6,771	60%	2,707	6,771	40%	9,060	20,313	45%
Vehicle Expenses	671	3,273	20%	69	3,273	2%	12,277	3,273	375%	13,016	9,819	133%
Wages & Benefits	73,294	71,463	103%	58,251	55,762	104%	42,938	48,513	89%	174,483	175,738	99%
Total Expenses	101,593	119,435	85%	85,503	99,249	86%	79,602	84,000	95%	266,698	302,684	88%
Surplus / Deficiency Prior to Amortization	18,869	-		14,470	-		2,564	-		35,904	-	
Amortization Expense	13,686	13,688	100%	13,686	13,689	100%	13,686	13,689	100%	41,058	41,066	100%
Net Income	5,183	(13,688)		784	(13,689)		(11,122)	(13,689)		(5,154)	(41,066)	

1) Alberta job grant for summer customer service wages.

2) Interest earned is split between operating cash and deferred capital contributions. Larger amount in current year allocated to deferred capital.

3) Non-member allocation for route 7

4) Advertising above budget, includes promotion backpacks and postcards.

5) Contracted Services are below budget. Accounting fees were budgeted in admin, but split across routes. And no contract contingency spending.

6) Budget for 8K for HR software, no spending yet.

7) Minimal travel, meals and memberships paid to date.

8) Lion electric bus budgeted in admin for the current year, but will not be delivered till 2022. Also \$12K of expenses in admin for fixing 2nd wash bay incident. 1st was claimed under insurance.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales	5,204	6,145	85%	5,299	5,664	94%	22,484	7,195	312%	32,988	19,004	174%
Farebox Revenue	4,092	26,073	16%	5,982	30,283	20%	41,169	62,081	66%	51,243	118,437	43%
Grant Revenue							721			721	-	
Marketing & Advertising Revenue	577	2,741	21%	1,687	3,615	47%	2,362	6,141	38%	4,627	12,497	37%
Other Income	130	218	60%		289	0%	438	492	89%	568	999	57%
Partner Programs	31,518	40,854	77%	31,908	40,854	78%	63,967	81,708	78%	127,393	163,416	78%
Recoveries - Operating (non-members)	4,912	5,573	88%	4,912	5,568	88%	4,912	5,568		14,735	16,709	88%
Requisitions - Operating	70,776	70,776	100%	122,912	122,912	100%	140,335	140,335	100%	334,023	334,023	100%
Total Income	117,208	152,380	77%	172,700	209,185	83%	276,388	303,520	91%	566,297	665,085	85%
Expenses												
Advertising & Marketing Expenses	1,087	4,403	25%	2,020	5,579	36%	2,669	8,978	30%	5,776	18,960	30%
Contracted Services / Professional Fees	1,396	3,960	35%	1,373	8,947	15%	1,222	13,729	9%	3,991	26,636	15%
Fuel Expense	9,849	16,694	59%	15,351	18,922	81%	20,206	29,361	69%	45,406	64,977	70%
General Operating Expenses	1,639	1,890	87%	2,398	2,497	96%	6,338	4,238	150%	10,375	8,625	120%
Infrastructure Maintenance	99	1,163	8%	3,897	1,531	255%	1,724	2,601	66%	5,721	5,295	108%
Insurance Expense	3,329	3,889	86%	3,329	3,885	86%	3,329	3,885	86%	9,986	11,659	86%
Software Fees & Licences	4,739	5,515	86%	4,718	5,795	81%	5,545	5,898	94%	15,002	17,208	87%
Training, Travel & Meals	32	238	14%	31	319	10%	127	544	23%	190	1,101	17%
Vehicle Expenses	32,252	28,237	114%	43,663	43,938	99%	61,272	58,341	105%	137,187	130,516	105%
Wages & Benefits	72,448	86,391	84%	86,879	117,870	74%	185,920	175,846	106%	345,247	380,107	91%
Total Expenses	126,870	152,380	83%	163,659	209,283	78%	288,353	303,421	95%	578,882	665,084	87%
Surplus / Deficiency Prior to Amortization	(9,661)	-		9,041	(98)		(11,964)	99		(12,584)	1	
Amortization Expense	50,001	49,997	100%	50,001	50,001	100%	50,001	50,001	100%	150,003	149,999	100%
Net Income	(59,662)	(49,997)		(40,960)	(50,099)		(61,965)	(49,902)		(162,587)	(149,998)	

1) Pass sales/farebox revenue/partner program revenue are down from budget due to continued impacts of COVID on ridership. Also Pass sales includes vending machines and token transit, overall move from purchasing tickets on the bus to other methods due to removing change vouchers. Pass sales above budget due to this.

2) Alberta job grant for summer customer service wages.

3) Still reduced Advertising and Marketing activity (both revenue and expenses) compared to budget

4) Bus washing wages budgeted here, but in wages section. Also no security.

5) Fuel expenses less than budget but based on actual expense incurred.

