

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

via: Zoom Video Meeting

AGENDA

March 9th, 2022 2:00-3:30pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the February 9th, 2022 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) Report on leashed dogs being allowed on buses (Request for Decision)
 - b) Presentation of Q4 Results, KPIs and Proposed Transfer of Reserves (Request for Decision)
6. Adjournment

Next meeting – 111 Hawk Avenue and Zoom – April 13, 2-3:30pm

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

via: Zoom Video Meeting

MINUTES

February 9th, 2022 2:00-3:30pm

BOARD MEMBERS PRESENT

Davina Bernard, ID#9 – Vice Chair
Corrie DiManno, Town of Banff
Joanna McCallum, Town of Canmore - Chair
Dave Schebek, ID#9
Grant Canning, Town of Banff
Tanya Foubert, Town of Canmore

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Martin Bean, Chief Administrative Officer
Steve Nelson, Manager Operations
Mel Booth, Financial Controller

ADMINISTRATION PRESENT

Adrian Field, Town of Banff
Danielle Morine, ID9
Alex Kolesch, Parks Canada
Patti Youngberg, Parks Canada
Daniella Rubeling, Parks Canada
Andy Esarte, Town of Canmore

ADMINISTRATION ABSENT

Members of the Public

Greg Colgan – Rocky Mountain Outlook

1. Call to Order

Call to order at 2:02

2. Approval of the Agenda

BVRTSC22-001 Tanya Foubert moves to approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the December 10th, 2021 Regular Meeting Minutes (attached)

Davina Bernard – Fiona’s Title needs completing

Corrie DiManno – Motion 21-134 “Davina moves to approve” should be changed to “moves to direct”

BVRTSC22-002 Dave Schebek moves to approve the December 10th, 2021 Regular Meeting Minutes with changes as noted.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

- a) CAO’s Monthly Report (For Information)
- b) Bring Forward List of Pending Items (For Information)

BVRTSC22-003 Joanna McCallum moves to direct Administration to extend the pending Date of Bring Forward item BVRTSC21-101 to April of 2022.

CARRIED UNANIMOUSLY

- c) Transit Service Monthly Statistics (For Information)

5. New Business

- a) Ratification of email vote regarding bus purchase (**BVRTSC21-137**)

BVRTSC22-004 Joanna McCallum moves to ratify the approved email vote BVRTSC21-137, regarding the purchase of a Proterra Bus to replace the failed Goat Nova bus as circulated on December 18th, 2021.

CARRIED UNANIMOUSLY

- b) Report on purchase of additional Proterra Electric Bus (Request for Decision)

BVRTSC22-005 Joanna McCallum moves that the Commission approve the purchase of an electric bus from Proterra through the City of Edmonton's onboarding clause versus the option of repairing the 2008 Grizzly Hybrid Diesel bus; with the funding to be provided by GreenTRIP and Commission reserves.

CARRIED UNANIMOUSLY

c) Revisions to BVRTSC Bylaws as per new legislation (Request for Decision)

BVRTSC22-006 Joanna McCallum moves to approve the revised bylaws as presented

CARRIED UNANIMOUSLY

d) Approval of amended 2022-2024 Operating Budget (Request for Decision)

BVRTSC22-007 Joanna McCallum moves to approve the amended 2022-20224 BVRTSC operating budget as presented

CARRIED UNANIMOUSLY

6. Adjournment

BVRTSC22-008 Tanya Foubert moves to adjourn the meeting at 2:51PM

CARRIED UNANIMOUSLY

CAO REPORT



CAO Update – March 2022

Financial:

- Ridership shortfalls due to COVID have affected the results for 2021 and created the need for transfers from reserves, which are outlined in the preliminary year end results document to be discussed in further detail in the New Business section.
- The Federal Rural Transit Fund is now open for applications being accepted until April 7th. This fund will offer up to 80% funding for the purchase of zero emission buses and other infrastructure. Projects for consideration are additional electric buses (Canmore, Banff, Regional) and data collection
- Insurance rates being provided to the BVRTSC by AUMA have risen substantially due to \$142,000. The renewal invoice for 2022 was received and represents an approximate ... increase over 2021. This unanticipated increase puts our insurance costs approximately \$31,000 over budget.

Transit Service Updates:

- Route changes are going into effect on Routes 3 (CB Regional) and 5 (Canmore Local) as of early April, streamlining times and creating more break times for drivers.
- Route 5 (Canmore Local) will be changing to having one bus circling each side of the Valley. This will enable us to stay on schedule better, provide increased coverage for some of the downtown area and respond to delays more proactively. With the steadily increasing ridership being seen on Route 5, this is anticipated to be positive for passengers.
- Route 1 (Gondola/Banff Avenue) will be continuing into the industrial compound as of May 20. Administration is currently working with the Town of Banff to determine the best location for a turnaround and bus stop. Roads within the industrial area are narrow, with primarily gravel shoulders and multiple vehicles parked along each side. Options being considered are turning around at the Roam facility, which creates a substantial (600 Metre) walk for some people or looping around one of the streets deeper into the area.

- Roam and Parks Canada have been working on solutions for streamlining the transfers between Roam and Parks shuttles for the upcoming summer. It is intended for passengers to have the ability to purchase a pass for Roam service from Banff to Lake Louise and have the ability to connect directly to the Parks Moraine shuttle without the need to purchase another pass. This arrangement will be in place prior to the start of the summer season.
- Roam is providing transportation for the Masters Cross-Country Ski World Cup from March 4th to 11th. Roam is operating on a fixed route for participants between hotels on Bow Valley Trail and the Canmore Nordic Centre. Timing data gained through this service will enable some insight into the routing for the new Quarry/Grassi route to be implemented in 2023. As a key contributor to this event Roam is featured in their promotion and advertising and will be a medal presenter.
- The RFP for Calgary to Banff service has been awarded to Southland Transportation, operating as OnIt. The provision of service will be similar to past years, with the addition of four daytime departures on Fridays, extending the service week. The contract with Southland is renewable for a period of four years.

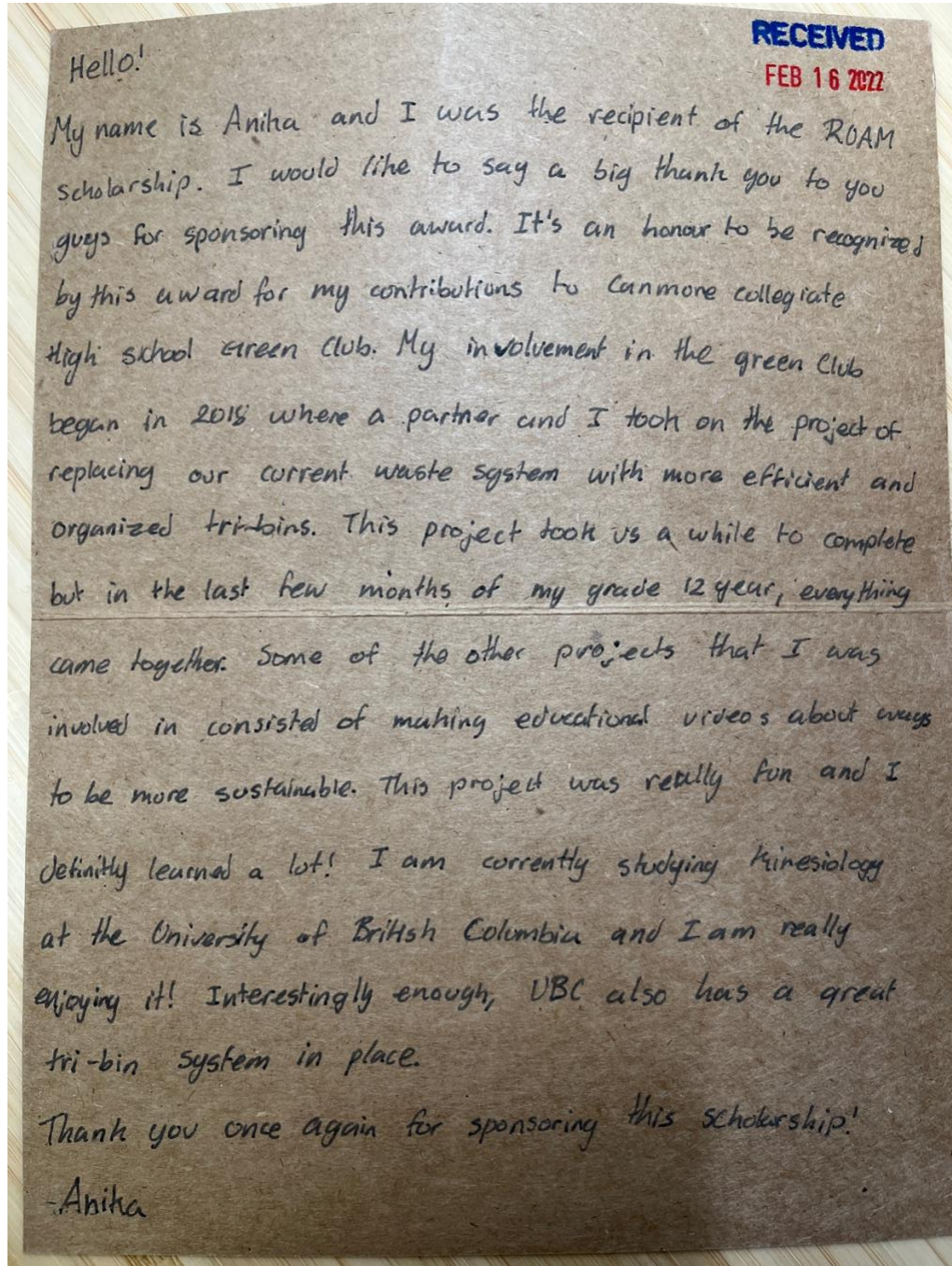
General/Health and Safety

- Driver shortage is at a critical level now and it is looking like this will continue into the summer. We are currently running with just enough drivers to cover our winter service and are currently predicting we are short approximately 10 drivers after the current hiring class. Administration is looking at all avenues to attract drivers and get more resumes in however at this point there is a Bow Valley wide shortage and even our current seasonal drivers are being courted by 2 or more companies. Incentives and other methods of attraction and retention are being rolled out.
- Administration has been working with Alberta Transportation to renew our Mandatory Entry Level Training (MELT) instruction facility qualifications which expire in April. In addition to renewing, we are applying to have the new facility parking area certified for our cone training courses and the classroom certified for teaching. AB Transportation has been out and worked on measurements with Steve and the Ops team and have verbally committed that we meet the requirements. The license is anticipated to be signed off prior to April.

- As we move through the process of electrification, we are now at a point where over 30% of our fleet will be electric. As a result, we need to make sure we are going along the right path with future charging infrastructure. Administration is in contact with the consultant who was the lead for the City of Edmonton's implementation to see if he is available to do a small consultation and provide recommendations.
- While the Province's recent announcement lifts the majority of restrictions, masking was retained on public transit. Our messaging has been targeted towards this approach, ensuring that passengers are aware that they need to continue mask wearing while on transit. Additional masks are being deployed on buses for provision to those passengers traveling without a mask.
- I am doing a presentation on March 10th to the Climate Caucus Committee on our journey to zero-emission vehicles. Information on Climate Caucus is here:

"Climate Caucus (CC) is a non-partisan network of 460+ local elected climate leaders driving system change to transform our communities in ten years." <https://www.climatecaucus.ca/>

- The Roam Community Environmental Scholarship program is appreciated in the Bow Valley, with the following letter being received from our CCHS recipient this year:



Hello!

My name is Anika and I was the recipient of the ROAM scholarship. I would like to say a big thank you to you guys for sponsoring this award. It's an honour to be recognized by this award for my contributions to Canmore collegiate high school green club. My involvement in the green club began in 2018 where a partner and I took on the project of replacing our current waste system with more efficient and organized tri-bins. This project took us a while to complete but in the last few months of my grade 12 year, everything came together. Some of the other projects that I was involved in consisted of making educational videos about ways to be more sustainable. This project was really fun and I definitely learned a lot! I am currently studying kinesiology at the University of British Columbia and I am really enjoying it! Interestingly enough, UBC also has a great tri-bin system in place.

Thank you once again for sponsoring this scholarship!

-Anika

Bow Valley *Regional* Transit Services Commission



BRING FORWARD LIST

BRING FORWARD LIST OF ITEMS PENDING (as of February 2022)

ITEM	Date Initiated	Pending Date	Responsible for Completion	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	No Date Assigned	Admin	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	Admin (Mel)	Request to move to April
BVRTSC21-117 Davina Bernard moves that the subcommittee 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.			Board (Joanna, Davina, Corrie)	

Bow Valley Regional Transit Services Commission Ridership Statistics



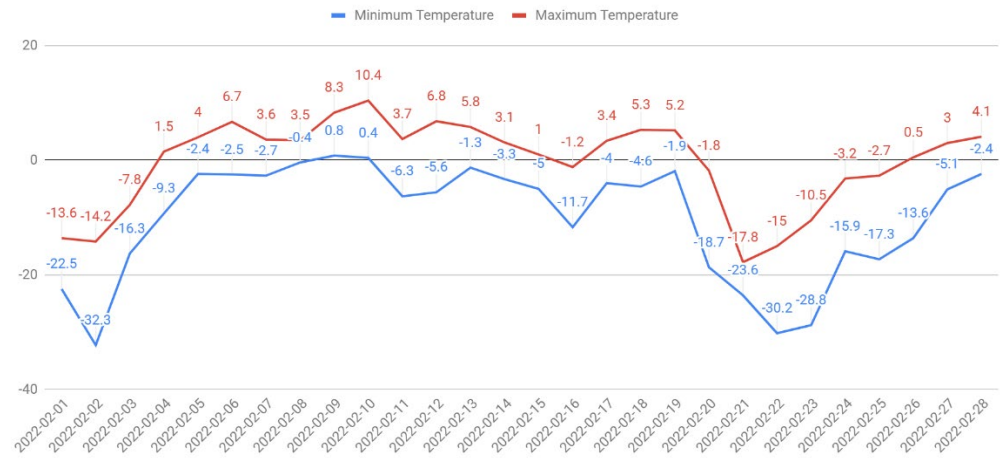
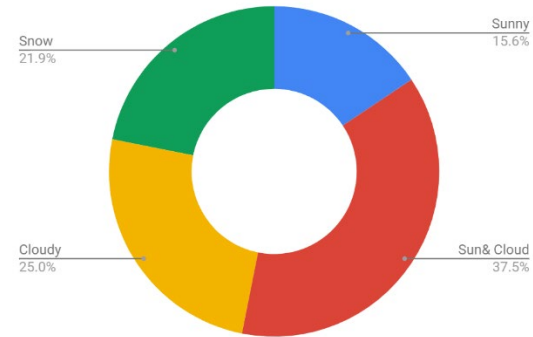
Month	Type	Banff Local	Canmore Local	Canmore - Banff Regional	Lake Louise - Banff Regional
February 2022	Bikes	7	36	37	14
	Strollers	26	58	1	0
	Winter Sports	92	128	8	98

February 2022

Route	Monthly Ridership Change 2021/2022	Comments
Route 1	194%	February 2022 to February 2021 (Pandemic)
Route 2	295%	February 2022 to February 2021 (Pandemic)
Route 3	77%	February 2022 to February 2021 (Pandemic)
Route 5	46%	February 2022 to February 2021 (Pandemic)
Route 8X	297%	February 2022 to February 2021 (Pandemic)

