

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

**Held at: 111 Hawk Avenue, Banff  
And via: Zoom Video Meeting**

**AGENDA**

**May 11, 2022      2:00-3:30pm**

1. Call to Order
2. Approval of the Agenda
3. Minutes
  - Approval of the April 13<sup>th</sup>, 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) 2022 Q1 Financial Results (For Information Only)
  - b) Discussion on Driver shortage and Proposed Schedule Changes (For Information Only)
6. Adjournment

Next meeting – 111 Hawk Avenue and Zoom – June 8th, 2-3:30pm

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

**Held via: Zoom Video Meeting**

**MINUTES**

**April 13<sup>th</sup>, 2022      2:00-3:30pm**

**BOARD MEMBERS PRESENT**

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

**BOARD MEMBERS ABSENT**

Dave Schebek, ID#9

**BVRTSC ADMINISTRATION PRESENT**

Martin Bean, Chief Administrative Officer  
Mel Booth, Financial Controller

**ADMINISTRATION PRESENT**

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

**BVRTSC ADMINISTRATION ABSENT**

Steve Nelson, Manager Operations

**Members of the Public**

Calvin Scott, Avail LLP  
Greg Colgan, RMO

**1. Call to Order**

Joanna McCallum calls the meeting to order at 2:01pm

**2. Approval of the Agenda**

Agenda amended to move New Business 5a Audited Financials presented by Avail's Calvin Scott to be the 1<sup>st</sup> item on the agenda.

**BVRTSC22-014** Davina Bernard moves to approve the agenda as amended

**CARRIED UNANIMOUSLY**

### 3. Minutes

- Approval of the March 9<sup>th</sup>, 2022 - Regular Meeting Minutes (attached)

**BVRTSC22-015** Grant Canning moved to approve the March 9<sup>th</sup> regular meeting minutes as presented.

**CARRIED UNANIMOUSLY**

Amended agenda - New Business – 5a (moved forward)

Presentation of Audited Financial Statements - 2021 (Calvin Scott, Partner, Avail LLP)  
(Request for Decision)

**BVRTSC22-016** Joanna McCallum moves for an in-camera session at 2:18pm with Board members and auditors to discuss audited financial statements without administration present

**CARRIED UNANIMOUSLY**

**BVRTSC22-017** Joanna McCallum moves to end in-camera session and return to the regular meeting at 2:21pm.

**CARRIED UNANIMOUSLY**

**BVRTSC22-018** Joanna McCallum moves to accept audited financials as presented

**CARRIED UNANIMOUSLY**

### 4. Old Business (including Standing Items)

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

## 5. New Business

- a) Presentation of Audited Financial Statements - 2021 (Calvin Scott, Partner, Avail LLP)  
(Request for Decision)

**Moved prior to Old Business**

- b) Presentation of Policy F7 – Compensation Policy (Request for Decision)  
Suggested amendments:

1. Change vacation pay paragraph, remove ‘time’ and add per year, and take out sentence about Alberta minimum requirements
2. Remove one “either” from Health spending account note paragraph.
3. Consider changes to percentile – hourly vs salary to reflect driver vs administrative

**BVRTSC22-019**

Corrie DiManno moves to accept policy as amended with the inclusion of edits 1 and 2 above

**CARRIED UNANIMOUSLY**

- c) Presentation of RESTOR Funding Allocation (Request for Decision)

**BVRTSC22-020**

Tanya Foubert moves to direct administration to allocate funding received through the RESTOR program to routes operated by members based on the calculations contained in this report

**CARRIED UNANIMOUSLY**

## 6. Adjournment

**BVRTSC22-021**

Tanya Foubert moves to adjourn at 3:19pm

**CARRIED UNANIMOUSLY**

Next meeting – 111 Hawk Avenue and Zoom – May 11<sup>th</sup>, 2-3:30pm

## CAO REPORT



## CAO Update – May 2022

### **Financial:**

- BVRTSC Administration is still managing the funding from the Provincial Government that was received as advance funding on GreenTRIP. This funding is transferred from our CIBC investment account to our regular business account as need to pay for projects. The remaining amount will be transferred back to the Province at the end of the GreenTRIP program in 2023.
- Administration has received final copies of our 2021 financial audit that was presented last meeting. If any Board members would like a copy, please let Mel know.