6) All wages (except customer service wages) lower than budget. But based on actual expenses incurred.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales	5,219	6,145	85%	5,358	6,182	87%	17,766	7,810	227%	28,343	20,137	141%
Farebox Revenue	5,393	23,950	23%	7,499	34,690	22%	30,244	69,727	43%	43,137	128,367	34%
Grant Revenue							797			797	-	
Marketing & Advertising Revenue	577	3,072	19%	1,697	3,668	46%	2,517	5,418	46%	4,792	12,158	39%
Other Income	130	243	53%		294	0%	438	435	101%	568	972	58%
Partner Programs	12,675	23,676	54%	12,817	23,676	54%	28,304	47,349	60%	53,796	94,701	57%
Recoveries - Operating (non-members)	6,416	0		6,416	10,192	63%	6,416	16,985	38%	19,247	27,177	71%
Requisitions - Operating	92,722	92,722	100%	108,266	108,266	100%	95,558	95,558	100%	296,546	296,546	100%
Total Income	123,132	149,808	82%	142,053	186,968	76%	182,039	243,282	75%	447,225	580,058	77%
Expenses												
Advertising & Marketing Expenses	1,057	4,193	25%	1,924	4,881	39%	2,369	6,892	34%	5,350	15,966	34%
Contracted Services / Professional Fees	1,420	4,132	34%	1,330	8,359	16%	960	11,137	9%	3,710	23,628	16%
Fuel Expense	9,194	13,818	67%	12,738	14,678	87%	14,399	20,801	69%	36,331	49,297	74%
General Operating Expenses	1,639	1,999	82%	2,374	2,384	100%	4,889	3,521	139%	8,902	7,904	113%
Infrastructure Maintenance	161	1,363	12%	3,918	1,617	242%	1,724	2,359	73%	5,804	5,339	109%
Insurance Expense	2,501	3,132	80%	2,501	3,129	80%	2,501	3,129	80%	7,503	9,390	80%
Software Fees & Licences	4,689	5,608	84%	4,385	5,510	80%	4,675	5,489	85%	13,749	16,607	83%
Training, Travel & Meals	33	239	14%	30	288	11%	113	426	27%	176	953	18%
Vehicle Expenses	32,751	29,053	113%	40,522	41,786	97%	49,840	51,159	97%	123,113	121,998	101%
Wages & Benefits	80,389	86,271	93%	90,825	104,334	87%	145,063	138,371	105%	316,277	328,976	96%
Total Expenses	133,834	149,808	89%	160,548	186,966	86%	226,533	243,284	93%	520,915	580,058	90%
Surplus / Deficiency Prior to Amortization	(10,701)	-		(18,495)	2		(44,494)	(2)		(73,690)	-	
Amortization Expense	47,205	47,209	100%	47,205	47,205	100%	47,205	47,205	100%	141,615	141,619	100%
Net Income	(57,906)	(47,209)		(65,700)	(47,203)		(91,699)	(47,207)		(215,305)	(141,619)	

1) Pass sales/farebox revenue/partner program revenue are down from budget due to continued impacts of COVID on ridership. Also Pass sales includes vending machines and token transit, overall move from purchasing tickets on the bus to other methods due to removing change vouchers. Pass sales above budget due to this.

2) Alberta job grant for summer customer service wages.

3) Still reduced Advertising and Marketing activity (both revenue and expenses) compared to budget

4) Bus washing wages budgeted here, but in wages section. Also no security.

5) Fuel expenses less than budget but based on actual expense incurred.

6) All wages (except customer service wages) lower than budget. But based on actual expenses incurred.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales	56,268	46,723	120%	69,233	53,076	135%	118,361	59,280	200%	243,862	159,079	153%
Farebox Revenue	15,771	61,391	26%	19,544	85,651	23%	44,660	125,615	36%	79,975	272,657	29%
Grant Revenue							1,015			1,015	-	
Marketing & Advertising Revenue	495	2,631	19%	1,556	2,915	53%	1,712	3,496	49%	3,763	9,042	42%
Partner Programs	292	750	39%	344	750	46%	544	750	73%	1,180	2,250	52%
Requisitions - Operating	94,002	94,002	100%	82,688	82,688	100%	48,732	48,732	100%	225,422	225,422	100%
Total Income	166,827	205,497	81%	173,365	225,080	77%	215,024	237,873	90%	555,216	668,450	83%
Expenses												
Advertising & Marketing Expenses	2,325	4,199	55%	2,035	4,576	44%	2,073	5,344	39%	6,434	14,119	46%
Contracted Services / Professional Fees	1,988	6,298	32%	1,768	9,787	18%	1,029	9,942	10%	4,785	26,027	18%
Fuel Expense	21,077	37,988	55%	22,093	45,054	49%	44,216	46,173	96%	87,386	129,215	68%
General Operating Expenses	2,422	2,819	86%	3,405	3,125	109%	5,258	3,742	141%	11,085	9,686	114%
Infrastructure Maintenance	1,270	743	171%	1,620	821	197%	311	977	32%	3,201	2,541	126%
Insurance Expense	2,336	2,116	110%	2,336	2,124	110%	2,336	2,124	110%	7,008	6,364	110%
Software Fees & Licences	4,773	4,578	104%	4,539	4,590	99%	4,732	4,638	102%	14,044	13,806	102%
Training, Travel & Meals	42	257	16%	38	284	13%	128	344	37%	207	885	23%
Vehicle Expenses	41,614	30,022	139%	47,380	37,724	126%	41,133	41,574	99%	130,127	109,320	119%
Wages & Benefits	100,922	116,477	87%	110,027	116,996	94%	139,366	123,014	113%	350,316	356,487	98%
Total Expenses	178,770	205,497	87%	195,241	225,081	87%	240,581	237,872	101%	614,592	668,450	92%
Surplus / Deficiency Prior to Amortization	(11,942)	-		(21,876)	(1)		(25,557)	1 -25556.82		(59,376)	-	
Amortization Expense	22,650	22,642	100%	22,650	22,638	100%	22,650	22,638	100%	67,950	67,918	100%
Net Income	(34,592)	(22,642)		(44,526)	(22,639)		(48,207)	(22,637)		(127,326)	(67,918)	

1) Pass sales/farebox revenue/partner program revenue are down from budget due to continued impacts of COVID on ridership. Also Pass sales includes vending machines and token transit, overall move from purchasing tickets on the bus to other methods due to removing change vouchers. Pass sales above budget due to this.

2) Alberta job grant for summer customer service wages.

3) Still reduced Advertising and Marketing activity (both revenue and expenses) compared to budget

4) Bus washing wages budgeted here, but in wages section. Also no security.

5) Fuel expenses less than budget but based on actual expense incurred.