Weather for February 2022

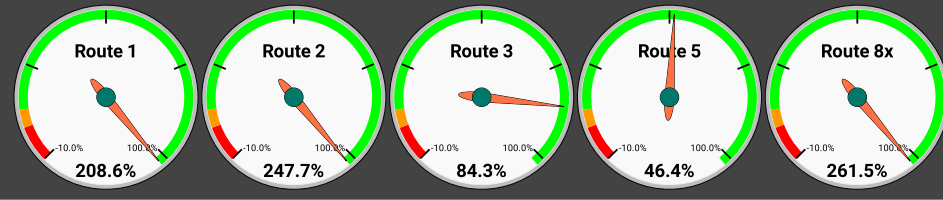
Weather Conditions February 2021



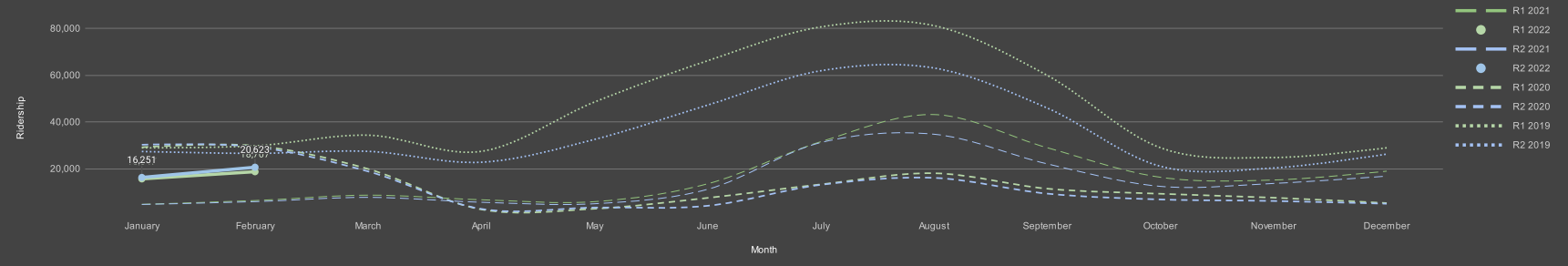
	Route 1 (Inns of Banff/ Gondola)						Route 2 (Tunnel Mtn / Banff Springs Hotel)						Route 3 (Canmore-Banff Regional)						Banff Local Combined Totals (Routes 1, 2, 4)						Train Station Park & Ride			
Month	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2021	2021 YTD	2022	% Change
January	28,912	29,158	4,761	4,761	15,647	228.6%	27,358	30,240	4,703	4,703	16,251	245.5%	15,486	17,784	5,499	5,499	10,566	92.1%	56,270	59,398	9,464	9,464	31,898	237.05%	0		0	
February	29,757	29,827	6,370	6,370	18,707	193.7%	26,543	29,325	5,903	5,903	20,623	249.4%	12,849	14,547	5,781	5,781	10,225	76.9%	56,300	59,152	12,273	12,273	39,330	220.46%				
March	34,329	19,875	8,668		0	0.0%	27,413	18,828	7,734		0	0.0%	15,057	11,410	7,951		0	0.0%	61,742	38,703	16,402	0	0	0.00%				
April	27,420	2,557	6,709		0	0.0%	22,763	2,791	5,643		0	0.0%	14,618	4,106	5,507		0	0.0%	50,183	5,348	12,352	0	0	0.00%				
May	48,522	2,856	5,901		0	0.0%	32,526	3,386	5,008		0	0.0%	16,925	6,279	6,850		0	0.0%	82,195	6,242	10,969	0	0	0.00%				
June	66,195	7,508	13,551		0	0.0%	47,222	4,137	11,196		0	0.0%	18,924	5,552	9,321		0	0.0%	117,419	11,706	25,282	0	0	0.00%				
July	80,651	13,296	31,554		0	0.0%	61,895	13,110	31,179		0	0.0%	20,422	6,973	12,330		0	0.0%	149,250	26,952	65,486	0	0	0.00%	1,713	0	0	0.0%
August	81,196	18,048	43,151		0	0.0%	63,073	16,072	34,735		0	0.0%	20,105	8,331	12,610		0	0.0%	151,601	35,139	81,324	0	0	0.00%	1,512	0	0	0.0%
September	59,934	11,450	28,975		0	0.0%	45,951	9,328	22,068		0	0.0%	16,379	7,335	11,365		0	0.0%	109,031	21,104	52,752	0	0	0.00%	662	0	0	0.0%
October	28,982	9,269	16,333		0	0.0%	21,044	6,834	12,439		0	0.0%	15,563	7,535	11,258		0	0.0%	50,026	16,103	28,772	0	0	0.00%				
November	24,776	7,594	15,151		0	0.0%	20,300	6,189	13,693		0	0.0%	15,682	6,388	10,446		0	0.0%	45,076	13,783	28,844	0	0	0.00%				
December	28,935	5,293	18,948		0	0.0%	26,238	5,011	16,819		0	0.0%	15,994	5,246	10,599		0	0.0%	55,173	10,304	35,767	0	0	0.00%				
YTD	539,609	156,731	200,072	11,131	34,354	208.6%	422,326	145,251	171,120	10,606	36,874	247.7%	198,004	101,486	109,517	11,280	20,791	84.3%	984,266	303,934	379,687	21,737	71,228	227.7%	4,265	0	0	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	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change
January	10,225	14,620	6,204	6,204	9,193	48.2%							4,053	7,617	1,117	1,117	3,680	229.45%	86,034	92,919	22,284	22,284	55,337	148.3%						
February	8,913	14,327	6,700	6,700	9,696	44.7%							2,920	5,913	1,017	1,017	4,034	296.66%	80,982	89,043	25,771	25,771	63,285	145.6%						
March	9,759	9,323	8,650		0	0.0%							3,310	4,187	1,438		0	0.00%	89,868	59,436	34,441	0	0	0.0%						
April	9,144	2,506	7,360		0	0.0%							2,926	1,088	1,146		0	0.00%	76,871	11,960	26,365	0	0	0.0%						
May	10,769	3,322	6,760		0	0.0%	1,147	0	60		0	0.0%	5,634	1,585	1,516		0	0.00%	120,779	19,828	27,604	0	0	0.0%	1,271					0.0%
June	12,852	3,619	8,250		0	0.0%	4,002	61	535		0	0.0%	15,224	1,446	3,454		0	0.00%	180,155	32,767	54,438	0	0	0.0%	3,846	244	930		0	0.0%
July	14,183	5,726	7,581		0	0.0%	6,704	546	2,753		0	0.0%	24,544	4,150	10,637		0	0.00%	232,511	58,916	107,890	0	0	0.0%	4,847	1565	2483		0	0.0%
August	13,675	6,447	8,345		0	0.0%	7,332	1,019	3,438		0	0.0%	24,743	7,462	15,688		0	0.00%	237,528	71,039	132,189	0	0	0.0%	6,262	2134	3623		0	0.0%
September	12,348	6,119	8,621		0	0.0%	3,146	326	1,709		0	0.0%	15,154	3,961	8,728		0	0.00%	165,538	43,167	88,472	0	0	0.0%	4,017	981	2272		0	0.0%
October	14,180	7,839	9,215		0	0.0%							5,581	1,747	3,709		0	0.00%	86,305	32,432	54,346	0	0	0.0%						
November	13,841	7,305	9,685		0	0.0%							4,715	1,155	2,798		0	0.00%	79,314	27,476	51,773	0	0	0.0%						
December	13,526	5,592	8,870		0	0.0%							6,645	1,010	3,973		0	0.00%	91,338	21,142	59,209	0	0	0.0%						
YTD	143,415	86,745	96,241	12,904	18,889	46.4%	22,331	1,952	8,495	0	0	0.0%	115,449	41,321	55,221	2,134	7,714	261.48%	1,527,223	560,125	684,782	48,055	118,622	146.85%	20,263	4,924	9,308	0	0	0.0%

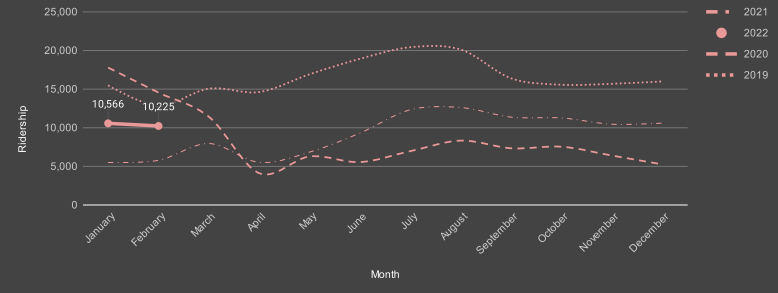
Year to Date % Ridership Change - Comparing 2021 to 2022



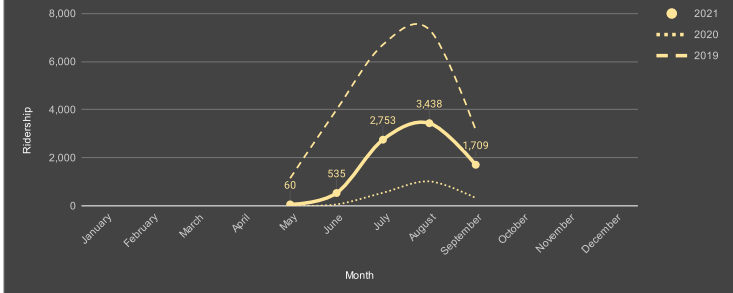
Banff Local (Routes 1 and 2) Ridership Comparison

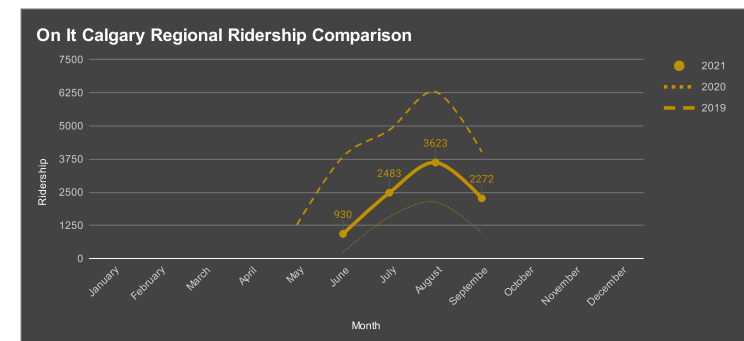
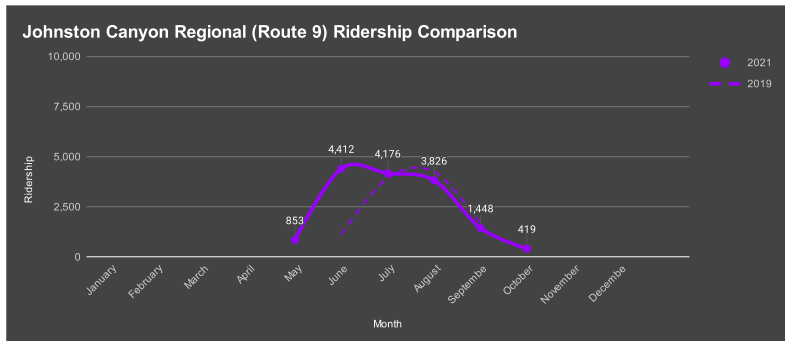
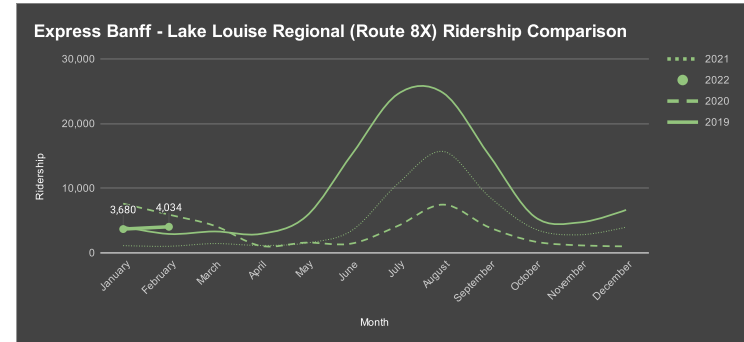
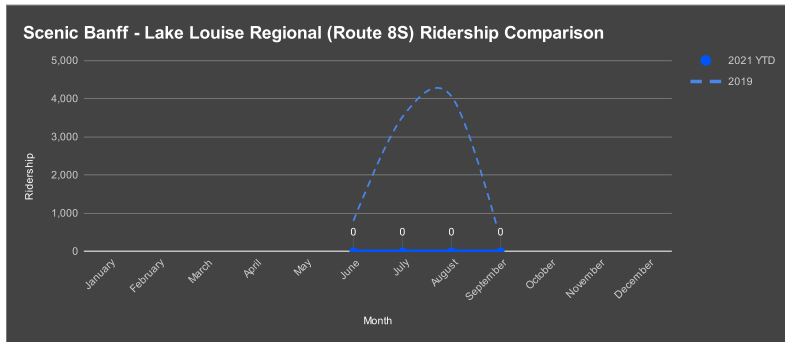
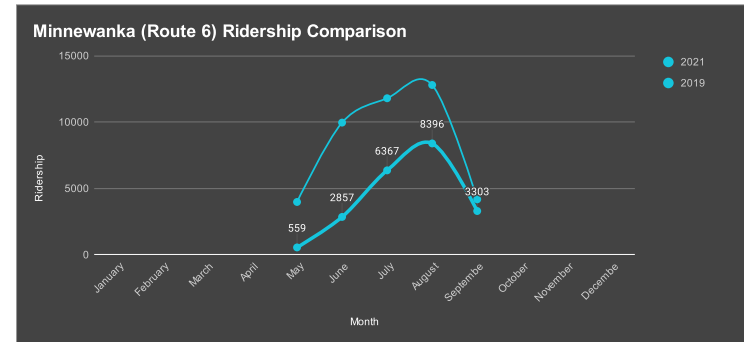
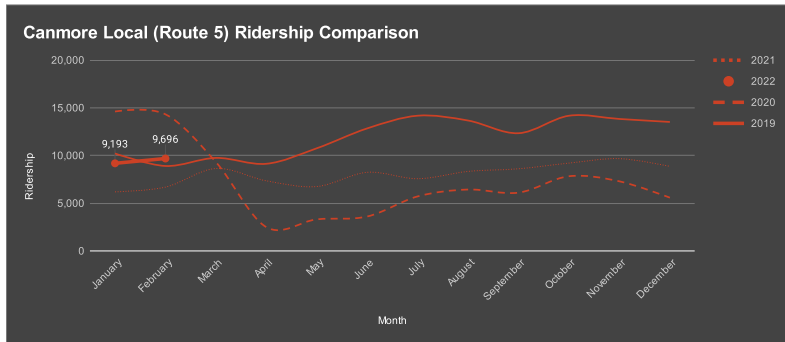


Canmore - Banff Regional (Route 3) Ridership Comparison



Banff Local (Route 4) Ridership Comparison





Bow Valley *Regional* Transit Services Commission

**WHAT'S
NEW!**

NEW BUSINESS

Bow Valley *R*egional Transit Services Commission



Dogs on Buses Report

Report to the Bow Valley Regional Transit Services Commission

Report 2021-03.01 Dogs on Roam Transit

March 1, 2022

SUMMARY/ ISSUE

Currently BVRTSC allows service and crated small dogs on its services. Some passengers have requested to be able to bring their uncaged dogs on board Roam services to allow them to go to local off-leash dog parks, hiking trails, etc. As many dogs are too large or pet owners do not have carriers, this prevents both locals as well as visitors from using transit and encourages the use of private vehicles instead.