### **Transit Service Updates:**

- Friday May 20<sup>th</sup> is the date for the summer service changes and we are in the midst of preparations for the changes.
- Banff fare free transit for locals has been put on our website and advertising for the program has gone in the RMO and online. Administration has set up an online form for submission of documents to verify residency. Residents also have the ability to apply and show documents in person at the Visitor Centre.
- Administration is working with both Banff and Canmore to facilitate the installation of electric charging units in each garage. The charging units are expected to be shipped in the next two weeks, with installation completed early summer.
- The Roam Customer Service Centre has moved into the Banff Visitor Centre as of May 2<sup>nd</sup> and all customer service-related functions will operate from there. Initial observations through the first week are that customer interactions are significantly increased over what has been seen in the Beaver Street office. The synergies with Parks Canada and BLLT staff are working well and providing a better customer experience for visitors.



### General/Health and Safety

- Roam is hosting the Prairies Chapter of CUTA (Canadian Urban Transit Association) starting on Sunday May 8<sup>th</sup>. Normally this meeting sees about 20-25 participants, and we are expecting close to 40 for this event. Part of the conference will include a site tour of our Training and Operations facility.
- Roam's reservation service is being finalized to go live this week once schedules are confirmed. Trips can be added after it goes live, however it is preferable to not have to delete any trips that may have bookings attached to them.
- The operations team has been managing the staffing levels and making a number of last-minute adjustments due to illness as Roam is very cognizant of ensuring healthy and safe employees in the workplace.
- Administration is finalizing a contract with an EV consulting organization to provide a report by the Fall of 2022 on recommendations for future steps towards growth in



electrification and charging infrastructure. This report will analyze our current level of electrification and routes along with planned expansion to determine the best path forward.



# Bow Valley *Regional* Transit Services Commission



## BRING FORWARD LIST

## BRING FORWARD LIST OF ITEMS PENDING (as of May 2022)

ITEM	Date Initiated	Pending Date	Responsible for Completion	Comments:
<b>BVRTSC21-76</b> 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 <sup>th</sup> , 2021	No Date Assigned	Admin	Will follow what larger transit agencies are doing with trials and report at a later date
<b>BVRTSC21-101</b> 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	Complete	Admin (Mel)	
<b>BVRTSC21-117</b> 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

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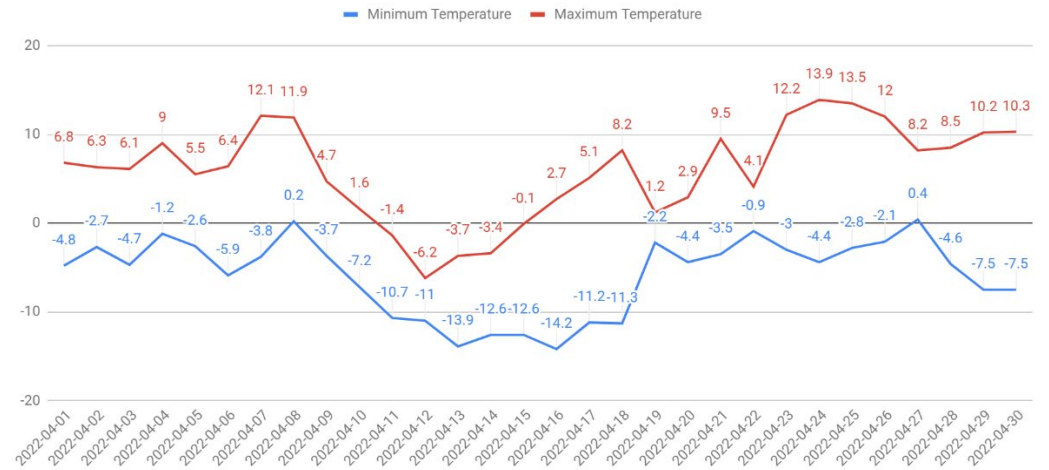
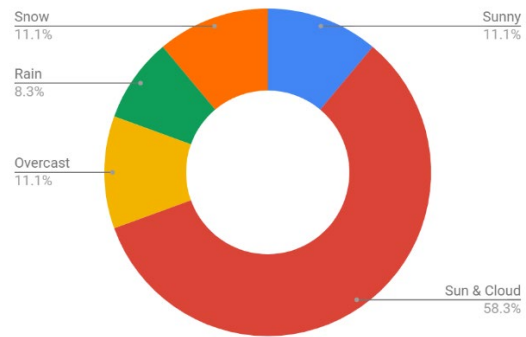
Month	Type	Banff Local	Canmore Local	Canmore - Banff Regional	Lake Louise - Banff Regional
<b>April 2022</b>	Bikes	63	181	93	6
	Strollers	52	116	22	1
	Winter Sports	626	174	467	153