6) Vehicle expenses above budget. Current year allocation based on service hours.

7) All wages (except customer service wages) lower than budget. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission Route 4 - Cave & Basin

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income													
Bus Pass Sales				57			641			698	-		1
Farebox Revenue				243	2,371	10%	4,006	7,281	55%	4,249	9,652	44%	1
Grant Revenue							78			78	-		2
Recoveries - Operating (non-members)	3,485	10,296	34%	35,990	44,849	80%	70,276	73,212	96%	109,751	128,357	86%	3
Total Income	3,485	10,296	34%	36,290	47,220	77%	75,001	80,493	93%	114,776	138,009	83%	
Expenses													
Advertising & Marketing Expenses	29	133	22%	136	951	14%	392	2,237	18%	557	3,321	17%	4
Contracted Services / Professional Fees	453			114	1,325	9%	234	2,610	9%	801	3,935	20%	5
Fuel Expense				2,340	1,697	138%	2,970	3,380	88%	5,311	5,077	105%	
General Operating Expenses				107	126	85%	1,322	316	418%	1,429	442	323%	6
Infrastructure Maintenance				518	288	180%	22	732	3%	539	1,020	53%	
Insurance Expense				722	654	110%	1,204	1,090	110%	1,926	1,744	110%	
Software Fees & Licences				1,431	2,206	65%	2,448	3,804	64%	3,879	6,010	65%	
Training, Travel & Meals				5	36	13%	16	84	20%	21	120	18%	
Vehicle Expenses	3,000	3,000	100%	5,748	8,416	68%	11,956	16,706	72%	20,704	28,122	74%	7
Wages & Benefits	297	7,163	4%	19,327	25,971	74%	45,186	40,284	112%	64,810	73,418	88%	8
Total Expenses	3,778	10,296	37%	30,447	41,670	73%	65,751	71,243	92%	99,976	123,209	81%	
Surplus / Deficiency Prior to Amortization	(293)	-		5,843	5,550		9,250	9,250		14,800	14,800		
Amortization Expense				5,550	5,550	100%	9,250	9,250	100%	14,800	14,800	100%	
Net Income	(293)	-		293	-		-	-		0	-		

1) Pass sales/farebox revenue/partner program revenue are down from budget due to continued impacts of COVID on ridership.

2) Alberta job grant for summer customer service wages.

3) Recoveries based on actual expenses.

4) Still reduced Advertising and Marketing activity compared to budget

5) Bus washing wages budgeted here, but in wages section. Also no security.

6) Includes allocation for transit storage office and share of utilities that was budgeted in vehicle expenses

7) Vehicle expenses less than budget. Current year allocation based on service hours.

8) All wages lower than budget. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission Route 5 - Canmore Local												
	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales	-6						(33)			(39)	-	
Grant Revenue							1,134			1,134	-	
Marketing & Advertising Revenue	495	2,790	18%	742	2,791	27%	1,142	2,827	40%	2,378	8,408	28%
Requisitions - Operating	177,672	177,672	100%	170,608	170,608	100%	165,515	165,515	100%	513,795	513,795	100%
Total Income	178,161	180,462	99%	171,350	173,399	99%	167,758	168,342	100%	517,268	522,203	99%
Expenses												
Advertising & Marketing Expenses	2,296	3,710	62%	1,629	3,709	44%	1,675	3,751	45%	5,600	11,170	50%
Contracted Services / Professional Fees	2,626	6,051	43%	2,572	3,900	66%	1,584	2,841	56%	6,782	12,792	53%
Fuel Expense	20,334	22,633	90%	19,599	19,575	100%	18,785	19,147	98%	58,718	61,355	96%
General Operating Expenses	639	1,836	35%	1,525	1,826	84%	3,571	1,848	193%	5,736	5,510	104%
Infrastructure Maintenance	63	1,910	3%		1,907	0%	969	1,931	50%	1,031	5,748	18%
Insurance Expense	2,584	2,366	109%	2,584	2,367	109%	2,584	2,367	109%	7,751	7,100	109%
Software Fees & Licences	4,411	3,881	114%	3,994	3,878	103%	3,838	3,882	99%	12,243	11,641	105%
Training, Travel & Meals	41	299	14%	36	299	12%	115	301	38%	193	899	21%
Vehicle Expenses	36,800	27,138	136%	37,527	27,132	138%	35,730	27,358	131%	110,057	81,628	135%
Wages & Benefits	115,107	110,638	104%	117,439	108,806	108%	114,977	104,916	110%	347,523	324,360	107%
Total Expenses	184,901	180,462	102%	186,904	173,399	108%	183,827	168,342	109%	555,633	522,203	106%
Surplus / Deficiency Prior to Amortization	(6,741)	-		(15,555)	-		(16,069)	-		(38,364)	-	
Amortization Expense	27,252	27,250	100%	27,252	27,252	100%	27,252	27,252	100%	81,756	81,754	100%
Net Income	(33,993)	(27,250)		(42,807)	(27,252)		(43,321)	(27,252)		(120,120)	(81,754)	

Route 5 - approximately 1,300 more service hours than budget.