PREVIOUS COMMISSION DIRECTION/POLICY

The current Pet Policy states:

“Certified assistance animals are allowed on board at no charge. Owners of assistance animals should be prepared to show the animal's verification of training.

Passenger pets are allowed on board at no charge. All pets must be crated in a secure and clean carrier designed and intended for the carrying of animals which is small enough to fit on the owner's lap.

Passengers must hold onto the carrier at all times and are responsible for the safety of their pet. (If there is room on the bus, carriers may be placed beside you on the floor, but the carrier should not block the aisle or restrict passenger movement.)

The pet must remain inside the carrier at all times”.

Leashed dogs, other than service dogs have not previously been allowed on Roam buses and recently requests have increased to allow for transportation of dogs on transit in the Bow Valley.

Administration Recommendation:

- That the Commission direct administration to bring back a report and recommendations by summer of 2022, with public consultation, on potentially allowing leashed dogs on buses without the use of a pet carrier.

INVESTIGATION

Requests have been received regularly asking for the allowing of dogs on Roam Transit in both Banff and Canmore. This has been a topic of discussion and letters sent into Roam for a number of years and has been more noticeable with additional attention on dog parks in both municipalities.

Canmore local service will include a route going to Quarry Lake, Canmore Nordic Centre and Grassi Lakes in 2023. This service will increase the demand for leashed dogs to be allowed on board transit. With limited parking, the number of vehicles could be reduced through this initiative.

Report to the Bow Valley Regional Transit Services Commission

Report 2021-03.01 Dogs on Roam Transit

March 1, 2022

In Banff, Roam will be extending service out to the industrial compound as of May. As one of the dog off leash parks in Banff is located in the industrial compound, this additionally will increase demand for transit riding canines.

Additionally, requests are coming from visitors at the campgrounds who cannot leave the dogs in their tent or trailer for safety and wildlife reasons. Allowing dogs on Roam services would potentially help BVRTSC meet the Strategic and Business Plan 2021 -2024 which states that **“TS 13: Advocate for, advise on and champion disincentives to private vehicle use”**.

Examples of customer requests and feedback:

“Thanks for your prompt reply. Unfortunately, your policy covers only tiny dogs and excludes larger dogs like [REDACTED] who is 50lbs. I would like to point out that he can ride the LRT in Calgary without his kennel and free of charge. From a green point of view your policy isn’t good, because I will just have to drive from Canmore to Banff and back instead”.

“Can I please ask who do I need to contact to get the ball rolling on changing the Roam Transit policy forbidding dogs (outside of pet carriers)? Canmore is one of the only municipalities across Canada that doesn’t allow dogs on its public transport, and I can’t see any good justification for this. Therefore, I am looking to get this rule changed”.

“Are dogs allowed on the bus? We plan to hike Six Glaciers and ride the bus from Lake Louise townsite to the Chateau”.

Initiated by these customer enquiries, BVRTSC Administration has researched other transit agencies within Canada to see who allows uncaged dogs on board. Of the 104 (CUTA – Canadian Urban Transit Association) in Canada, 4.8% of transit agencies allow uncaged leashed dogs on their services: Calgary, Durham Region, Mississauga, Oakville, and Toronto (off peak only).

Calgary Transit:

Dogs are welcome on board for free, but there must be a leash on your furry friend. Other animals can also ride for free, but they need to be in a carrier or cage.

It is recommended by Calgary Transit that the dog on leash is seated next to the window with the passenger on the isle side to allow for a comfortable ride for everyone.

Durham Region Transit:

Dogs, cats, and all other household pets are permitted onboard DRT vehicles, provided the dog, cat, or household pet:

- Is on a leash or is transported inside an enclosed, secure pet carrier or other suitable device; and
- does not create a disturbance or inconvenience to other passengers or DRT employees.
- A pet stroller which fully secures the animal inside the device is acceptable as a small animal pet transportation crate/carrier on DRT buses.
- Pet containers, carriers and strollers must be kept clear of the aisle and must not inconvenience or jeopardize the safety of other passengers or DRT employees.

Report to the Bow Valley Regional Transit Services Commission

Report 2021-03.01 Dogs on Roam Transit

March 1, 2022

- Passengers are required to be in care and control of any animal or items brought on board, ensuring they are properly secured.
- This policy does not apply to a guide dog or service animal, as defined under Ontario Regulation 429/07 of the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, provided the guide dog or service animal remains under the care and control of the passenger at all times.

Mississauga Transit:

Pets such as cats and dogs are allowed on MiWay, but they must be leashed or kept in an animal cage. Exotic animals are not allowed.

Windsor Transit:

Passengers are permitted to board a bus with a small pet, provided the pet is secured in a proper pet carrier.

The pet must remain in the pet carrier for the duration of the bus ride.

TTC (Toronto Transit):

Leashed dogs or pets secured in an enclosed container are welcome to travel on the TTC during weekends and weekday off-peak periods - that is before 6:30 a.m.; 10 a.m. to 3:30 pm; after 7 p.m.

Brewster Express/Banff Airporter:

Both Bow Valley airport shuttle services do not accept pets.

Residents and Visitors

The Bow Valley hosts not only a high number of residents with dog, but also, during the peak summer season many travellers bring their pets along for their vacation.

Residents

	Population 2021	Number of officially Licenced Dogs ¹	Percentage of population with licenced dogs
Banff	8,305	549	6.6%
Canmore	15,990	1295	8.1%
ID9	1,004	10	1%

¹ Does not include visitors less than 30 Days (Banff) or homeowners that reside for less than 3 months (Canmore).

Visitor accommodation in the Bow Valley (these numbers exclude other visitor accommodation such as – B & B's, Vacation rentals, etc.)

	Number of Hotels	Number of hotels allowing Dogs	Percentage of hotels allowing dogs
Banff	28	12	43%
Canmore	33	6	18%
ID9	9	4	33%
	Number of Campgrounds	Number of Sites allowing Dogs	Percentage of sites allowing dogs
Banff	1603	1603	100%
Canmore	245	245	100%
ID9	642	642	100%

Report to the Bow Valley Regional Transit Services Commission

Report 2021-03.01 Dogs on Roam Transit

March 1, 2022

Banff National Park – Parks Canada

After consultation with Parks Canada – Dogs are allowed in the National Park, provided they are always on a leash and under control. Dogs are not allowed on any of their summer shuttle services, as well as the Lake Minnewanka trail during the summer. Dogs on leash are allowed on all other Banff National Park trails, however if there is a bear warning within the Park, the trails in the specified zone will be closed to dogs.

PROPOSED

Option 1: Delay this process and gather feedback through the remainder of 2022, with the report to be shared in early 2023.

Option 2: Direct Administration to begin a pilot program for leashed dogs on board immediately on either local service only or all services.

Option 3: Status quo - Administration to maintain the current Pet Policy, allowing only dogs in carriers to be transported.

BRAND IMPACT

BVRTSC strives to provide the highest quality of services to be in line with international visitor expectation. Currently the Roam brand is well perceived and informal data seems to show that many customers return to use Roam services in turn helping to reach the transportation goals within the Strategic and Business Plan 2021 -2024. Allowing dogs on the BVRTSC services could strengthen the brand by being accommodating and flexible.

If unfortunate situations occur on board this could negatively impact the brand, especially given the instant nature of social media.

RISKS

Positive Risk:

- Flexibility in our mandate and potential increase in ridership

Negative Risk:

- Passenger and driver concerns around dogs
- Liability concerns (injuries to passengers/other dogs)
- Dog urinating or defecating on board = large service delays
- Dogs taking space that would normally be available to passengers

ATTACHMENTS

Bow Valley *Regional* Transit Services Commission



2020 Unaudited Financial Results and KPIs

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

All Routes	January - December 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 31.39	\$ 42.15	-25.5%	\$ 27.29
Gross Cost per Service Hour	\$ 137.10	\$ 137.90	-0.6%	\$ 138.07
Direct Operating Cost per Service Hour	\$ 101.66	\$ 106.88	-4.9%	\$ 100.85
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70
Lease/Amortization per Service Hour	\$ 27.97	\$ 22.68	23.3%	\$ 26.52
Net Cost per Service Hour (CUTA)	\$ 77.74	\$ 73.07	6.4%	\$ 84.26
% Cost Recovery (CUTA)	34%	42%		30%
Gross cost per KM	\$ 4.00	\$ 3.95		\$ 4.73
Route KM	1,621,639	1,640,489		1,085,373
Ridership	684,782	1,183,137	-42.1%	540,217
Service Hours	47,311	46,949	0.8%	36,840
Ridership per Service Hour	14	25	-42.6%	15

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 1 - Banff Local Sulphur Mtn	January - December 2021			
	2021	2021	COMP	2020
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 34.37	\$ 50.71	-32.2%	\$ 34.62
Gross Cost per Service Hour	\$ 127.87	\$ 131.42	-2.7%	\$ 124.62
Direct Operating Cost per Service Hour	\$ 89.62	\$ 98.49	-9.0%	\$ 95.77
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70
Lease/Amortization per Service Hour	\$ 30.79	\$ 24.59	25.2%	\$ 18.15
Net Cost per Service Hour (CUTA)	\$ 62.72	\$ 56.11	11.8%	\$ 71.85
% Cost Recovery (CUTA)	35%	47%		33%
Gross cost per KM	\$ 7.29	\$ 7.44		\$ 7.56
Route KM	147,710	150,875		107,452
Ridership	200,072	395,276	-49.4%	156,732
Service Hours	8,419	8,539	-1.4%	6,532
Ridership per Service Hour	24	46	-48.7%	24

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 2 - Banff Local Tunnel Mtn	January - December 2021				
	2021	2021	COMP	2020	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 23.58	\$ 44.65	-47.2%	\$ 18.75	\$ 48.83
Gross Cost per Service Hour	\$ 132.72	\$ 133.21	-0.4%	\$ 122.57	\$ 108.27
Direct Operating Cost per Service Hour	\$ 92.81	\$ 98.93	-6.2%	\$ 95.49	\$ 88.65
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 32.44	\$ 25.95	25.0%	\$ 16.39	\$ 12.76
Net Cost per Service Hour (CUTA)	\$ 76.69	\$ 62.61	22.5%	\$ 87.44	\$ 46.69
% Cost Recovery (CUTA)	24%	42%		18%	51%
Gross cost per KM	\$ 5.04	\$ 5.36		\$ 7.96	\$ 7.88
Route KM	197,971	189,485		111,793	108,678
Ridership	171,120	307,620	-44.4%	145,250	422,326
Service Hours	7,521	7,619	-1.3%	7,271	7,911
Ridership per Service Hour	23	40	-43.6%	20	53

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 3 - Canmore / Banff Regional	January - December 2021				
	2021	2021	COMP	2020	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 51.65	\$ 65.63	-21.3%	\$ 47.53	\$ 99.11
Gross Cost per Service Hour	\$ 126.34	\$ 119.32	5.9%	\$ 122.99	\$ 112.79
Direct Operating Cost per Service Hour	\$ 102.42	\$ 99.94	2.5%	\$ 94.81	\$ 91.29
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 16.46	\$ 11.04	49.1%	\$ 17.48	\$ 14.63
Net Cost per Service Hour (CUTA)	\$ 58.24	\$ 42.65	36.5%	\$ 57.98	\$ (0.95)
% Cost Recovery (CUTA)	47%	61%		45%	101%
Gross cost per KM	\$ 2.73	\$ 2.74		\$ 2.58	\$ 2.31
Route KM	413,947	399,122		361,429	400,470
Ridership	109,517	145,810	-24.9%	101,483	198,004
Service Hours	8,942	9,171	-2.5%	7,593	8,207
Ridership per Service Hour	12	16	-23.0%	13	24

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 4 - Cave & Basin	January - December 2021				2019
	2021	2021	COMP	2020	
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 4.69	\$ 8.99	-47.8%	\$ 1.50	\$ 14.01
Gross Cost per Service Hour	\$ 133.86	\$ 140.85	-5.0%	\$ 163.82	\$ 123.44
Direct Operating Cost per Service Hour	\$ 99.94	\$ 117.57	-15.0%	\$ 120.82	\$ 98.53
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 26.46	\$ 14.95	77.0%	\$ 32.30	\$ 18.05
Net Cost per Service Hour (CUTA)	\$ 102.71	\$ 116.91	-12.1%	\$ 130.02	\$ 91.38
% Cost Recovery (CUTA)	4%	7%		1%	13%
Gross cost per KM	\$ 9.56	\$ 13.48		\$ 10.25	\$ 9.36
Route KM	14,773	1121400%		10,854	13,399
Ridership	8,495	16,469	-48.4%	1,953	21,959
Service Hours	1,055	1,074	-1.8%	680	1,017
Ridership per Service Hour	8	15	-47.5%	3	22

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 5 - Canmore Local	January - December 2021				
	2021	2021	COMP	2020	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ -	\$ -		\$ -	\$ 5.64
Gross Cost per Service Hour	\$ 116.83	\$ 114.29	2.2%	\$ 110.20	\$ 112.49
Direct Operating Cost per Service Hour	\$ 94.51	\$ 90.81	4.1%	\$ 84.83	\$ 90.71
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 14.85	\$ 15.14	-1.9%	\$ 14.68	\$ 14.91
Net Cost per Service Hour (CUTA)	\$ 101.98	\$ 99.15	2.9%	\$ 95.52	\$ 91.94
% Cost Recovery (CUTA)	0%	0%		0%	6%
Gross cost per KM	\$ 5.09	\$ 4.26		\$ 5.09	\$ 4.50
Route KM	190,192	209,410		170,404	190,558
Ridership	96,241	108,438	-11.2%	86,737	143,755
Service Hours	8,279	7,798	6.2%	7,884	7,630
Ridership per Service Hour	12	14	-16.4%	11	19

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 6 - Lake Minnewanka	January - December 2021				
	2021	2021	COMP	2020	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 7.59	\$ 9.43	-19.5%	\$ -	\$ 15.10
Gross Cost per Service Hour	\$ 136.90	\$ 152.06	-10.0%	\$ -	\$ 113.75
Direct Operating Cost per Service Hour	\$ 103.93	\$ 125.13	-16.9%	\$ -	\$ 89.43
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ -	\$ 6.87
Lease/Amortization per Service Hour	\$ 25.50	\$ 18.60	37.1%	\$ -	\$ 17.45
Net Cost per Service Hour (CUTA)	\$ 103.80	\$ 124.03	-16.3%	\$ -	\$ 81.20
% Cost Recovery (CUTA)	7%	7%		0%	16%
Gross cost per KM	3.96	\$ 5.01		\$ -	\$ 3.35
Route KM	93,264	81,851			95,279
Ridership	21,482	32,054	-33.0%	0	42,738
Service Hours	2,696	2,696	0.0%	0	2,806
Ridership per Service Hour	8	12	-33.0%	0	15