## April 2022

Route	Monthly Ridership Change 2021/2022	Comments
Route 1	+212%	April 2022 to April 2021 (Pandemic)
Route 2	+256%	April 2022 to April 2021 (Pandemic)
Route 3	+118%	April 2022 to April 2021 (Pandemic)
Route 5	+54%	April 2022 to April 2021 (Pandemic)
Route 8X	+262%	April 2022 to April 2021 (Pandemic)

## Weather for April 2022

Weather Conditions April 2022

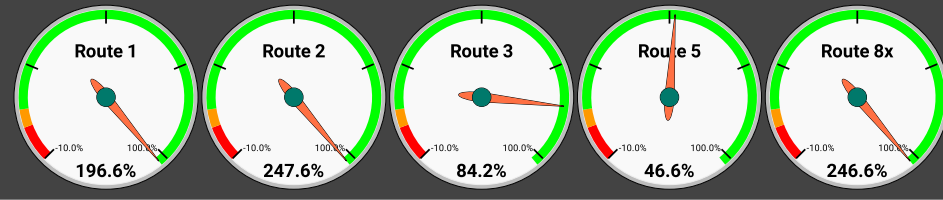


	Route 1 (Inns of Banff/ Gondola)						Route 2 (Tunnel Mtn / Banff Springs Hotel)						Route 3 (Canmore-Banff Regional)						Banff Local Combined Totals (Routes 1, 2, 4)						Train Station Park & Ride			
Month	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2021	2021 YTD	2022	% Change
January	28,912	29,158	4,761	4,761	16,080	237.7%	27,358	30,240	4,703	4,703	16,870	258.7%	15,486	17,784	5,499	5,499	10,642	93.5%	56,270	59,398	9,464	9,464	32,950	248.16%	0		0	
February	29,757	29,827	6,370	6,370	19,661	208.6%	26,543	29,325	5,903	5,903	21,518	264.5%	12,849	14,547	5,781	5,781	10,308	78.3%	56,300	59,152	12,273	12,273	41,179	235.53%				
March	34,329	19,875	8,668	8,668	21,720	150.6%	27,413	18,828	7,734	7,734	24,690	219.2%	15,057	11,410	7,951	7,951	12,705	59.8%	61,742	38,703	16,402	16,402	46,410	182.95%				
April	27,420	2,557	6,709	6,709	20,918	211.8%	22,763	2,791	5,643	5,643	20,191	257.8%	14,618	4,106	5,507	5,507	12,028	118.4%	50,183	5,348	12,352	12,352	41,109	232.81%				
May	48,522	2,856	5,901	160	717	348.1%	32,526	3,386	5,008	148	610	312.2%	16,925	6,279	6,850	219	291	32.9%	82,195	6,242	10,969	308	1,327	330.84%				
June	66,195	7,508	13,551			0.0%	47,222	4,137	11,196			0.0%	18,924	5,552	9,321			0.0%	117,419	11,706	25,282	0	0	0.00%	378	0	0	0.0%
July	80,651	13,296	31,554			0.0%	61,895	13,110	31,179			0.0%	20,422	6,973	12,330			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%	63,073	16,072	34,735			0.0%	20,105	8,331	12,610			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%	45,951	9,328	22,068			0.0%	16,379	7,335	11,365			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%	21,044	6,834	12,439			0.0%	15,563	7,535	11,258			0.0%	50,026	16,103	28,772	0	0	0.00%				
November	24,776	7,594	15,151			0.0%	20,300	6,189	13,693			0.0%	15,682	6,388	10,446			0.0%	45,076	13,783	28,844	0	0	0.00%				
December	28,935	5,293	18,948			0.0%	26,238	5,011	16,819			0.0%	15,994	5,246	10,599			0.0%	55,173	10,304	35,767	0	0	0.00%				
YTD	539,609	156,731	200,072	26,668	79,096	196.6%	422,326	145,251	171,120	24,131	83,879	247.6%	198,004	101,486	109,517	24,957	45,974	84.2%	984,266	303,934	379,687	50,799	162,975	220.8%	4,265	0	0	0.0%