- 1) Alberta job grant for summer customer service wages.
- 2) Still reduced Advertising and Marketing activity (both revenue and expenses) compared to budget
- 3) Bus washing less than budget and no security.
- 4) Minimal infrastructure expenses compared to budget.
- 5) Vehicle expenses above budget. Current year allocation based on service hours.
- 6) All wages over budget due to increased service hours. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission Route 6 - Lake Minnewanka												
	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales	-			973			3,601			4,574	-	
Farebox Revenue				2,532	7,375	34%	6,239	18,053	35%	8,771	25,428	34%
Grant Revenue							107			107	-	
Marketing & Advertising Revenue				55			323			378	-	
Partner Programs							6,753			6,753	-	
Recoveries - Operating (non-members)	7,309	24,253	30%	94,625	119,706	79%	193,208	205,956	94%	295,142	349,915	84%
Total Income	7,309	24,253	30%	98,185	127,081	77%	210,231	224,009	94%	315,725	375,343	84%
Expenses												
Advertising & Marketing Expenses	84	300	28%	341	1,860	18%	1,352	3,820	35%	1,777	5,980	30%
Contracted Services / Professional Fees	1,356			261	3,206	8%	615	6,084	10%	2,232	9,290	24%
Fuel Expense				7,444	10,903	68%	23,320	22,227	105%	30,764	33,130	93%
General Operating Expenses				289	341	85%	3,855	770	501%	4,144	1,111	373%
Infrastructure Maintenance				653	645	101%	892	1,442	62%	1,544	2,087	74%
Insurance Expense				1,873	2,743	68%	3,121	4,570	68%	4,994	7,313	68%
Software Fees & Licences				2,960	4,320	69%	5,341	7,290	73%	8,302	11,610	72%
Training, Travel & Meals				7	94	7%	44	206	22%	51	300	17%
Vehicle Expenses	6,000	9,000	67%	14,534	25,518	57%	30,480	45,944	66%	51,014	80,462	63%
Wages & Benefits	745	14,953	5%	51,323	59,826	86%	111,836	102,278	109%	163,904	177,057	93%
Total Expenses	8,185	24,253	34%	79,684	109,456	73%	180,856	194,631	93%	268,725	328,340	82%
Surplus / Deficiency Prior to Amortization	(876)	-		18,501	17,625	1.0497	29,375	29,378	0.9999	47,000	47,003	0.99994
Amortization Expense				17,625	17,625	100%	29,375	29,378	100%	47,000	47,003	100%
Net Income	(876)	-		876	-		-	-		0	-	

1) Pass sales/farebox revenue/partner program revenue are down from budget due to continued impacts of COVID on ridership.

2) Alberta job grant for summer customer service wages.

3) Pursuit program for passes for boat tour guests.

4) Recoveries based on actual expenses.

5) Still reduced Advertising and Marketing activity compared to budget

6) Bus washing wages budgeted here, but in wages section. Also no security.

7) Includes allocation for transit storage office and share of utilities that was budgeted in vehicle expenses

8) Vehicle Expenses included allocation for 3rd bus on Minnewnka route. Only 2 buses were allocated for Q1 and 2. Q3 based on service hours.

9) All wages lower than budget. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission **Route 7 - Banff Centre**

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Recoveries - Operating (non-members)	8,249	11,743	70%	9,165	11,742	78%	11,455	11,742	98%	28,869	35,227	82%
Total Income	8,249	11,743	70%	9,165	11,742	78%	11,455	11,742	98%	28,869	35,227	82%
Expenses												
General Operating Expenses							1,028			1,028	-	
Insurance Expense	694	653	106%	694	645	108%	694	645	108%	2,082	1,943	107%
Software Fees & Licences	850	1,247	68%	875	1,251	70%	897	1,251	72%	2,622	3,749	70%
Vehicle Expenses	3,000	6,132	49%	3,891	6,132	63%	5,132	6,132	84%	12,023	18,396	65%
Total Expenses	4,544	8,032	57%	5,460	8,028	68%	7,750	8,028	97%	17,754	24,088	74%
Surplus / Deficiency Prior to Amortization	3,705	3,711		3,705	3,714		3,705	3,714		11,115	11,139	
Amortization Expense	3,705	3,711	100%	3,705	3,714	100%	3,705	3,714	100%	11,115	11,139	100%
Net Income	-	-		-	-		-	-		-	-	

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Fixed expenses for route 7 bus only. Allocated to admin to split amount members

1) Includes allocation for transit storage office and share of utilities that was budgeted in vehicle expenses

Bow Valley Regional Transit Services Commission Route 8 - Lake Louise / Banff Regional Winter												
	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales	20,379	10,230	199%	12,149	8,364	145%	11,284	377	2993%	43,812	18,971	231%
Farebox Revenue	10,396	47,619	22%	6,493	23,193	28%	4,664	9,407	50%	21,553	80,219	27%
Marketing & Advertising Revenue	165			877						1,042	-	
Requisitions - Operating	72,939	72,939	100%	41,913	41,913	100%	19,951	8,351	239%	134,803	123,203	109%
Total Income	103,880	130,788	79%	61,433	73,470	84%	35,898	18,135	198%	201,211	222,393	90%
Expenses												
Advertising & Marketing Expenses	463	1,930	24%	505	1,058	48%	67	248	27%	1,035	3,236	32%
Contracted Services / Professional Fees	1,214	4,714	26%	847	3,342	25%	60	634	9%	2,122	8,690	24%
Fuel Expense	15,488	24,138	64%	5,295	13,489	39%	4,452	3,490	128%	25,234	41,117	61%
General Operating Expenses	670	2,807	24%	1,616	1,555	104%	676	343	197%	2,963	4,705	63%
Infrastructure Maintenance	130	1,190	11%	195	662	29%	2	146	2%	327	1,998	16%
Insurance Expense	767	696	110%	384	348	110%	128	116	110%	1,278	1,160	110%
Software Fees & Licences	2,474	2,123	117%	1,405	1,081	130%	549	334	164%	4,429	3,538	125%
Training, Travel & Meals	26	388	7%	17	216	8%	45	48	94%	88	652	13%
Vehicle Expenses	23,052	16,892	136%	19,523	10,719	182%	13,146	4,698	280%	55,721	32,309	172%
Wages & Benefits	72,378	75,910	95%	38,932	41,000	95%	17,361	8,078	215%	128,672	124,988	103%
Total Expenses	116,663	130,788	89%	68,718	73,470	94%	36,487	18,135	201%	221,868	222,393	100%
Surplus / Deficiency Prior to Amortization	(12,783)	-		(7,286)	-		(589)	-		(20,658)	-	
Amortization Expense	28,857	28,857	100%	14,428	14,428	100%	4,809	4,809	100%	48,094	48,094	100%
Net Income	(41,640)	(28,857)		(21,714)	(14,428)		(5,398)	(4,809)		(68,752)	(48,094)	