Route not operating in 2020

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 8 - Lake Louise / Banff Regional Winter	January - December 2021				2019
	2021	2021	COMP	2020	
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 42.14	\$ 57.84	-27.1%	\$ 47.97	\$ 87.70
Gross Cost per Service Hour	\$ 139.18	\$ 144.11	-3.4%	\$ 125.83	\$ 124.93
Direct Operating Cost per Service Hour	\$ 109.82	\$ 111.15	-1.2%	\$ 103.67	\$ 106.33
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 21.89	\$ 24.62	-11.1%	\$ 11.46	\$ 11.74
Net Cost per Service Hour (CUTA)	\$ 75.15	\$ 61.65	21.9%	\$ 66.40	\$ 25.49
% Cost Recovery (CUTA)	36%	48%		42%	77%
Gross cost per KM	\$ 2.84	\$ 1.99		\$ 2.65	\$ 2.47
Route KM	175,807	238,082		154,123	142,919
Ridership	17,810	25,013	-28.8%	24,024	33,732
Service Hours	3,590	3,281	9.4%	3,245	2,832
Ridership per Service Hour	5	8	-34.9%	7	12

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

Route 8X - Lake Louise / Banff Regional Express - Summer	January - December 2021				2019
	2021	2021	COMP	2020	
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 63.68	\$ 72.31	-11.9%	\$ 40.32	\$ 104.94
Gross Cost per Service Hour	\$ 193.72	\$ 194.86	-0.6%	\$ 223.00	\$ 129.18
Direct Operating Cost per Service Hour	\$ 130.18	\$ 146.61	-11.2%	\$ 128.56	\$ 100.12
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 56.07	\$ 39.92	40.4%	\$ 83.74	\$ 22.20
Net Cost per Service Hour (CUTA)	\$ 73.97	\$ 82.63	-10.5%	\$ 98.94	\$ 2.05
% Cost Recovery (CUTA)	46%	47%		29%	98%
Gross cost per KM	\$ 3.19	\$ 3.06		\$ 4.81	\$ 2.16
Route KM	231,746	239,061		117,220	275,416
Ridership	37,411	68,756	-45.6%	17,295	81,717
Service Hours	3,816	3,751	1.7%	2,533	4,612
Ridership per Service Hour	10	18	-46.5%	7	18

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

Route 8S - Lake Louise / Banff Regional Scenic - Summer	January - December 2021				2019 ACTUAL
	2021 ACTUAL	2021 BUDGET	COMP %	2020 ACTUAL	
Revenue per Service Hour	\$ 27.91	\$ 29.98	-6.9%	\$ -	\$ -
Gross Cost per Service Hour	\$ 177.11	\$ 196.42	-9.8%	\$ -	\$ -
Direct Operating Cost per Service Hour	\$ 120.00	\$ 135.28	-11.3%	\$ -	\$ -
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ -	\$ -
Lease/Amortization per Service Hour	\$ 49.64	\$ 52.81	-6.0%	\$ -	\$ -
Net Cost per Service Hour (CUTA)	\$ 99.56	\$ 113.63	-12.4%	\$ -	\$ -
% Cost Recovery (CUTA)	22%	21%		0%	0%
Gross cost per KM	3.20	\$ 5.05		\$ -	\$ 4.39
Route KM	65,928	46,255			26,797
Ridership	5,029	6,587	-23.7%	0	0
Service Hours	1,190	1,190	0.0%	0	0
Ridership per Service Hour	4	6	-23.7%	0	0

Route not operating in 2020

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 9 - Johnston Canyon	January - December 2021				
	2021	2021	COMP	2020	2020
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 61.97	\$ 32.00	93.7%	\$ -	\$ 34.75
Gross Cost per Service Hour	\$ 179.50	\$ 196.16	-8.5%	\$ -	\$ -
Direct Operating Cost per Service Hour	\$ 128.05	\$ 133.66	-4.2%	\$ -	\$ 105.21
Overhead per Service Hour	\$ 7.47	\$ 8.33	-10.4%	\$ -	\$ 10.70
Lease/Amortization per Service Hour	\$ 43.98	\$ 54.17	-18.8%	\$ -	\$ -
Net Cost per Service Hour (CUTA)	\$ 73.55	\$ 109.99	-33.1%	\$ -	\$ 81.15
% Cost Recovery (CUTA)	46%	23%		0%	30%
Gross cost per KM	3.19	\$ 5.37		\$ -	\$ 4.73
Route KM	75,917	42,316			
Ridership	15,134	8,358	81.1%	0	0
Service Hours	1,349	1,159	16.4%	0	28,957
Ridership per Service Hour	11	7	55.6%	0	0

Route not operating in 2020

Bow Valley Regional Transit Services Commission
2021 KPIs with 2020 Actuals

Route 10 - Moraine Lake	January - December 2021				
	2021	2021	COMP	2020	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 37.60	\$ 34.99	0.0%	\$ 37.93	\$ 49.21
Gross Cost per Service Hour	\$ 155.88	\$ 117.17	0.0%	\$ 123.92	\$ 119.33
Direct Operating Cost per Service Hour	\$ 103.05	\$ 107.67	0.0%	\$ 96.46	\$ 112.07
Overhead per Service Hour	\$ 7.47	\$ 8.33	0.0%	\$ 10.70	\$ 6.87
Lease/Amortization per Service Hour	\$ 45.36	\$ 1.17	0.0%	\$ 16.76	\$ 0.39
Net Cost per Service Hour (CUTA)	\$ 72.92	\$ 81.01	0.0%	\$ 69.23	\$ 69.73
% Cost Recovery (CUTA)	34%	0%	0.0%	35%	41%
Gross cost per KM	\$ 4.95	\$ 2.40		\$ 2.30	\$ 2.53
Route KM	14,384	32,818		29,305	22,331
Ridership	2,471	68,756	0.0%	3,419	4,452
Service Hours	457	673	0.0%	544	473
Ridership per Service Hour	5	0	0.0%	6	9

Report to the Bow Valley Regional Transit Services Commission

2021 Overall Summary of results

March 2, 2022

Bow Valley Regional Transit Services Commission						
All routes - Actual vs budget vs Prior Year (PY)						
January - December 2021						
	Actual	Budget	Over/ under budget		PY Jan-Sep 2020	Difference from PY
Income						
Bus Pass Sales	789,173	383,777	405,396		359,384	429,790
Farebox Revenue	411,068	1,148,201	(737,133)		423,053	(11,985)
Grant Revenue	11,241	-	11,241		-	11,241
Interest Revenue	13,311	20,000	(6,689)		24,473	9,553
Marketing & Advertising Revenue	26,233	54,060	(27,827)		18,526	(24,980)
Other Income	12,007	2,448	9,559		5,991	(12,352)
Partner Programs	257,117	390,174	(133,057)		199,322	(168,225)
Recoveries - Operating (non-members)	1,263,505	1,117,182	146,323		922,639	62,366
Requisitions - Capital	5,121	-	5,121		7,542	495,431
Requisitions - Operating	2,553,368	2,658,223	(104,855)		3,027,272	495,431
Total Income	5,342,145	5,774,065	(431,920)		4,988,202	1,286,269
Gross Profit						
Expenses						
Advertising & Marketing Expenses	48,970	113,946	(64,977)		44,612	(56,280)
Contracted Services / Professional Fees	203,917	231,089	(27,172)		230,491	(11,754)
Fuel Expense	566,273	623,710	(57,437)		360,436	(187,997)
General Operating Expenses	134,638	111,541	23,097		104,639	8,584
Infrastructure Maintenance	30,237	34,095	(3,858)		11,037	(9,337)
Insurance Expense	82,071	88,125	(6,054)		67,895	12,081
Software Fees & Licences	153,510	161,160	(7,650)		130,272	4,101
Training, Travel & Meals	19,346	34,262	(14,916)		12,905	(13,204)
Vehicle Expenses	1,149,376	1,047,578	101,798		825,816	61,606
Wages & Benefits	3,200,291	2,983,671	216,620		2,498,845	(482,186)
Total Expenses	5,588,627	5,429,177	159,450		4,286,949	(674,385)
Surplus / Deficiency Prior to Amortization	(246,482)	344,888	(591,370)		701,253	(947,735)
Other Expenses						
Amortization Expense	1,196,815	1,064,979	131,836		942,686	(301,640)
Net Revenue	(1,443,296)	(720,091)	(723,205)		(241,433)	(1,201,864)

Note

- Admin and Route expenses only - excludes Tangible capital assets and grant category.
- \$151,000 of deficit represents payments made by non-partners to cover amortization expenses. True deficit is \$397,000.

Report to the Bow Valley Regional Transit Services Commission

2021 Overall Summary of results

March 2, 2022

Summary of variances

Still a continuing impact from COVID-19 on revenues and ridership.

Actual service hours for 2021 were 48,300, up from budgeted service hours of 47,000. Intercept lot and Moraine Road earlier riser were not included in budget numbers, and some of the routes had small variations from budget (PY service hours of 37,400).

Actual ridership for 2021 was 685,000 passengers down from budgeted ridership of 1,180,000. Which had a large impact on revenues (PY ridership of 550,000).

Revenues from bus pass sales/farebox revenues/hotel partner program were \$1.45 million; down \$465,000 from budgeted amounts of \$1.9 million (PY revenues of \$982,000).

Overall operating expenses were \$5.59million; \$160,000 above budgeted amounts of \$5.43 million (PY operating expenses of \$4.29 million). But included \$150,000 for On-it contract payments which were not in budget.

Overall excluding on-it contract payments expenses are consistent with budgeted amounts despite increases in service hours. Revenues fell well short of expectations leading to overall deficits in all members regular routes.

Prior year revenues included approximately \$450,000 of MOST relief COVID-19 funding, in operating requisitions; increasing the surplus allocated to members.

Currently all members still have large operating reserve balances based on previous years surpluses. So current year deficits do not result in any increased requisitions for members. Administration ideally wants to maintain healthy operating reserves balances as it provides members with a buffer when unexpected circumstances arise. Administration does its best to stick within operating expense budgets, however it is more difficult to adjust to passenger revenue shortfalls. Going forward in 2022 Administration will try to forecast during the quarterly reporting process to ensure that we are adjusting expenses where possible to meet expected revenue decline.

Revenue

Pass and farebox sales combined were approximately \$330,000 under budget. Pass sales and farebox collection were budgeted to be 65% of 2019 numbers, this estimate proved to be too ambitious, with actual revenues falling well short of this.

Partner program revenues were approximately \$130,000 under budget. Hotel partner program revenues were estimated to be 50% of contract rates in the first 6 months, and 100% in the remaining 6 months. During the year we worked with the hotels to ensure that the rates charges reflect guest and staff ridership, and there were only a few months in the summer when the full rate was charged.

Bus pass sales includes ticket vending machines and reservations system revenues. These options combined with taking away change vouchers from the bus has meant that customers are purchasing

Report to the Bow Valley Regional Transit Services Commission

2021 Overall Summary of results

March 2, 2022

through alternative means instead of using fareboxes. Therefore, pass sales are over budget and farebox revenues are under budget.

Grant revenue of \$11,000 represents grant funding received for operational expenses such as job grant wages, the reservation system etc. As mentioned above this operating statement does not include grant funding received for Tangible Capital Assets.

Advertising revenues are down approximately \$27,000 from budget. Advertising interest only started again from May onwards, so advertising sales numbers fell short of expected amounts.

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 member contributions to On-it which were not included in the budget. ID#9 maximum contribution for Lake Louise summer routes was fully allocated to the maintenance reserve.

Expenses

Most expense line items were consistent with budgeted amounts.

Wages are \$216,000 above budget:

- Driver wages are approximately \$70,000 above budget. This is due to the increase in service hours from budgeted amounts.
- Operations wages are approximately \$25,000 above budget. This is due to changing operations staff from 35 hours per week to 40 hours per week to reflect time demands on the role. This change was in effect October 2021, but only budgeted from 2022 forward.
- Wash bay staff wages of \$108,000 were included in here but were budgeted with bus washing in contracted services above. When this is considered, wages are actually \$70,000 over budget.
- Administration and customer service wages are consistent with budget amounts.

Town of Banff maintenance for vehicles was approximately \$100,000 over budget, which was the main contributor to making vehicle expenses over budget. The increase in our fleet was included in budget amounts, but our estimate was short compared to actuals.

Contracted services are over budget. This includes contract payments for On-it of \$150,000 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 (see comment above). 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 \$60,000 but based on actual expenses. Electricity usage for the electric bus chargers was allocated from June onwards. In 2021 we are only 6 months in to using 3

Report to the Bow Valley Regional Transit Services Commission

2021 Overall Summary of results

March 2, 2022

electric buses as part of our fleet, so too early to tell but this may reflect level of potential cost savings based on electric buses over diesel buses.

General operating expenses are over budget. Largely due transit storage utilities. Rental payments were budgeted for the transit storage building in the vehicle expenses section, but additional utilities of approximately \$30,000 were not included. There were delays in getting the building solar panels installed, as such electrical costs were much larger than anticipated. Also bank fees are over budget by \$9,000 due to use of vending machines and reservation system and associated Moneris fees.

Advertising and marketing expenses are under budget by \$65,000. Advertising activity increased in the lead up to summer, and in the second half of the year, but still much less than budgeted amounts.

Amortization expense under budget but based on actual year end calculations.

Bow Valley Regional Transit Services Commission
All Routes - Actual vs Budget (pg 1/2)
January - December 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	0								44,381	29,067	38,311	30,236	338,204	225,633	698		-51	
Farebox Revenue	0								64,446	142,294	56,913	151,385	116,388	361,008	4,249	9,652	0	
Grant Revenue	4,832								721		797		1,015		78		1,134	
Interest Revenue	13,311	20,000																
Marketing & Advertising Revenue	1,347								5,862	15,300	5,460	15,300	5,529	12,240			3,120	11,220
Other Income	9,017								1,330	1,224	1,330	1,224						
Partner Programs									173,302	245,124	75,370	142,050	1,692	3,000				
Recoveries - Operating (non-members)	8,684	-46,974	84,583				84,684		19,647	22,277	25,663	27,177			127,580	131,357		
	4,388								367		367							
Requisitions - Operating	438,228	438,228	65,552		62,000				385,698	385,698	386,339	386,339	314,702	314,702			696,954	696,954
Total Income	\$ 479,806	\$ 411,254	\$ 150,136	\$ -	\$ 62,000	\$ -	\$ 84,684	\$ -	\$ 695,754	\$ 840,984	\$ 590,549	\$ 753,711	\$ 777,529	\$ 916,583	\$ 132,605	\$ 141,009	\$ 701,157	\$ 708,174
Expenses																		
Advertising & Marketing Expenses	5,233	552							8,462	23,438	7,974	20,237	9,381	19,068	649	3,321	8,004	14,900
Contracted Services / Professional Fees	23,451	40,764	142,636						5,238	39,011	4,956	36,182	6,729	44,383	812	3,935	9,166	15,627
Fuel Expense	154				4,082		12,705		64,276	81,518	55,745	62,843	137,485	175,097	5,500	5,077	82,830	84,847
General Operating Expenses	49,584	52,912			55		72		15,345	10,559	13,092	9,946	16,162	13,110	2,128	442	8,351	7,350
Infrastructure Maintenance	658				403				6,471	6,482	6,554	6,732	3,988	3,439	539	1,020	1,031	7,669
Insurance Expense	7,622	7,952							13,315	15,544	10,003	12,519	9,344	8,488	1,926	1,744	10,334	9,467
Software Fees & Licences	7,841	20,080							22,071	22,720	20,818	22,220	21,149	18,420	4,558	6,010	18,148	15,520
Training, Travel & Meals	18,157	27,107							216	1,350	198	1,200	235	1,200	27	120	209	1,200
Vehicle Expenses	25,799	13,100			5,497		7,915		193,613	169,815	176,635	160,959	200,610	148,913	26,783	31,122	167,179	108,895
Wages & Benefits	245,737	248,787	7,500		23,331		38,804		456,180	470,547	428,123	420,873	535,766	484,465	67,090	73,418	481,051	442,699
Total Expenses	\$ 384,237	\$ 411,254	\$ 150,136	\$ -	\$ 33,369	\$ -	\$ 59,497	\$ -	\$ 785,187	\$ 840,984	\$ 724,097	\$ 753,711	\$ 940,849	\$ 916,583	\$ 110,011	\$ 126,209	\$ 786,304	\$ 708,174
Surplus / Deficiency Prior to Amortization	\$ 95,569	\$ -	\$ -	\$ -	\$ 28,631	\$ -	\$ 25,187	\$ -	\$ (89,434)	\$ -	\$ (133,548)	\$ -	\$ (163,319)	\$ -	\$ 22,594	\$ 14,800	\$ (85,147)	\$ -
Amortization Expense	30,623	54,755					25,187		223,009	200,000	213,066	188,824	116,311	90,556	22,594	14,800	113,732	109,006
Net Income	\$ 64,946	\$ (54,755)	\$ -	\$ -	\$ 28,631	\$ -	\$ -	\$ -	\$ (312,443)	\$ (200,000)	\$ (346,614)	\$ (188,824)	\$ (279,631)	\$ (90,556)	\$ -	\$ -	\$ (198,878)	\$ (109,006)