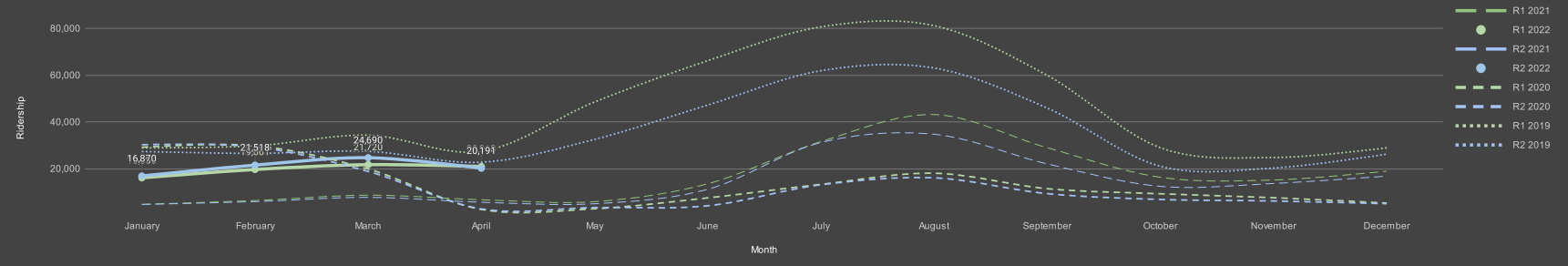
	Route 5 Canmore						Route 4 Cave and Basin						Route 8X (Express Lake Louise - Banff Regional)						Roam TOTAL Ridership (Not incl. Onlt or Parking Shuttles)						On-It (Calgary Regional)					
Month	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	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	9,224	48.7%							4,053	7,617	1,117	1,117	3,714	232.50%	86,034	92,919	22,284	22,284	56,530	153.7%						
February	8,913	14,327	6,700	6,700	9,789	46.1%							2,920	5,913	1,017	1,017	4,039	297.15%	80,982	89,043	25,771	25,771	65,315	153.4%						
March	9,759	9,323	8,650	8,650	12,156	40.5%							3,310	4,187	1,438	1,438	4,295	198.68%	89,868	60,874	34,441	34,441	75,566	119.4%						
April	9,144	2,506	7,360	7,360	11,300	53.5%							2,926	1,088	1,146	1,146	4,153	262.39%	76,871	13,106	26,365	26,365	68,590	160.2%						
May	10,769	3,322	6,760	197	206	4.6%	1,147	0	60	0	0.0%	5,634	1,585	1,516	29	253	772.41%	120,779	19,857	27,604	753	2,077	175.8%	1,271					0.0%	
June	12,852	3,619	8,250	0	0	0.0%	4,002	61	535	0	0.0%	15,224	1,446	3,454	0	0	0.00%	180,155	32,767	54,438	0	0	0.0%	3,846	244	930	0	0	0.0%	
July	14,183	5,726	7,581	0	0	0.0%	6,704	546	2,753	0	0.0%	24,544	4,150	10,637	0	0	0.00%	232,511	58,916	107,890	0	0	0.0%	4,847	1565	2483	0	0	0.0%	
August	13,675	6,447	8,345	0	0	0.0%	7,332	1,019	3,438	0	0.0%	24,743	7,462	15,688	0	0	0.00%	237,528	71,039	132,189	0	0	0.0%	6,262	2134	3623	0	0	0.0%	
September	12,348	6,119	8,621	0	0	0.0%	3,146	326	1,709	0	0.0%	15,154	3,961	8,728	0	0	0.00%	165,538	43,167	88,472	0	0	0.0%	4,017	981	2272	0	0	0.0%	
October	14,180	7,839	9,215	0	0	0.0%							5,581	1,747	3,709	0	0	0.00%	86,305	32,432	54,346	0	0	0.0%						
November	13,841	7,305	9,685	0	0	0.0%							4,715	1,155	2,798	0	0	0.00%	79,314	27,476	51,773	0	0	0.0%						
December	13,526	5,592	8,870	0	0	0.0%							6,645	1,010	3,973	0	0	0.00%	91,338	21,142	59,209	0	0	0.0%						
YTD	143,415	86,745	96,241	29,111	42,675	46.6%	22,331	1,952	8,495	0	0	0.0%	115,449	41,321	55,221	4,747	16,454	246.62%	1,527,223	562,738	684,782	109,614	268,078	144.57%	20,263	4,924	9,308	0	0	0.0%