- 1) Pass sales/farebox revenue/partner program revenue are down from budget due to continued impacts of COVID on ridership. Also Pass sales includes vending machines and token transit, overall move from purchasing tickets on the bus to other methods due to removing change vouchers. Pass sales above budget due to this.
- 2) Still reduced Advertising and Marketing activity (both revenue and expenses) compared to budget
- 3) Includes allocation of requisition for 10pm departure that was not included in budget.
- 4) Bus washing wages budgeted here, but in wages section. Also no security.
- 5) Fuel expenses less than budget but based on actual expense incurred.
- 6) Vehicle expenses above budget. Current year allocation based on service hours when route is operating and monthly charge during the summer. Also, majority of transit storage costs for Q2 and Q3 were allocated to Q3 because TOB was delayed in the billing.
- 7) Wages over budgeted, but includes allocation of wages for 10pm departure that was not included in budget, and cleaners wages mentioned above.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income													
Bus Pass Sales				6,021	1,062	567%	19,364	3,540	547%	25,385	4,602	552%	1
Farebox Revenue				1,339	7,930	17%	6,197	23,133	27%	7,536	31,063	24%	1
Grant Revenue							81			81	-		
Marketing & Advertising Revenue				55			273			328	-		
Other Income				165						165	-		2
Recoveries - Operating (non-members)	9,648	7,893	122%	57,513	43,843	131%	39,411	62,910	63%	106,572	114,646	93%	3
Requisitions - Operating		4,649	0%		25,825	0%		37,056	0%	-	67,530	0%	4
Total Income	9,648	12,542	77%	65,093	78,660	83%	65,327	126,639	52%	140,068	217,841	64%	
Expenses													
Advertising & Marketing Expenses	36	466	8%	198	805	25%	715	1,129	63%	948	2,400	40%	5
Contracted Services / Professional Fees	565			218	1,763	12%	472	2,808	17%	1,255	4,571	27%	6
Fuel Expense				3,642	5,118	71%	13,638	9,838	139%	17,280	14,956	116%	7
General Operating Expenses				256	468	55%	1,661	924	180%	1,917	1,392	138%	
Infrastructure Maintenance				1,561	197	792%	986	392	252%	2,547	589	432%	
Insurance Expense				1,726	1,566	110%	2,610	2,610	100%	4,336	4,176	104%	
Software Fees & Licences	1,250			2,068	2,871	72%	3,187	4,839	66%	6,505	7,710	84%	
Training, Travel & Meals				8	68	12%	18	132	14%	26	200	13%	
Vehicle Expenses	4,500	4,500	100%	8,497	13,382	63%	12,981	22,047	59%	25,978	39,929	65%	8
Wages & Benefits	3,662	7,576	48%	23,521	29,385	80%	47,083	43,526	108%	74,266	80,487	92%	9
Total Expenses	10,013	12,542	80%	41,694	55,623	75%	83,352	88,245	94%	135,058	156,410	86%	
Net Operating Income	(365)	-		23,399	23,037		(18,025)	38,394	-0.46947	5,009	61,431		
Amortization Expense		-		23,034	23,037	100%	34,832	38,394	91%	57,866	61,431	94%	
Net Income	(365)	-		365	-		(52,857)	-		(52,857)	-		

- 1) Overall pass sales/farebox revenue/partner program revenue is consistent with budget.
- 2) Charter income
- 3) Recoveries based on parks allocation of actual net expenses.
- 4) ID# actual contribution allocated at year end instead of a quarterly basis.
- 5) Still reduced Advertising and Marketing activity compared to budget
- 6) Bus washing wages budgeted here, but in wages section. Also no security.
- 7) Fuel expenses over budget but based on actual expenses incurred.
- 8) Vehicle expenses less than budget. Current year allocation based on service hours.
- 9) All wages lower than budget. But based on actual expenses incurred.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income													
Bus Pass Sales				19,810	12,111	164%	123,741	33,981	364%	143,551	46,092	311%	1
Farebox Revenue				9,767	48,779	20%	87,924	176,364	50%	97,691	225,143	43%	1
Grant Revenue							801			801	-		2
Marketing & Advertising Revenue				455			502			957	-		
Recoveries - Operating (non-members)	33,086	28,571	116%	162,876	111,097	147%	56,354	121,508	46%	252,316	261,176	97%	3
Requisitions - Operating		16,830	0%		65,440	0%		71,572	0%	-	153,842	0%	4
Total Income	33,086	45,401	73%	192,908	237,427	81%	269,322	403,425	67%	495,316	686,253	72%	
Expenses													
Advertising & Marketing Expenses	115	5,000	2%	572	4,929	12%	1,825	5,571	33%	2,512	15,500	16%	5
Contracted Services / Professional Fees	1,753			364	5,057	7%	1,096	9,686	11%	3,212	14,743	22%	6
Fuel Expense				13,348	22,130	60%	53,338	46,126	116%	66,685	68,256	98%	
General Operating Expenses				728	1,736	42%	6,447	3,981	162%	7,175	5,717	126%	
Infrastructure Maintenance				1,426	610	234%	534	1,401	38%	1,960	2,011	97%	
Insurance Expense				3,940	4,613	85%	6,566	7,689	85%	10,506	12,302	85%	
Software Fees & Licences	5,000			4,603	6,776	68%	8,161	11,494	71%	17,764	18,270	97%	
Training, Travel & Meals				9	90	10%	62	210	29%	71	300	24%	
Vehicle Expenses	9,000	9,000	100%	21,371	46,491	46%	39,554	85,602	46%	69,924	141,093	50%	7
Wages & Benefits	18,371	31,401	59%	90,879	90,481	100%	186,531	140,810	132%	295,781	262,692	113%	8
Total Expenses	34,239	45,401	75%	137,239	182,913	75%	304,113	312,570	97%	475,591	540,884	88%	
Surplus / Deficiency Prior to Amortization	(1,153)	-		55,669	54,514		(34,791)	90,855	-0.38293	19,725	145,369		
Amortization Expense		-		54,516	54,514	100%	90,860	90,855	100%	145,376	145,369	100%	
Net Income	(1,153)	-		1,153	-		(125,651)	-		(125,651)	-		