<div> <div>Bow Valley Regional Transit Services Commission</div> <div>All Routes - Actual vs Budget (pg 2/2)</div> <div>January - December 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		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income																	
Bus Pass Sales	4,574		0		107,566	41,569	25,169	4,602	143,551	46,092	72,732	4,004	14,039	2,574	789,173	383,777	206%
Farebox Revenue	8,771	25,428	0		41,665	148,168	7,536	31,063	97,691	225,143	10,276	33,084	3,133	20,976	411,068	1,148,201	36%
Grant Revenue	107						394		1,453		397		313		11,241		
Interest Revenue															13,311	20,000	67%
Marketing & Advertising Revenue	378				2,024		328		1,757		428				26,233	54,060	49%
Other Income							165				165				12,007	2,448	490%
Partner Programs	6,753														257,117	390,174	66%
Recoveries - Operating (non-members)	326,621	358,915	41,632	46,974			106,340	117,478	294,566	298,258	93,496	112,808	50,009	48,912	1,263,505	1,117,182	113%
															5,121		
Requisitions - Operating					203,895	174,897		69,198	0	125,760		66,447			2,553,368	2,658,223	96%
Total Income	\$ 347,204	\$ 384,343	\$ 41,632	\$ 46,974	\$ 355,150	\$ 364,634	\$ 139,933	\$ 222,341	\$ 539,018	\$ 695,253	\$ 177,495	\$ 216,343	\$ 67,494	\$ 72,462	\$ 5,342,145	\$ 5,774,065	93%
Expenses																	
Advertising & Marketing Expenses	1,977	5,980			2,275	5,200	1,032	2,400	2,872	15,500	1,111	2,650		700	48,970	113,946	43%
Contracted Services / Professional Fees	2,257	9,290			3,003	18,173	1,265	4,571	3,245	14,743	990	4,210	171	200	203,917	231,089	88%
Fuel Expense	31,374	33,130	-115		56,416	72,400	17,676	14,956	67,943	68,256	23,370	14,486	6,831	11,100	566,273	623,710	91%
General Operating Expenses	6,168	1,111	1,564		5,251	7,568	2,900	1,392	9,367	5,717	3,750	1,314	847	120	134,638	111,541	121%
Infrastructure Maintenance	1,544	2,087	0		1,077	3,215	2,547	589	2,468	2,011	2,623	551	334	300	30,237	34,095	89%
Insurance Expense	4,994	7,313	2,776	2,588	2,046	1,856	4,336	4,176	10,506	12,302	4,470	4,176	399		82,071	88,125	93%
Software Fees & Licences	9,659	11,610	3,876	5,000	7,275	5,670	7,992	7,710	20,779	18,270	8,270	7,710	1,073	220	153,510	161,160	95%
Training, Travel & Meals	65	300			90	1,050	32	200	89	300	28	215		20	19,346	34,262	56%
Vehicle Expenses	66,724	89,462	16,628	24,533	94,643	49,511	34,306	44,429	89,763	150,093	34,526	44,246	8,754	12,500	1,149,376	1,047,578	110%
Wages & Benefits	169,325	177,057			233,635	199,990	76,695	80,487	306,941	262,692	99,827	75,354	30,286	47,302	3,200,291	2,983,671	107%
Total Expenses	\$ 294,086	\$ 337,340	\$ 24,730	\$ 32,121	\$ 405,712	\$ 364,633	\$ 148,781	\$ 160,910	\$ 513,972	\$ 549,884	\$ 178,965	\$ 154,912	\$ 48,696	\$ 72,462	\$ 5,588,627	\$ 5,429,177	103%
Surplus / Deficiency Prior to Amortization	\$ 53,118	\$ 47,003	\$ 16,903	\$ 14,853	\$ (50,561)	\$ 1	\$ (8,848)	\$ 61,431	\$ 25,046	\$ 145,369	\$ (1,470)	\$ 61,431	\$ 18,798	\$ -	\$ (246,482)	\$ 344,888	
Amortization Expense	53,118	47,003	16,903	14,853	64,750	76,951	52,236	61,431	194,251	145,369	52,236	61,431	18,798		1,196,815	1,064,979	112%
Net Income	\$ (0)	\$ -	\$ -	\$ -	\$ (115,312)	\$ (76,950)	\$ (61,084)	\$ -	\$ (169,205)	\$ -	\$ (53,706)	\$ -	\$ -	\$ -	\$ (1,443,296)	\$ (720,091)	

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 1/2) January - December 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 - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)
INCOME																		
Bus Pass Sales	0	0							44,381	22,543	38,311	22,346	338,204	202,389	698	141	-51	-4,330
Farebox Revenue	0	0							64,446	54,247	56,913	52,917	116,388	151,983	4,249	881	0	-12
Grant Revenue	4,832								721		797		1,015		78		1,134	
Interest Revenue	13,311	24,473																
Marketing & Advertising Revenue	1,347								5,862	5,054	5,460	4,304	5,529	5,226			3,120	2,058
Other Income	9,017	989							1,330	1,607	1,330	1,307		116				1,202
Partner Programs									173,302	142,685	75,370	55,457	1,692	1,180				
Recoveries - Operating (non-members)	8,684	-28,246	84,583	88,814			84,684	48,154	19,647	19,622	25,663	93,443			127,580	102,641		
	4,388								367	3,771	367	3,771						
Requisitions - Operating	438,228	428,085	65,552	8,881	62,000	62,000			385,698	403,846	386,339	470,043	314,702	499,167			696,954	715,722
Total Income	479,806	425,301	150,136	97,695	62,000	62,000	84,684	48,154	695,754	653,375	590,549	703,588	777,529	860,060	132,605	103,663	701,157	714,640
EXPENSES																		
Advertising & Marketing Expenses	5,233	970						225	8,462	6,862	7,974	6,335	9,381	6,939	649	1,031	8,004	10,047
Contracted Services / Professional Fees	23,451	65,439	142,636	90,195					5,238	13,110	4,956	12,276	6,729	12,335	812	906	9,166	15,758
Fuel Expense	154	2			4,082		12,705	4,703	64,276	47,318	55,745	47,657	137,485	105,082	5,500	3,848	82,830	66,918
General Operating Expenses	49,584	51,215			55		72		15,345	14,225	13,092	13,573	16,162	10,838	2,128	780	8,351	4,253
Infrastructure Maintenance	658				403				6,471	3,340	6,554	3,544	3,988	1,250	539	218	1,031	1,794
Insurance Expense	7,622	-40						779	13,315	11,873	10,003	8,924	9,344	8,286	1,926	1,715	10,334	9,240
Software Fees & Licences	7,841	7,801					1,332		22,071	19,001	20,818	17,648	21,149	17,288	4,558	3,622	18,148	14,574
Training, Travel & Meals	18,157	8,765							216	931	198	772	235	515	27	121	209	480
Vehicle Expenses	25,799	1,736			5,497		7,915	5,004	193,613	153,345	176,635	167,386	200,610	128,607	26,783	30,924	167,179	116,487
Wages & Benefits	245,737	255,468	7,500	7,500	23,331		38,804	27,282	456,180	368,295	428,123	428,969	535,766	446,485	67,090	38,997	481,051	429,199
Total Expenses	384,237	391,356	150,136	97,695	33,369	-	59,497	39,326	785,187	638,301	724,097	707,082	940,849	737,626	110,011	82,159	786,304	668,749
Surplus / Deficiency Prior to Amortization	95,569	33,945	0	-	28,631	62,000	25,187	8,828	(89,434)	15,074	(133,548)	(3,494)	(163,319)	122,434	22,594	21,504	(85,147)	45,891
Amortization Expense	30,623	24,904					25,187	8,828	223,009	101,336	213,066	101,449	116,311	109,882	22,594	21,504	113,732	110,372
Net Income	64,946	9,040	0	-	28,631	62,000	-	-	(312,443)	(86,262)	(346,614)	(104,943)	(279,631)	12,552	-	-	(198,878)	(64,481)

Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 2/2) January - December 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		
	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Jan - Dec. 2021	Jan - Dec. 2020 (PY)	Change
INCOME																	
Bus Pass Sales	4,574	0	0	8	107,566	55,229	25,169	0	143,551	54,617	72,732	-4	14,039	6,446	789,173	359,384	429,790
Farebox Revenue	8,771	-123	0	2,678	41,665	99,086	7,536	-50	97,691	47,290	10,276	-25	3,133	14,181	411,068	423,053	-11,985
Grant Revenue	107						394		1,453		397		313		11,241	0	11,241
Interest Revenue															13,311	24,473	-11,162
Marketing & Advertising Revenue	378			373	2,024	1,311	328	0	1,757	200	428	0			26,233	18,526	7,707
Other Income		116					165	83			165	570			12,007	5,991	6,016
Partner Programs	6,753														257,117	199,322	57,795
Recoveries - Operating (non-members)	326,621	111,986	41,632	79,424			106,340	62,530	294,566	240,971	93,496	62,730	50,009	40,570	1,263,505	922,639	340,866
															5,121	7,542	-2,421
Requisitions - Operating					203,895	336,627		0	0	102,901		0			2,553,368	3,027,272	-473,904
Total Income	347,204	111,980	41,632	82,483	355,150	492,253	139,933	62,563	539,018	445,979	177,495	63,270	\$ 67,494	\$ 61,197	\$ 5,342,145	\$ 4,988,202	\$ 353,943
EXPENSES																	0
Advertising & Marketing Expenses	1,977	950		1,477	2,275	3,568	1,032	534	2,872	3,747	1,111	630		1,298	48,970	44,612	4,357
Contracted Services / Professional Fees	2,257	2,278		1,994	3,003	7,460	1,265	993	3,245	6,741	990	943	171	64	203,917	230,491	-26,575
Fuel Expense	31,374		-115	3,341	56,416	47,909	17,676		67,943	26,716	23,370		6,831	6,942	566,273	360,436	205,836
General Operating Expenses	6,168	1,192	1,564	1,266	5,251	2,883	2,900	505	9,367	3,177	3,750	492	847	239	134,638	104,639	29,999
Infrastructure Maintenance	1,544				1,077	93	2,547		2,468	350	2,623		334	447	30,237	11,037	19,200
Insurance Expense	4,994	4,452	2,776	2,526	2,046	1,810	4,336	4,106	10,506	9,344	4,470	4,106	399	772	82,071	67,895	14,175
Software Fees & Licences	9,659	6,904	3,876	4,593	7,275	6,755	7,992	6,575	20,779	16,537	8,270	6,337	1,073	1,305	153,510	130,272	23,237
Training, Travel & Meals	65	298		154	90	333	32	126	89	286	28	123			19,346	12,905	6,441
Vehicle Expenses	66,724	39,992	16,628	12,798	94,643	60,867	34,306	18,867	89,763	62,945	34,526	19,791	8,754	7,068	1,149,376	825,816	323,560
Wages & Benefits	169,325	7,507		37,831	233,635	204,730	76,695	8,195	306,941	195,727	99,827	8,347	30,286	34,315	3,200,291	2,498,845	701,446
Total Expenses	294,086	63,573	24,730	65,979	405,712	336,408	148,781	39,902	513,972	325,570	178,965	40,769	\$ 48,696	\$ 52,451	\$ 5,588,627	\$ 4,286,949	\$ 1,301,678
Surplus / Deficiency Prior to Amortization	53,118	48,407	16,903	16,504	(50,561)	155,845	(8,848)	22,661	25,046	120,408	(1,470)	22,501	\$ 18,798	\$ 8,745	\$ (246,482)	\$ 692,425	\$ (938,907)
Amortization Expense	53,118	48,407	16,903	16,504	64,750	34,984	52,236	72,705	194,251	210,361	52,236	72,705	18,798	8,745	1,196,815	942,686	
Net Income	-	-	-	-	(115,312)	120,861	(61,084)	(50,044)	(169,205)	(89,953)	(53,706)	(50,204)	-	-	\$ (1,443,296)	\$ (241,433)	(1,201,864)

Bow Valley Regional Transit Services Commission Administrative

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income															
Grant Revenue							324			4,508			4,832	-	
Interest Revenue	2,333	5,001	47%	2,768	5,001	55%	2,265	5,001	45%	5,946	4,997	119%	13,311	20,000	67%
Marketing & Advertising Revenue	187			280			280			599			1,347	-	
Other Income	14			100			12			8,890			9,017	-	
Recoveries - Operating (non-members)	-8,249	-11,743	70%	(9,165)	(11,742)	78%	(11,455)	(11,742)	98%	37,554	-11,747	-320%	8,684	(46,974)	-18%
Requisitions - Capital										4,388			4,388	-	
Requisitions - Operating	126,177	126,177	100%	105,990	105,990	100%	90,741	90,741	100%	115,320	115,320	100%	438,228	438,228	100%
Total Income	\$ 120,461	\$ 119,435	101%	99,973	99,249	101%	82,167	84,000	98%	177,204	108,570	163%	479,806	411,254	117%
Gross Profit	\$ 120,461	\$ 119,435	1.008594	99,973	99,249	1.0073	82,167	84,000	0.97818	177,204	108,570	1.63217	479,806	411,254	
Expenses													-	-	
Advertising & Marketing Expenses	599	138	434%	1,649	138	1195%	280	138	203%	2,705	138	1960%	5,233	552	948%
Contracted Services / Professional Fees	10,970	19,553	56%	4,660	7,068	66%	3,792	7,068	54%	4,370	7,075	62%	23,791	40,764	58%
Fuel expense	2			-			11			141			154	-	
General Operating Expenses	10,461	13,227	79%	11,968	13,227	90%	13,620	13,227	103%	13,126	13,231	99%	49,175	52,912	93%
Infrastructure Maintenance							200			458					
Insurance Expense	1,497	1,989	75%	2,289	1,989	115%	1,893	1,989	95%	1,942	1,985	98%	7,622	7,952	96%
Software Fees & Licences	1,840	3,021	61%	2,523	11,021	23%	1,832	3,021	61%	1,771	3,017	59%	7,965	20,080	40%
Training, Travel & Meals	2,259	6,771	33%	4,094	6,771	60%	2,707	6,771	40%	9,097	6,794	134%	18,157	27,107	67%
Vehicle Expenses	671	3,273	20%	69	3,273	2%	12,731	3,273	389%	12,273	3,281	374%	25,744	13,100	197%
Wages & Benefits	73,294	71,463	103%	58,251	55,762	104%	42,938	48,513	89%	71,255	73,049	98%	245,737	248,787	99%
Total Expenses	101,593	119,435	85%	85,503	99,249	86%	80,005	84,000	95%	117,137	108,570	108%	384,237	411,254	93%
Surplus / Deficiency Prior to Amortization	18,869	-		14,470	-		2,162	-		60,067	-		95,569	-	
Amortization Expense	13,686	13,688	100%	13,686	13,689	100%	13,686	13,689	100%	(10,435)	13,689	-76%	30,623	54,755	56%
Net Income	5,183	(13,688)		784	(13,689)		(11,524)	(13,689)		70,502	(13,689)		64,946	(54,755)	