1) Overall pass sales/farebox revenue/partner program approximately \$30K less budget due to COVID impacts on ridership.

2) Alberta job grant for summer customer service wages.

3) Recoveries based on parks allocation of actual net expenses.

4) ID# actual contribution allocated at year end instead of a quarterly basis.

5) Still reduced Advertising and Marketing activity compared to budget

6) Bus washing wages budgeted here, but in wages section. Also no security.

7) Vehicle expenses less than budget. Current year allocation based on service hours when route is operating and monthly charge per bus during the winter season.

8) All wages slightly higher than budget, and includes cleaners wages mentioned above. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission Route 9 - Johnson Canyon												
	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales				34,924	1,045	3342%	36,841	2,959	1245%	71,764	4,004	1792%
Farebox Revenue				2,321	11,033	21%	7,293	22,051	33%	9,615	33,084	29%
Grant Revenue							84			84	-	
Marketing & Advertising Revenue				55			373			428	-	
Other Income				165						165	-	
Recoveries - Operating (non-members)	9,653	7,804	124%	27,831	40,180	69%	48,501	61,992	78%	85,985	109,976	78%
Requisitions - Operating		4,599	0%		23,666	0%		36,514	0%	-	64,779	0%
Total Income	9,653	12,403	78%	65,296	75,924	86%	93,092	123,516	75%	168,040	211,843	79%
Expenses												
Advertising & Marketing Expenses	36	434	8%	198	889	22%	765	1,327	58%	998	2,650	38%
Contracted Services / Professional Fees	565			137	1,634	8%	270	2,576	11%	972	4,210	23%
Fuel Expense				3,758	4,309	87%	17,763	10,177	175%	21,520	14,486	149%
General Operating Expenses				579	442	131%	2,086	872	239%	2,666	1,314	203%
Infrastructure Maintenance				1,728	185	934%	894	366	244%	2,623	551	476%
Insurance Expense				1,726	1,566	110%	2,744	2,610	105%	4,470	4,176	107%
Software Fees & Licences	1,348			2,067	2,871	72%	3,367	4,839	70%	6,783	7,710	88%
Training, Travel & Meals				5	73	6%	18	142	13%	23	215	11%
Vehicle Expenses	4,500	4,500	100%	7,515	13,320	56%	13,843	21,926	63%	25,858	39,746	65%
Wages & Benefits	3,654	7,469	49%	24,100	27,599	87%	57,317	40,286	142%	85,070	75,354	113%
Total Expenses	10,103	12,403	81%	41,812	52,888	79%	99,068	85,121	116%	150,983	150,412	100%
Surplus / Deficiency Prior to Amortization	(450)	-		23,484	23,036	1.01945	(5,977)	38,395		17,057	61,431	
Amortization Expense		-		23,034	23,036	100%	36,628	38,395	95%	59,662	61,431	97%
Net Income	(450)	-		450	-		(42,604)	-		(42,604)	-	

1) Overall pass sales/farebox revenue/partner program revenue above budget due to 1A road closure, reservation system, and route running till thanksgiving.

2) Charter income

3) Recoveries based on parks allocation of actual net expenses.

4) ID# actual contriubtion allocated at year end instead of a quarterly basis.

5) Still reduced Advertising and Marketing activity compared to budget

6) Bus washing wages budgeted here, but in wages section. Also no security.

7) Fuel expenses over budget but based on actual expenses incurred.

8) Vehicle expenses less than budget. Current year allocation based on service hours.

9) All wages slightly higher than budget, and includes cleaners wages mentioned above. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission Route 10 - Moraine Lake												
	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income												
Bus Pass Sales							10,719	1,287	833%	10,719	1,287	833%
Farebox Revenue							1,563	10,488	15%	1,563	10,488	15%
Recoveries - Operating (non-members)							10,400	24,456	43%	10,400	24,456	43%
Total Income	-	-		-	-		22,682	36,231	63%	22,682	36,231	63%
Expenses												
Advertising & Marketing Expenses								350	0%	-	350	0%
Contracted Services / Professional Fees	59						33	100	33%	92	100	92%
Fuel Expense							3,829	5,550	69%	3,829	5,550	69%
General Operating Expenses							721	60	1202%	721	60	1202%
Infrastructure Maintenance							215	150	143%	215	150	143%
Insurance Expense							399					
Software Fees & Licences							561	110	510%	561	110	510%
Training, Travel & Meals								10	0%	-	10	0%
Vehicle Expenses							3,129	6,250	50%	3,129	6,250	50%
Wages & Benefits							8,415	23,651	36%	8,415	23,651	36%
Total Expenses	59	-		-	-		17,302	36,231	48%	17,361	36,231	48%
Surplus / Deficiency Prior to Amortization	(59)	-		-	-		5,380	-		5,321	-	
Amortization Expense		-		-	-		5,321	-		5,321	-	
Net Income	(59)	-		-	-		59	-		(0)	-	