- 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) Under budget but based on actual travel, meals and memberships paid.
- 8) Lion electric bus budgeted in admin for the current year, but order cancelled. Also \$15K of expenses that are accident related.
- 9) Foreign exchange gain/loss from the volume and size of USD transactions
- 10) Capital projects allocated to the operating statement to be split amongst members

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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	5,204	6,145	85%	5,299	5,664	94%	22,484	7,195	312%	11,393	10,063	113%	44,381	29,067	153%
Farebox Revenue	4,092	26,073	16%	5,982	30,283	20%	41,169	62,081	66%	13,203	23,857	55%	64,446	142,294	45%
Grant Revenue							721						721	-	
Marketing & Advertising Revenue	577	2,741	21%	1,687	3,615	47%	2,362	6,141	38%	1,236	2,803	44%	5,862	15,300	38%
Other Income	130	218	60%		289	0%	438	492	89%	763	225	339%	1,330	1,224	109%
Partner Programs	31,518	40,854	77%	31,908	40,854	78%	63,967	81,708	78%	45,909	81,708	56%	173,302	245,124	71%
Recoveries - Operating (non-members)	4,912	5,573	88%	4,912	5,568	88%	4,912	5,568		4,912	5,568		19,647	22,277	88%
Requisitions - Capital										367			367	-	
Requisitions - Operating	70,776	70,776	100%	122,912	122,912	100%	140,335	140,335	100%	51,675	51,675	100%	385,698	385,698	100%
Total Income	117,208	152,380	77%	172,700	209,185	83%	276,388	303,520	91%	129,456	175,899	74%	695,754	840,984	83%
Expenses													-	-	
Advertising & Marketing Expenses	1,087	4,403	25%	2,020	5,579	36%	2,669	8,978	30%	2,664	4,478	59%	8,440	23,438	36%
Contracted Services / Professional Fees	1,396	3,960	35%	1,373	8,947	15%	1,222	13,729	9%	1,247	12,375	10%	5,238	39,011	13%
Fuel Expense	9,849	16,694	59%	15,351	18,922	81%	20,206	29,361	69%	18,870	16,541	114%	64,276	81,518	79%
General Operating Expenses	1,639	1,890	87%	2,398	2,497	96%	6,338	4,238	150%	4,970	1,934	257%	15,345	10,559	145%
Infrastructure Maintenance	99	1,163	8%	3,897	1,531	255%	1,724	2,601	66%	750	1,187	63%	6,471	6,482	100%
Insurance Expense	3,329	3,889	86%	3,329	3,885	86%	3,329	3,885	86%	3,329	3,885	86%	13,315	15,544	86%
Software Fees & Licences	4,739	5,515	86%	4,718	5,795	81%	5,545	5,898	94%	7,069	5,512	128%	22,071	22,720	97%
Training, Travel & Meals	32	238	14%	31	319	10%	127	544	23%	48	249	19%	238	1,350	18%
Vehicle Expenses	32,252	28,237	114%	43,663	43,938	99%	61,272	58,341	105%	56,426	39,299	144%	193,613	169,815	114%
Wages & Benefits	72,448	86,391	84%	86,879	117,870	74%	185,920	175,846	106%	110,932	90,440	123%	456,180	470,547	97%
Total Expenses	126,870	152,380	83%	163,659	209,283	78%	288,353	303,421	95%	206,306	175,900	117%	785,187	840,984	93%
Surplus / Deficiency Prior to Amortization	(9,661)	-		9,041	(98)		(11,964)	99		(76,849)	(1)		(89,434)	-	
Amortization Expense	50,001	49,997	100%	50,001	50,001	100%	50,001	50,001	100%	73,006	50,001	146%	223,009	200,000	112%
Net Income	(59,662)	(49,997)		(40,960)	(50,099)		(61,965)	(49,902)		(149,855)	(50,002)		(312,443)	(200,000)	

1) Overall Pass sales/farebox revenue/partner program revenue are down from budget due by approximately \$230K 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) General operating expenses includes utilities paid for transit storage building, these were not budgeted for.

7) Vehicle expenses over budget, TOB maintenance approximately \$100K over budget amounts, and allocated by service hours.

8) All wages either consistent with or lower than budget. But based on actual expenses incurred. Also includes bus washing wages mentioned above.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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	5,219	6,145	85%	5,358	6,182	87%	17,766	7,810	227%	9,967	10,099	99%	38,311	30,236	127%
Farebox Revenue	5,393	23,950	23%	7,499	34,690	22%	30,244	69,727	43%	13,776	23,018	60%	56,913	151,385	38%
Grant Revenue							797						797	-	
Marketing & Advertising Revenue	577	3,072	19%	1,697	3,668	46%	2,517	5,418	46%	668	3,142	21%	5,460	15,300	36%
Other Income	130	243	53%		294	0%	438	435	101%	763	252	303%	1,330	1,224	109%
Partner Programs	12,675	23,676	54%	12,817	23,676	54%	28,304	47,349	60%	21,574	47,349	46%	75,370	142,050	53%
Recoveries - Operating (non-members)	6,416	0		6,416	10,192	63%	6,416	16,985	38%	6,416	0		25,663	27,177	94%
Requisitions - Capital										367			367	-	
Requisitions - Operating	92,722	92,722	100%	108,266	108,266	100%	95,558	95,558	100%	89,793	89,793	100%	386,339	386,339	100%
Total Income	123,132	149,808	82%	142,053	186,968	76%	182,039	243,282	75%	143,324	173,653	83%	590,549	753,711	78%
Expenses													-	-	
Advertising & Marketing Expenses	1,057	4,193	25%	1,924	4,881	39%	2,369	6,892	34%	2,602	4,271	61%	7,952	20,237	39%
Contracted Services / Professional Fees	1,420	4,132	34%	1,330	8,359	16%	960	11,137	9%	1,246	12,554	10%	4,956	36,182	14%
Fuel Expense	9,194	13,818	67%	12,738	14,678	87%	14,399	20,801	69%	19,413	13,546	143%	55,745	62,843	89%
General Operating Expenses	1,639	1,999	82%	2,374	2,384	100%	4,889	3,521	139%	4,189	2,042	205%	13,092	9,946	132%
Infrastructure Maintenance	161	1,363	12%	3,918	1,617	242%	1,724	2,359	73%	750	1,393	54%	6,554	6,732	97%
Insurance Expense	2,501	3,132	80%	2,501	3,129	80%	2,501	3,129	80%	2,501	3,129	80%	10,003	12,519	80%
Software Fees & Licences	4,689	5,608	84%	4,385	5,510	80%	4,675	5,489	85%	7,069	5,613	126%	20,818	22,220	94%
Training, Travel & Meals	33	239	14%	30	288	11%	113	426	27%	44	247	18%	220	1,200	18%
Vehicle Expenses	32,751	29,053	113%	40,522	41,786	97%	49,840	51,159	97%	53,522	38,961	137%	176,635	160,959	110%
Wages & Benefits	80,389	86,271	93%	90,825	104,334	87%	145,063	138,371	105%	111,846	91,897	122%	428,123	420,873	102%
Total Expenses	133,834	149,808	89%	160,548	186,966	86%	226,533	243,284	93%	203,182	173,653	117%	724,097	753,711	96%
Surplus / Deficiency Prior to Amortization	(10,701)	-		(18,495)	2		(44,494)	(2)		(59,858)	-		(133,548)	-	
Amortization Expense	47,205	47,209	100%	47,205	47,205	100%	47,205	47,205	100%	71,451	47,205	151%	213,066	188,824	113%
Net Income	(57,906)	(47,209)		(65,700)	(47,203)		(91,699)	(47,207)		(131,309)	(47,205)		(346,614)	(188,824)	

- 1) Pass sales/farebox revenue/partner program revenue are down from budget approximately \$150K 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) General operating expenses includes utilities paid for transit storage building, these were not budgeted for.
- 7) Vehicle expenses over budget, TOB maintenance approximately \$100K over budget amounts, and allocated by service hours.
- 8) All wages either consistent with or lower than budget. But based on actual expenses incurred. Also includes bus washing wages mentioned above, making overall line item over budget.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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	56,268	46,723	120%	69,233	53,076	135%	118,361	59,280	200%	94,342	66,554	142%	338,204	225,633	150%
Farebox Revenue	15,771	61,391	26%	19,544	85,651	23%	44,660	125,615	36%	36,413	88,351	41%	116,388	361,008	32%
Grant Revenue							1,015						1,015	-	
Marketing & Advertising Revenue	495	2,631	19%	1,556	2,915	53%	1,712	3,496	49%	1,766	3,198	55%	5,529	12,240	45%
Partner Programs	292	750	39%	344	750	46%	544	750	73%	512	750	68%	1,692	3,000	56%
Requisitions - Operating	94,002	94,002	100%	82,688	82,688	100%	48,732	48,732	100%	89,280	89,280	100%	314,702	314,702	100%
Total Income	166,827	205,497	81%	173,365	225,080	77%	215,024	237,873	90%	222,313	248,133	90%	777,529	916,583	85%
Expenses													-	-	
Advertising & Marketing Expenses	2,325	4,199	55%	2,035	4,576	44%	2,073	5,344	39%	2,919	4,949	59%	9,353	19,068	49%
Contracted Services / Professional Fees	1,988	6,298	32%	1,768	9,787	18%	1,029	9,942	10%	1,944	18,356	11%	6,729	44,383	15%
Fuel Expense	21,077	37,988	55%	22,093	45,054	49%	44,216	46,173	96%	50,099	45,882	109%	137,485	175,097	79%
General Operating Expenses	2,422	2,819	86%	3,405	3,125	109%	5,258	3,742	141%	5,077	3,424	148%	16,162	13,110	123%
Infrastructure Maintenance	1,270	743	171%	1,620	821	197%	311	977	32%	788	898	88%	3,988	3,439	116%
Insurance Expense	2,336	2,116	110%	2,336	2,124	110%	2,336	2,124	110%	2,336	2,124	110%	9,344	8,488	110%
Software Fees & Licences	4,773	4,578	104%	4,539	4,590	99%	4,732	4,638	102%	7,105	4,614	154%	21,149	18,420	115%
Training, Travel & Meals	42	257	16%	38	284	13%	128	344	37%	56	315	18%	263	1,200	22%
Vehicle Expenses	41,614	30,022	139%	47,380	37,724	126%	41,133	41,574	99%	70,483	39,593	178%	200,610	148,913	135%
Wages & Benefits	100,922	116,477	87%	110,027	116,996	94%	139,366	123,014	113%	185,450	127,978	145%	535,766	484,465	111%
Total Expenses	178,770	205,497	87%	195,241	225,081	87%	240,581	237,872	101%	326,257	248,133	131%	940,849	916,583	103%
Surplus / Deficiency Prior to Amortization	(11,942)	-		(21,876)	(1)		(25,557)	1		(103,944)	-		(163,319)	-	
Amortization Expense	22,650	22,642	100%	22,650	22,638	100%	22,650	22,638	100%	48,361	22,638	214%	116,311	90,556	128%
Net Income	(34,592)	(22,642)		(44,526)	(22,639)		(48,207)	(22,637)		(152,305)	(22,638)		(279,631)	(90,556)	

1) Pass sales/farebox revenue/partner program revenue are down from budget by approximately \$150K 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) General operating expenses includes utilities paid for transit storage building, these were not budgeted for.

7) Vehicle expenses over budget, TOB maintenance approximatley \$100K over budget amunts, and allocated by service hours.

8) All wages either consistent with budget, with the expection of driver wages which is approx \$30K over budget. Also includes bus washing wages mentioned above, making overall line item over budget.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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				57			641						698	-	
Farebox Revenue				243	2,371	10%	4,006	7,281	55%				4,249	9,652	44%
Grant Revenue							78						78	-	
Recoveries - Operating (non-members)	3,485	10,296	34%	35,990	44,849	80%	70,276	73,212	96%	17,829	3,000	594%	127,580	131,357	97%
Total Income	3,485	10,296	34%	36,290	47,220	77%	75,001	80,493	93%	17,829	3,000	594%	132,605	141,009	94%
Expenses															
Advertising & Marketing Expenses	29	133	22%	136	951	14%	392	2,237	18%	92			649	3,321	20%
Contracted Services / Professional Fees	453			114	1,325	9%	234	2,610	9%	11			812	3,935	21%
Fuel Expense				2,340	1,697	138%	2,970	3,380	88%	189			5,500	5,077	108%
General Operating Expenses				107	126	85%	1,322	316	418%	700			2,128	442	482%
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%	678			4,558	6,010	76%
Training, Travel & Meals				5	36	13%	16	84	20%	5			27	120	22%
Vehicle Expenses	3,000	3,000	100%	5,748	8,416	68%	11,956	16,706	72%	6,079	3,000	203%	26,783	31,122	86%
Wages & Benefits	297	7,163	4%	19,327	25,971	74%	45,186	40,284	112%	2,280			67,090	73,418	91%
Total Expenses	3,778	10,296	37%	30,447	41,670	73%	65,751	71,243	92%	10,035	3,000	334%	110,011	126,209	87%
Surplus / Deficiency Prior to Amortization	(293)	-		5,843	5,550		9,250	9,250		7,794	-		22,594	14,800	
Amortization Expense				5,550	5,550	100%	9,250	9,250	100%	7,794	0		22,594	14,800	153%
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 monthly charge when not operating, and service hours when operating.