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- 1) Overall pass sales/farebox revenue/partner program revenue is consistent with budget.
2) Recoveries based on actual expenses.
3) Wages lower than budget, but most sept wages for Rt 10 were on the pay period that falls in the first week of Oct.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

All Routes	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 29.58	\$ 39.91	-25.9%	\$ 29.28
Gross Cost per Service Hour	\$ 124.42	\$ 136.63	-8.9%	\$ 139.34
Direct Operating Cost per Service Hour	\$ 94.47	\$ 106.03	-10.9%	\$ 100.22
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 22.51	\$ 23.00	-2.1%	\$ 30.09
Net Cost per Service Hour (CUTA)	\$ 72.33	\$ 73.72	-1.9%	\$ 79.98
% Cost Recovery (CUTA)	34%	35%		27%
Gross cost per KM	\$ 3.88	\$ 3.95		\$ 4.73 *
Route KM	1,240,041	1,310,659		*
Ridership	519,147	851,451	-39.0%	455,264
Service Hours	38,713	37,892	2.2%	28,172
Ridership per Service Hour	13	22	-40.3%	16

* NEW calculation starting 2021.

Cost recovery % excludes route 5

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 1 - Banff Local Sulphur Mtn	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 31.95	\$ 45.07	-29.1%	\$ 36.49
Gross Cost per Service Hour	\$ 115.55	\$ 125.54	-8.0%	\$ 122.55
Direct Operating Cost per Service Hour	\$ 85.02	\$ 95.36	-10.8%	\$ 93.21
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 23.09	\$ 22.59	2.2%	\$ 20.31
Net Cost per Service Hour (CUTA)	\$ 60.51	\$ 57.88	4.5%	\$ 65.75
% Cost Recovery (CUTA)	35%	44%		36%
Gross cost per KM	\$ 6.56	\$ 7.44		\$ 7.56 *
Route KM	119,957	123,239		*
Ridership	149,640	312,583	-52.1%	134,575
Service Hours	6,809	6,975	-2.4%	5,037
Ridership per Service Hour	22	45	-51.0%	27

* NEW calculation starting 2021.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 2 - Banff Local Tunnel Mtn	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 22.15	\$ 42.33	-47.7%	\$ 19.50
Gross Cost per Service Hour	\$ 120.14	\$ 127.86	-6.0%	\$ 115.75
Direct Operating Cost per Service Hour	\$ 87.78	\$ 95.80	-8.4%	\$ 88.97
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 24.92	\$ 24.47	1.8%	\$ 17.74
Net Cost per Service Hour (CUTA)	\$ 73.07	\$ 61.06	19.7%	\$ 78.51
% Cost Recovery (CUTA)	23%	41%		20%
Gross cost per KM	\$ 7.12	\$ 5.36		\$ 7.96 *
Route KM	100,197	150,588		*
Ridership	127,444	240,038	-46.9%	127,217
Service Hours	5,934	6,055	-2.0%	5,799
Ridership per Service Hour	21	40	-45.8%	22

* NEW calculation starting 2021.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 3 - Canmore / Banff Regional	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 50.69	\$ 65.39	-22.5%	\$ 50.02
Gross Cost per Service Hour	\$ 113.41	\$ 117.36	-3.4%	\$ 120.22
Direct Operating Cost per Service Hour	\$ 94.47	\$ 98.66	-4.2%	\$ 96.03
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 11.51	\$ 11.11	3.6%	\$ 15.16
Net Cost per Service Hour (CUTA)	\$ 51.21	\$ 40.86	25.3%	\$ 55.04
% Cost Recovery (CUTA)	50%	62%		48%
Gross cost per KM	\$ 2.55	\$ 2.74		\$ 2.58 *
Route KM	289,542	294,848		*
Ridership	77,214	98,571	-21.7%	82,317
Service Hours	6,506	6,775	-4.0%	5,746
Ridership per Service Hour	12	15	-18.4%	14

* NEW calculation starting 2021.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 4 - Cave & Basin	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 4.77	\$ 8.99	-47.0%	\$ 1.50
Gross Cost per Service Hour	\$ 117.34	\$ 137.24	-14.5%	\$ 154.97
Direct Operating Cost per Service Hour	\$ 94.81	\$ 114.77	-17.4%	\$ 113.65
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 15.10	\$ 14.87	1.5%	\$ 32.29
Net Cost per Service Hour (CUTA)	\$ 97.48	\$ 113.37	-14.0%	\$ 121.18
% Cost Recovery (CUTA)	5%	7%		1%
Gross cost per KM	\$ 8.47	\$ 13.48		\$ 10.25 *
Route KM	14,606	1121400%		*
Ridership	8,495	16,469	-48.4%	1,952
Service Hours	1,055	1,074	-1.8%	680
Ridership per Service Hour	8	15	-47.5%	3

* NEW calculation starting 2021.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 5 - Canmore Local	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ -	\$ -		\$ -
Gross Cost per Service Hour	\$ 97.83	\$ 112.02	-12.7%	\$ 109.83
Direct Operating Cost per Service Hour	\$ 77.87	\$ 89.36	-12.9%	\$ 85.01
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 12.52	\$ 15.07	-16.9%	\$ 15.78
Net Cost per Service Hour (CUTA)	\$ 85.31	\$ 96.95	-12.0%	\$ 94.05
% Cost Recovery (CUTA)	0%	0%		0%
Gross cost per KM	\$ 4.74	\$ 4.26		\$ 5.09 *
Route KM	147,204	156,934		*
Ridership	68,470	66,891	2.4%	66,009
Service Hours	7,135	5,844	22.1%	5,533
Ridership per Service Hour	10	11	-16.2%	12

* NEW calculation starting 2021.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 6 - Lake Minnewanka	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 7.63	\$ 9.43	-19.1%	\$ -
Gross Cost per Service Hour	\$ 125.60	\$ 147.90	-15.1%	\$ -
Direct Operating Cost per Service Hour	\$ 99.68	\$ 121.79	-18.2%	\$ -
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ -
Lease/Amortization per Service Hour	\$ 18.49	\$ 18.52	-0.1%	\$ -
Net Cost per Service Hour (CUTA)	\$ 99.47	\$ 119.95	-17.1%	\$ -
% Cost Recovery (CUTA)	7%	7%		0%
Gross cost per KM	3.64	\$ 5.01		\$ - *
Route KM	93,052	81,851		*
Ridership	21,482	32,054	-33.0%	0
Service Hours	2,696	2,696	0.0%	0
Ridership per Service Hour	8	12	-33.0%	0

* NEW calculation starting 2021.