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			Oct - Dec, 2021			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	-6						(33)			12			(51)	-	
Grant Revenue							1,134						1,134	-	
Marketing & Advertising Revenue	495	2,790	18%	742	2,791	27%	1,142	2,827	40%	742	2,812	26%	3,120	11,220	28%
Requisitions - Operating	177,672	177,672	100%	170,608	170,608	100%	165,515	165,515	100%	183,159	183,159	100%	696,954	696,954	100%
Total Income	178,161	180,462	99%	171,350	173,399	99%	167,758	168,342	100%	183,889	185,971	99%	701,157	708,174	99%
Expenses													-	-	
Advertising & Marketing Expenses	2,296	3,710	62%	1,629	3,709	44%	1,675	3,751	45%	2,376	3,730	64%	7,976	14,900	54%
Contracted Services / Professional Fees	2,626	6,051	43%	2,572	3,900	66%	1,584	2,841	56%	2,384	2,835	84%	9,166	15,627	59%
Fuel Expense	20,334	22,633	90%	19,599	19,575	100%	18,785	19,147	98%	24,113	23,492	103%	82,830	84,847	98%
General Operating Expenses	639	1,836	35%	1,525	1,826	84%	3,571	1,848	193%	2,615	1,840	142%	8,351	7,350	114%
Infrastructure Maintenance	63	1,910	3%		1,907	0%	969	1,931	50%		1,921	0%	1,031	7,669	13%
Insurance Expense	2,584	2,366	109%	2,584	2,367	109%	2,584	2,367	109%	2,584	2,367	109%	10,334	9,467	109%
Software Fees & Licences	4,411	3,881	114%	3,994	3,878	103%	3,838	3,882	99%	5,905	3,879	152%	18,148	15,520	117%
Training, Travel & Meals	41	299	14%	36	299	12%	115	301	38%	45	301	15%	237	1,200	20%
Vehicle Expenses	36,800	27,138	136%	37,527	27,132	138%	35,730	27,358	131%	57,123	27,267	209%	167,179	108,895	154%
Wages & Benefits	115,107	110,638	104%	117,439	108,806	108%	114,977	104,916	110%	133,528	118,339	113%	481,051	442,699	109%
Total Expenses	184,901	180,462	102%	186,904	173,399	108%	183,827	168,342	109%	230,671	185,971	124%	786,304	708,174	111%
Surplus / Deficiency Prior to Amortization	(6,741)	-		(15,555)	-		(16,069)	-		(46,782)	-		(85,147)	-	
Amortization Expense	27,252	27,250	100%	27,252	27,252	100%	27,252	27,252	100%	31,976	27,252	117%	113,732	109,006	104%
Net Income	(33,993)	(27,250)		(42,807)	(27,252)		(43,321)	(27,252)		(78,758)	(27,252)		(198,878)	(109,006)	

- 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. TOB maintenance approximately \$100K over budget amounts, and allocated by service hours.
- 6) Service hours are slightly over budget, by approximately 450 hours; so driver and ops wages are also over budget.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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	-			973			3,601						4,574	-	1
Farebox Revenue				2,532	7,375	34%	6,239	18,053	35%				8,771	25,428	34%
Grant Revenue							107						107	-	2
Marketing & Advertising Revenue				55			323						378	-	
Partner Programs							6,753						6,753	-	3
Requisitions - Capital													-	-	
Recoveries - Operating (non-members)	7,309	24,253	30%	94,625	119,706	79%	193,208	205,956	94%	31,479	9,000	350%	326,621	358,915	91%
Total Income	7,309	24,253	30%	98,185	127,081	77%	210,231	224,009	94%	31,479	9,000	350%	347,204	384,343	90%
Expenses															
Advertising & Marketing Expenses	84	300	28%	341	1,860	18%	1,352	3,820	35%	199	0		1,977	5,980	33%
Contracted Services / Professional Fees	1,356			261	3,206	8%	615	6,084	10%	24	0		2,257	9,290	24%
Fuel Expense				7,444	10,903	68%	23,320	22,227	105%	610	0		31,374	33,130	95%
General Operating Expenses				289	341	85%	3,855	770	501%	2,025	0		6,168	1,111	555%
Infrastructure Maintenance				653	645	101%	892	1,442	62%		0		1,544	2,087	74%
Insurance Expense				1,873	2,743	68%	3,121	4,570	68%	0	0		4,994	7,313	68%
Software Fees & Licences				2,960	4,320	69%	5,341	7,290	73%	1,357	0		9,659	11,610	83%
Training, Travel & Meals				7	94	7%	44	206	22%	14	0		65	300	22%
Vehicle Expenses	6,000	9,000	67%	14,534	25,518	57%	30,480	45,944	66%	15,710	9,000	175%	66,724	89,462	75%
Wages & Benefits	745	14,953	5%	51,323	59,826	86%	111,836	102,278	109%	5,421	0		169,325	177,057	96%
Total Expenses	8,185	24,253	34%	79,684	109,456	73%	180,856	194,631	93%	25,361	9,000	282%	294,086	337,340	87%
Surplus / Deficiency Prior to Amortization	(876)	-		18,501	17,625	1.0497	29,375	29,378		6,118	-		53,118	47,003	
Amortization Expense				17,625	17,625	100%	29,375	29,378	100%	6,118	0		53,118	47,003	113%
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 budget included allocation for 3rd bus on Minnewnka route. Only 2 buses allocated when not operating, and based on service hours when operating.
- 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			Oct - Dec, 2021			Total		
	Actual	Budget	% of Budget	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%	12,763	11,747	109%	41,632	46,974	89%
Total Income	8,249	11,743	70%	9,165	11,742	78%	11,455	11,742	98%	12,763	11,747	109%	41,632	46,974	89%
Expenses															
General Operating Expenses							1,028			536			1,564	-	
Insurance Expense	694	653	106%	694	645	108%	694	645	108%	694	645	108%	2,776	2,588	107%
Software Fees & Licences	850	1,247	68%	875	1,251	70%	897	1,251	72%	1,255	1,251	100%	3,876	5,000	78%
Vehicle Expenses	3,000	6,132	49%	3,891	6,132	63%	5,132	6,132	84%	4,491	6,137	73%	16,513	24,533	67%
Total Expenses	4,544	8,032	57%	5,460	8,028	68%	7,750	8,028	97%	6,975	8,033	87%	24,730	32,121	77%
Surplus / Deficiency Prior to Amortization	3,705	3,711		3,705	3,714		3,705	3,714		5,788	3,714		16,903	14,853	
Amortization Expense	3,705	3,711	100%	3,705	3,714	100%	3,705	3,714	100%	5,788	3,714	156%	16,903	14,853	114%
Net Income	-	-		-	-		-	-		-	-		-	-	

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			Oct - Dec, 2021			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	20,379	10,230	199%	12,149	8,364	145%	11,284	377	2993%	63,754	22,598	282%	107,566	41,569	259%
Farebox Revenue	10,396	47,619	22%	6,493	23,193	28%	4,664	9,407	50%	20,111	67,949	30%	41,665	148,168	28%
Marketing & Advertising Revenue	165			877						982			2,024	-	
Requisitions - Operating	72,939	72,939	100%	41,913	41,913	100%	19,951	8,351	239%	69,092	51,694	134%	203,895	174,897	117%
Total Income	103,880	130,788	79%	61,433	73,470	84%	35,898	18,135	198%	153,940	142,241	108%	355,150	364,634	97%
Expenses															
Advertising & Marketing Expenses	463	1,930	24%	505	1,058	48%	67	248	27%	1,222	1,964	62%	2,257	5,200	43%
Contracted Services / Professional Fees	1,214	4,714	26%	847	3,342	25%	60	634	9%	882	9,483	9%	3,003	18,173	17%
Fuel Expense	15,488	24,138	64%	5,295	13,489	39%	4,452	3,490	128%	31,182	31,283	100%	56,416	72,400	78%
General Operating Expenses	670	2,807	24%	1,616	1,555	104%	676	343	197%	2,288	2,863	80%	5,251	7,568	69%
Infrastructure Maintenance	130	1,190	11%	195	662	29%	2	146	2%	750	1,217	62%	1,077	3,215	34%
Insurance Expense	767	696	110%	384	348	110%	128	116	110%	767	696	110%	2,046	1,856	110%
Software Fees & Licences	2,474	2,123	117%	1,405	1,081	130%	549	334	164%	2,846	2,132	134%	7,275	5,670	128%
Training, Travel & Meals	26	388	7%	17	216	8%	45	48	94%	20	398	5%	108	1,050	10%
Vehicle Expenses	23,052	16,892	136%	19,523	10,719	182%	13,146	4,698	280%	38,922	17,202	226%	94,643	49,511	191%
Wages & Benefits	72,378	75,910	95%	38,932	41,000	95%	17,361	8,078	215%	104,963	75,002	140%	233,635	199,990	117%
Total Expenses	116,663	130,788	89%	68,718	73,470	94%	36,487	18,135	201%	183,843	142,240	129%	405,712	364,633	111%
Surplus / Deficiency Prior to Amortization	(12,783)	-		(7,286)	-		(589)	-		(29,904)	1		(50,561)	1	
Amortization Expense	28,857	28,857	100%	14,428	14,428	100%	4,809	4,809	100%	16,656	28,857	58%	64,750	76,951	84%
Net Income	(41,640)	(28,857)		(21,714)	(14,428)		(5,398)	(4,809)		(46,560)	(28,856)		(115,312)	(76,950)	

- 1) Pass sales/farebox revenue/partner program revenue are down from budget by approx. \$40K 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. TOB maintenance approximately \$100K over budget amount. Current year allocation based on service hours when route is operating and monthly charge during the summer.
- 7) Wages over budgeted amounts, 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 8X - Lake Louise / Banff Regional Summer Express**

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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				19,810	12,111	164%	123,741	33,981	364%				143,551	46,092	311%
Farebox Revenue				9,767	48,779	20%	87,924	176,364	50%				97,691	225,143	43%
Grant Revenue							801			652			1,453	-	
Marketing & Advertising Revenue				455			502			800			1,757	-	
Recoveries - Operating (non-members)	33,086	28,571	116%	162,876	111,097	147%	56,354	121,508	46%	42,250	37,082	114%	294,566	298,258	99%
Requisitions - Operating		16,830	0%		65,440	0%		71,572	0%		-28,082	0%	-	125,760	0%
Total Income	33,086	45,401	73%	192,908	237,427	81%	269,322	403,425	67%	43,702	9,000	486%	539,018	695,253	78%
Expenses															
Advertising & Marketing Expenses	115	5,000	2%	572	4,929	12%	1,825	5,571	33%	360			2,872	15,500	19%
Contracted Services / Professional Fees	1,753			364	5,057	7%	1,096	9,686	11%	32			3,245	14,743	22%
Fuel Expense				13,348	22,130	60%	53,338	46,126	116%	1,258			67,943	68,256	100%
General Operating Expenses				728	1,736	42%	6,447	3,981	162%	2,191			9,367	5,717	164%
Infrastructure Maintenance				1,426	610	234%	534	1,401	38%	508			2,468	2,011	123%
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%	8,086	11,494	70%	3,090			20,779	18,270	114%
Training, Travel & Meals				9	90	10%	62	210	29%	19			89	300	30%
Vehicle Expenses	9,000	9,000	100%	21,371	46,491	46%	39,554	85,602	46%	19,838	9,000	220%	89,763	150,093	60%
Wages & Benefits	18,371	31,401	59%	90,879	90,481	100%	186,531	140,810	132%	11,159			306,941	262,692	117%
Total Expenses	34,239	45,401	75%	137,239	182,913	75%	304,038	312,570	97%	38,455	9,000	427%	513,972	549,884	93%
Surplus / Deficiency Prior to Amortization	(1,153)	-		55,669	54,514		(34,716)	90,855		5,246	-		25,046	145,369	
Amortization Expense		-		54,516	54,514	100%	90,860	90,855	100%	48,875	0		194,251	145,369	134%
Net Income	(1,153)	-		1,153	-		(125,576)	-		(43,629)	-		(169,205)	-	

- 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) Maximum ID# contribution allocated to maintenance reserve.
- 5) Still reduced Advertising and Marketing activity compared to budget
- 6) Bus washing wages budgeted here, but in wages section. Also no security.
- 7) General operating expenses includes utilities paid for transit storage building, these were not budgeted for.
- 8) Vehicle expenses less than budget. Current year allocation based monthly charge when not operating, and service hours when operating.
- 9) All wages either consistent with or slightly over budget. Also includes bus washing wages mentioned above, making overall line item over budget.

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

	Jan - Mar, 2021			Apr - Jun, 2021			Jul - Sep, 2021			Oct - Dec, 2021			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				6,021	1,062	567%	19,364	3,540	547%	-215			25,169	4,602	547%
Farebox Revenue				1,339	7,930	17%	6,197	23,133	27%	313			7,850	31,063	25%
Grant Revenue							81						81	-	
Marketing & Advertising Revenue				55			273						328	-	
Other Income				165									165	-	
Recoveries - Operating (non-members)	9,648	7,893	122%	57,513	43,843	131%	39,411	62,910	63%	-232	2,832	-8%	106,340	117,478	91%
Requisitions - Operating		4,649	0%		25,825	0%		37,056	0%		1,668	0%	-	69,198	0%
Total Income	9,648	12,542	77%	65,093	78,660	83%	65,327	126,639	52%	(135)	4,500	-3%	139,933	222,341	63%
Expenses													-	-	
Advertising & Marketing Expenses	36	466	8%	198	805	25%	715	1,129	63%	83			1,032	2,400	43%
Contracted Services / Professional Fees	565			218	1,763	12%	472	2,808	17%	9			1,265	4,571	28%
Fuel Expense				3,642	5,118	71%	13,638	9,838	139%	396			17,676	14,956	118%
General Operating Expenses				256	468	55%	1,661	924	180%	983			2,900	1,392	208%
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%	1,488			7,992	7,710	104%
Training, Travel & Meals				8	68	12%	18	132	14%	5			32	200	16%
Vehicle Expenses	4,500	4,500	100%	8,497	13,382	63%	12,981	22,047	59%	8,329	4,500	185%	34,306	44,429	77%
Wages & Benefits	3,662	7,576	48%	23,521	29,385	80%	47,083	43,526	108%	2,429			76,695	80,487	95%
Total Expenses	10,013	12,542	80%	41,694	55,623	75%	83,352	88,245	94%	13,722	4,500	305%	148,781	160,910	92%
Net Operating Income	(365)	-		23,399	23,037		(18,025)	38,394		(13,857)	-		(8,848)	61,431	
Amortization Expense		-		23,034	23,037	100%	34,832	38,394	91%	(5,630)			52,236	61,431	85%
Net Income	(365)	-		365	-		(52,857)	-		(8,227)	-		(61,084)	-	

- 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) Maximum ID# contribution allocated to maintenance reserve.
- 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. Likely to do with proportional allocation for 8S-early riser combo
- 8) Vehicle expenses less than budget. Current year allocation based monthly charge when not operating, and service hours when operating.
- 9) All wages lower than budget. 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			Oct - Dec, 2021			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				34,924	1,045	3342%	36,841	2,959	1245%	968	0		72,732	4,004	1816%
Farebox Revenue				2,321	11,033	21%	7,293	22,051	33%	661	0		10,276	33,084	31%
Grant Revenue							84			313			397	-	
Marketing & Advertising Revenue				55			373			0			428	-	
Other Income				165									165	-	
Recoveries - Operating (non-members)	9,653	7,804	124%	27,831	40,180	69%	48,501	61,992	78%	7,512	2,832	265%	93,496	112,808	83%
Requisitions - Operating		4,599	0%		23,666	0%		36,514	0%		1,668	0%	-	66,447	0%
Total Income	9,653	12,403	78%	65,296	75,924	86%	93,092	123,516	75%	9,454	4,500	210%	177,495	216,343	82%
Expenses															
Advertising & Marketing Expenses	36	434	8%	198	889	22%	765	1,327	58%	113	0		1,111	2,650	42%
Contracted Services / Professional Fees	565			137	1,634	8%	270	2,576	11%	18	0		990	4,210	24%
Fuel Expense				3,758	4,309	87%	17,763	10,177	175%	1,849	0		23,370	14,486	161%
General Operating Expenses				579	442	131%	2,161	872	248%	1,009	0		3,750	1,314	285%
Infrastructure Maintenance				1,728	185	934%	894	366	244%		0		2,623	551	476%
Insurance Expense				1,726	1,566	110%	2,744	2,610	105%	0	0		4,470	4,176	107%
Software Fees & Licences	1,348			2,067	2,871	72%	3,367	4,839	70%	1,487	0		8,270	7,710	107%
Training, Travel & Meals				5	73	6%	18	142	13%	5	0		28	215	13%
Vehicle Expenses	4,500	4,500	100%	7,515	13,320	56%	13,843	21,926	63%	8,668	4,500	193%	34,526	44,246	78%
Wages & Benefits	3,654	7,469	49%	24,100	27,599	87%	57,317	40,286	142%	14,757	0		99,827	75,354	132%
Total Expenses	10,103	12,403	81%	41,812	52,888	79%	99,143	85,121	116%	27,907	4,500	620%	178,965	154,912	116%
Surplus / Deficiency Prior to Amortization	(450)	-		23,484	23,036	1.01945	(6,052)	38,395		(18,453)	-		(1,470)	61,431	
Amortization Expense		-		23,034	23,036	100%	36,628	38,395	95%	-7,425	0		52,236	61,431	85%
Net Income	(450)	-		450	-		(42,679)	-		(11,027)	-		(53,706)	-	

- 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) Maximum ID# contriubtion allocated to maintenace reserve.
- 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. Actual service hours over budget, and also includes proportional allocation for 9-early riser combo
- 8) Vehicle expenses less than budget. Current year allocation based monthly charge when not operating, and service hours when operating.
- 9) All wages slightly higher than budget, and includes cleaners wages mentioned above, and serice hours over budget. But based on actual expenses incurred.