Route not operating in 2020

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 8 - Lake Louise / Banff Regional Winter	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 32.06	\$ 48.66	-34.1%	\$ 60.80
Gross Cost per Service Hour	\$ 138.82	\$ 141.37	-1.8%	\$ 129.67
Direct Operating Cost per Service Hour	\$ 107.11	\$ 109.10	-1.8%	\$ 109.84
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 24.28	\$ 24.68	-1.6%	\$ 10.80
Net Cost per Service Hour (CUTA)	\$ 82.48	\$ 68.03	21.2%	\$ 58.08
% Cost Recovery (CUTA)	28%	42%		51%
Gross cost per KM	\$ 2.88	\$ 1.99		\$ 2.65 *
Route KM	99,758	147,944		*
Ridership	7,330	8,072	-9.2%	20,112
Service Hours	2,072	2,039	1.6%	2,003
Ridership per Service Hour	4	4	-10.6%	10

* NEW calculation starting 2021.

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 8S - Lake Louise / Banff Regional Scenic - Summer	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 28.16	\$ 29.98	-6.1%	\$ -
Gross Cost per Service Hour	\$ 170.68	\$ 191.81	-11.0%	\$ -
Direct Operating Cost per Service Hour	\$ 113.54	\$ 131.49	-13.7%	\$ -
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ -
Lease/Amortization per Service Hour	\$ 49.71	\$ 52.73	-5.7%	\$ -
Net Cost per Service Hour (CUTA)	\$ 92.82	\$ 109.10	-14.9%	\$ -
% Cost Recovery (CUTA)	23%	22%		0%
Gross cost per KM	3.39	\$ 5.05		\$ - *
Route KM	59,916	46,255		*
Ridership	5,029	6,587	-23.7%	0
Service Hours	1,190	1,190	0.0%	0
Ridership per Service Hour	4	6	-23.7%	0

* NEW calculation starting 2021.

Route not operating in 2020

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 8X - Lake Louise / Banff Regional Express - Summer	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 63.68	\$ 72.31	-11.9%	\$ 40.32
Gross Cost per Service Hour	\$ 171.23	\$ 191.64	-10.6%	\$ 215.72
Direct Operating Cost per Service Hour	\$ 124.64	\$ 144.21	-13.6%	\$ 122.95
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ 9.03
Lease/Amortization per Service Hour	\$ 39.16	\$ 39.84	-1.7%	\$ 83.73
Net Cost per Service Hour (CUTA)	\$ 68.39	\$ 79.48	-14.0%	\$ 91.67
% Cost Recovery (CUTA)	48%	48%		31%
Gross cost per KM	\$ 2.83	\$ 3.06		\$ 4.81 *
Route KM	231,147	239,061		*
Ridership	37,411	59,365	-37.0%	17,295
Service Hours	3,816	3,751	1.7%	2,533
Ridership per Service Hour	10	16	-38.1%	7

* NEW calculation starting 2021.

2019 Quarterly KPIs with 2018 Actuals

Route 9 - Johnston Canyon	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 64.94	\$ 32.00	102.9%	\$ -
Gross Cost per Service Hour	\$ 175.21	\$ 191.46	-8.5%	\$ -
Direct Operating Cost per Service Hour	\$ 119.50	\$ 129.78	-7.9%	\$ -
Overhead per Service Hour	\$ 7.43	\$ 7.59	-2.1%	\$ -
Lease/Amortization per Service Hour	\$ 48.28	\$ 54.09	-10.7%	\$ -
Net Cost per Service Hour (CUTA)	\$ 61.99	\$ 105.37	-41.2%	\$ -
% Cost Recovery (CUTA)	51%	23%		0%
Gross cost per KM	3.00	\$ 5.37		\$ - *
Route KM	73,713	42,316		*
Ridership	15,134	8,358	81.1%	0
Service Hours	1,264	1,159	9.0%	0
Ridership per Service Hour	12	7	66.1%	0

* NEW calculation starting 2021.

Route not operating in 2020

Bow Valley Regional Transit Services Commission
2021 Quarterly KPIs with 2020 Actuals

Route 10 - Moraine Lake	January - September 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 51.34	\$ 34.99	0.0%	\$ 46.34
Gross Cost per Service Hour	\$ 103.30	\$ 116.35	0.0%	\$ 116.90
Direct Operating Cost per Service Hour	\$ 72.57	\$ 107.67	0.0%	\$ 87.89
Overhead per Service Hour	\$ 7.43	\$ 7.59	0.0%	\$ 9.03
Lease/Amortization per Service Hour	\$ 23.30	\$ 1.08	0.0%	\$ 19.98
Net Cost per Service Hour (CUTA)	\$ 28.66	\$ 80.27	0.0%	\$ 50.58
% Cost Recovery (CUTA)	64%	0%	0.0%	48%
Gross cost per KM	\$ 2.26	\$ 2.40		\$ 2.30 *
Route KM	10,949	16,409		*
Ridership	1,498	2,463	0.0%	2,463
Service Hours	239	337	0.0%	283
Ridership per Service Hour	6	0	0.0%	9

* NEW calculation starting 2021.