Bow Valley Regional Transit Services Commission Route 10 - Moraine Lake									
	Jul - Sep, 2021			Oct - Dec, 2021			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income									
Bus Pass Sales	10,719	1,287	833%	3,320	1,287	258%	14,039	2,574	545%
Farebox Revenue	1,563	10,488	15%	1,570	10,488	15%	3,133	20,976	15%
Grant Revenue				313			313	-	
Recoveries - Operating (non-members)	10,400	24,456	43%	39,609	24,456	162%	50,009	48,912	102%
Total Income	22,682	36,231	63%	44,812	36,231	124%	67,494	72,462	93%
Expenses									
Advertising & Marketing Expenses		350	0%		350	0%	-	700	0%
Contracted Services / Professional Fees	33	100	33%	79	100	79%	171	200	86%
Fuel Expense	3,829	5,550	69%	3,002	5,550	54%	6,831	11,100	62%
General Operating Expenses	721	60	1202%	126	60	210%	847	120	706%
Infrastructure Maintenance	215	150	143%	119	150	79%	334	300	111%
Insurance Expense	399						399	-	
Software Fees & Licences	561	110	510%	512	110	466%	1,073	220	488%
Training, Travel & Meals		10	0%		10	0%	-	20	0%
Vehicle Expenses	3,129	6,250	50%	5,626	6,250	90%	8,754	12,500	70%
Wages & Benefits	8,415	23,651	36%	21,871	23,651	92%	30,286	47,302	64%
Total Expenses	17,302	36,231	48%	31,335	36,231	86%	48,696	72,462	67%
Surplus / Deficiency Prior to Amortization	5,380	-		13,477	-		18,798	-	
Amortization Expense	5,321	-		13,477	-		18,798	-	
Net Income	59	-		-	-		(0)	-	

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- 1) Overall pass sales/farebox revenue/partner program revenue is under budget, but service hours 200 less than budgeted.
- 2) Recoveries based on actual expenses.
- 3) Expenses under budget due to service hours approx 200 less than budget.

Report to the Bow Valley Regional Transit Services Commission

Request for Decision – 2021 Financial Results

March 2, 2022

SUMMARY/ ISSUE

Briefing to the Board on the draft unaudited 2021 financial results and request for motion to approve 2021 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 2021 financial results for the Board's review. These results have the potential to change based on the 2021 audit work which is being completed March 14-18, 2022.

2021 Operating Surplus/Deficit Transfers

2021 Financial Results with detailed explanations of the surpluses/deficits are attached.

Based on the preliminary 2021 financial results, the following 2021 reserve transfers are being submitted for approval at the March 2022 Board meeting:

Operating Surplus/Deficit Proposed Transfers	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 - LRB Regional Winter	Rt 08S - LRB Regional Summer Scenic	Rt 08X - LRB Regional Summer Express	Rt 09 - Johnston Canyon	Rt 10 - Moraine Lake	Moraine Shuttle	Totals
Town of Banff Operating Reserve	31,955.31		28,630.98	(89,433.54)	(133,548.37)	(81,659.69)											\$ (244,055.31)
Town of Canmore Operating Reserve	31,955.31					(81,659.69)		(85,146.60)									\$ (134,850.98)
DW Operating Reserve	31,955.31										(50,561.23)						\$ (18,605.92)
BVRTSC Operating Reserve	(297.30)																\$ (297.30)
Capital Reserve - nonpartner routes							22,594.37		53,118.31	16,902.62			14,728.00		18,797.59	25,186.92	\$ 151,327.81
	\$ 95,568.62	\$ -	\$ 28,630.98	\$ (89,433.54)	\$ (133,548.37)	\$ (163,319.38)	\$ -	\$ (85,146.60)	\$ -	\$ -	\$ (50,561.23)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (246,481.71)

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”

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 – 2021 Financial Results

March 2, 2022

Recommended Motion:

The Board moves to approve the reserve transfers presented in the draft 2020 financial results as follows:

2021 Operating Deficit of \$246,481.71 to be transferred as follows:

- \$244,055.31 out of the Town of Banff operating reserve
- \$134,850.98 out of the Town of Canmore operating reserve
- \$18,605.92 out of the ID#9 operating reserve
- \$297.30 out of the BVRTSC operating reserve
- \$155,327.81 to the Capital reserve

IMPLICATIONS

Prior to the auditors releasing the 2021 financial statements they require Board approval for reserve transfers. The above motion is being brought to the Board for approval at the March 2022 meeting so that reserve transfers can be discussed and approved or amended prior to the draft audited financial statement preparation for the April 2022 meeting.

If any changes are required resulting from the 2021 financial statement audit, a motion for the revised reserve transfers will be brought to the April 2022 meeting along with the draft audited financial statements.

BUSINESS PLAN/ BUDGET IMPLICATIONS

Changes to the reserves as outlined above

BRAND IMPACT

None

RISKS

N/A

ATTACHMENTS

- 2021 Financial Reconciliation

Bow Valley Regional Transit Services Commission - 2021																			
	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	Moraine Shuttle	TCA & Grant Income	TOTAL	
Income																			
Bus Pass Sales				44,380.57	38,310.57	338,203.99	698.00	-51.00	4,573.50	0.00	107,566.25	25,169.13	143,551.01	72,732.32	14,038.89			789,173.23	
Farebox Revenue				64,446.07	56,912.89	116,388.14	4,249.32	0.00	8,771.17	0.00	41,664.74	7,536.34	97,691.16	10,275.82	3,132.72			411,068.37	
Grant Revenue	4,831.79			721.42	796.50	1,014.52	77.64	1,134.33	107.47			394.46	1,453.00	397.03	313.22		3,061,657.39	3,072,898.77	
Interest Revenue	13,310.66																	13,310.66	
Marketing & Advertising Revenue	1,346.67			5,862.32	5,459.79	5,528.62		3,119.93	378.14		2,024.38	328.14	1,757.08	428.14				26,233.21	
Other Income	9,016.54			1,330.00	1,330.00							165.00		165.00				12,006.54	
Partner Programs				173,301.50	75,370.40	1,692.00			6,753.00									257,116.90	
Recoveries - Capital (non-members)																	29,822.60	29,822.60	
Recoveries - Operating (non-members)	8,684.26	84,583.39		19,647.00	25,663.00		127,579.95		326,621.10	41,632.17		106,339.83	294,565.56	93,496.33	50,008.86	84,683.57		1,263,505.02	
Requisitions - Capital	4,387.92			366.75	366.74												2,422,646.48	2,427,767.89	
Requisitions - Operating	438,228.00	65,552.13	62,000.00	385,698.00	386,339.00	314,702.00		696,954.00			203,895.00							2,553,368.13	
Total Income	\$ 479,805.84	\$ 150,135.52	\$ 62,000.00	\$ 695,753.63	\$ 590,548.89	\$ 777,529.27	\$ 132,604.91	\$ 701,157.26	\$ 347,204.38	\$ 41,632.17	\$ 355,150.37	\$ 139,932.90	\$ 539,017.81	\$ 177,494.64	\$ 67,493.69	\$ 84,683.57	\$ 5,514,126.47	\$ 10,856,271.32	
Expenses																			
Advertising & Marketing Expenses	5,233.25			8,462.20	7,973.82	9,381.38	649.04	8,004.13	1,976.62	0.00	2,274.50	1,031.71	2,871.56	1,111.29				\$ 48,969.50	
Contracted Services / Professional Fees	23,450.58	142,635.52		5,238.13	4,955.92	6,728.50	811.69	9,166.11	2,256.68	0.00	3,003.47	1,264.65	3,244.56	989.72	171.26			\$ 203,916.79	
Fuel Expense	154.30		4,082.39	64,276.49	55,744.64	137,484.78	5,499.56	82,830.45	31,373.73	-114.70	56,416.33	17,675.97	67,943.01	23,369.78	6,830.86	12,704.95		\$ 566,272.54	
General Operating Expenses	49,584.43		55.39	15,345.35	13,091.58	16,161.94	2,128.31	8,351.28	6,168.27	1,563.70	5,251.01	2,900.41	9,366.68	3,750.10	847.24	72.25		\$ 134,637.94	
Infrastructure Maintenance	657.80		402.50	6,470.55	6,553.86	3,988.34	539.39	1,031.00	1,544.01	0.00	1,077.25	2,547.17	2,468.16	2,622.60	334.00			\$ 30,236.63	
Insurance Expense	7,622.32			13,314.61	10,003.44	9,344.16	1,925.68	10,334.04	4,993.92	2,776.20	2,045.51	4,335.79	10,506.08	4,470.34	398.67			\$ 82,070.76	
Software Fees & Licences	7,840.94			22,071.19	20,818.12	21,148.56	4,557.80	18,148.00	9,658.62	3,876.35	7,275.05	7,992.28	20,778.81	8,270.42	1,073.43			\$ 153,509.57	
Training, Travel & Meals	18,157.43			216.26	197.77	234.64	26.50	209.12	65.08	0.00	90.27	31.52	89.41	28.00				\$ 19,346.00	
Vehicle Expenses	25,798.77		5,497.31	193,612.89	176,635.42	200,610.24	26,782.98	167,179.21	66,723.77	16,628.00	94,643.12	34,306.32	89,762.68	34,525.76	8,754.37	7,915.09		\$ 1,149,375.93	
Wages & Benefits	245,737.40	7,500.00	23,331.43	456,179.50	428,122.69	535,766.11	67,089.59	481,050.52	169,325.37	0.00	233,635.09	76,694.97	306,940.65	99,826.93	30,286.27	38,804.36		\$ 3,200,290.88	
Total Expenses	\$ 384,237.22	\$ 150,135.52	\$ 33,369.02	\$ 785,187.17	\$ 724,097.26	\$ 940,848.65	\$ 110,010.54	\$ 786,303.86	\$ 294,086.07	\$ 24,729.55	\$ 405,711.60	\$ 148,780.79	\$ 513,971.60	\$ 178,964.94	\$ 48,696.10	\$ 59,496.65	\$ -	\$ 5,588,626.54	
Surplus / (Deficit) Prior to Amortization	\$ 95,568.62	\$ -	\$ 28,630.98	\$ (89,433.54)	\$ (133,548.37)	\$ (163,319.38)	\$ 22,594.37	\$ (85,146.60)	\$ 53,118.31	\$ 16,902.62	\$ (50,561.23)	\$ (8,847.89)	\$ 25,046.21	\$ (1,470.30)	\$ 18,797.59	\$ 25,186.92	\$ 5,514,126.47	\$ 5,267,644.78	
Amortization Expense	30,622.74			223,009.14	213,065.86	116,311.46	22,594.37	113,731.76	53,118.31	16,902.62	64,750.44	52,236.10	194,251.31	52,236.10	18,797.59	25,186.92		\$ 1,196,814.72	
Net Income	\$ 64,945.88	\$ -	\$ 28,630.98	\$ (312,442.68)	\$ (346,614.23)	\$ (279,630.84)	\$ -	\$ (198,878.36)	\$ -	\$ -	\$ (115,311.67)	\$ (61,083.99)	\$ (169,205.10)	\$ (53,706.40)	\$ -	\$ -	\$ 5,514,126.47	\$ 4,070,830.06	

Operating Surplus/Deficit Proposed Transfers	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	Moraine Shuttle	Totals
Town of Banff Operating Reserve	31,955.31		28,630.98	(89,433.54)	(133,548.37)	(81,659.69)											\$ (244,055.31)
Town of Canmore Operating Reserve	31,955.31					(81,659.69)		(85,146.60)									\$ (134,850.98)
ID#9 Operating Reserve	31,955.31										(50,561.23)						\$ (18,605.92)
BVRTSC Operating Reserve	(297.30)																\$ (297.30)
Capital Reserve - nonpartner routes							22,594.37		53,118.31	16,902.62			14,728.00		18,797.59	25,186.92	\$ 151,327.81
	\$ 95,568.62	\$ -	\$ 28,630.98	\$ (89,433.54)	\$ (133,548.37)	\$ (163,319.38)	\$ -	\$ (85,146.60)	\$ -	\$ -	\$ (50,561.23)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (246,481.71)

Accumulated Surplus Reconciliation							Note 3	Note 2/3	Note 3
Opening Balance	2021 Amortization	2021 TCA Additions	2021 Reserve Transfers	2021 Surplus / (Deficit)	Ending Balance				
Unrestricted Surplus (3300)	(0.00)	1,196,814.72	(5,514,126.47)	246,481.71	4,070,830.06				Note 1: Represents \$202.70 of funds being allocated to the BVRTSC Scholarship fund (this is other revenue such as recycling revenue and unclaimed lost/found cash/mask sales) and \$500 being paid out as a scholarship awarded in 2021.
Town of Banff Operating (3100-1)	1,010,974.07			(244,055.31)	766,918.76				Note 2: Summer routes LL routes - ID#9 at maximum contriubtion, balance of maintenance and replacement reserve of \$14,728 funded by Parks contriubtion to amortization
Town of Canmore Operating (3100-2)	428,553.09			(134,850.98)	293,702.11				Note 3: Summer LL routes - not necessary for parks to pay full amortization - at max budgeted contriubtion to maintenance & replacement reserve of \$314,728
Improvement District #9 Operating(3100-5)	752,738.17			(18,605.92)	734,132.25	Note 4			Note 4: ID#9 used \$376,000 of reserve balance to fund 2021 operating requisitions. Actual ending balance is approximately \$358,000
BVRTSC Operating (3100-0)	2,451.43			(297.30)	2,154.13	358,132.25			
Capital Reserve - nonpartner routes (3200)	421,793.34			151,327.81	573,121.15				
Equity in TCA (3400)	9,262,151.76	(1,196,814.72)	5,514,126.47		13,579,463.51				
	\$ 11,878,661.86	\$ -	\$ -	\$ -	\$ 4,070,830.06	\$ 15,949,491.92			

Note 1: Represents \$202.70 of funds being allocated to the BVRTSC Scholarship fund (this is other revenue such as recycling revenue and unclaimed lost/found cash/mask sales) and \$500 being paid out as a scholarship awarded in 2021.

Note 2: Summer routes LL routes - ID#9 at maximum contribution, balance of maintenance and replacement reserve of \$14,728 funded by parks contribution to amortization.

Note 3: Summer LL routes - not necessary for parks to pay full amortization - at max budgeted contribution to maintenance & replacement reserve of \$314,728