	Route 6 (Minnewanka)					Route 8S (Scenic Lake Louise - Banff Regional)					Route 9 (Johnston Canyon)					Route 10 (Moraine Lake)					
Month	2019	2021	2021 YTD	2022	% Change	2019	2021	2021 YTD	2022	% Change	2019	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change
January																					
February																					
March																					
April																					
May	3985	559	0	0	0.0%		97	0	0		853	0	0								
June	9966	2857	0	0	0.0%	795	862	0	0	-100.0%	1,129	4,412	0	0	-100.00%						
July	11801	6367	0	0	0.0%	3,521	1,313	0	0	-100.0%	3,943	4,176	0	0	-100.00%						
August	12802	8396	0	0	0.0%	4,058	2,000	0	0	-100.0%	4,262	3,826	0	0	-100.00%						
September	4184	3303	0	0	0.0%	303	757	0	0	-100.0%	1,659	1,448	0	0	-100.00%	1,380	2,463	1,498	0	0	0.0%
October											419	0	0	0.00%	1,053	955	973	0	0	0.0%	
November																					
December																					
YTD	42,738	21,482	0	0	0.0%	8,677	5,029	0	0	0.0%	10,993	15,134	0	0	-100.00%	2,433	3,418	2,471	0	0	0.0%

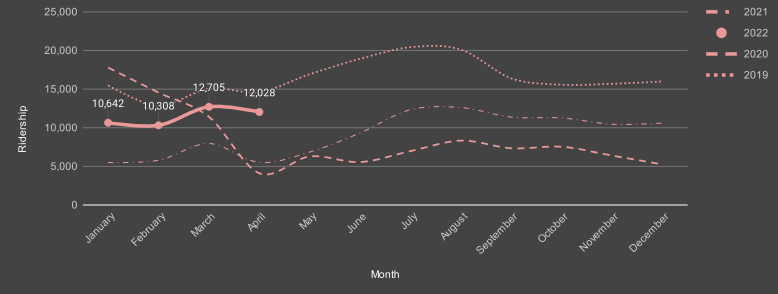
### Year to Date % Ridership Change - Comparing 2021 to 2022



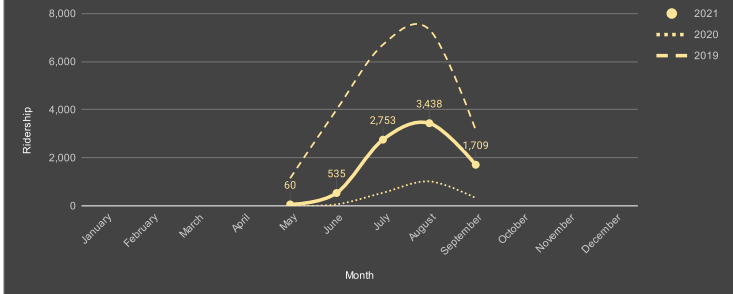
### Banff Local (Routes 1 and 2) Ridership Comparison

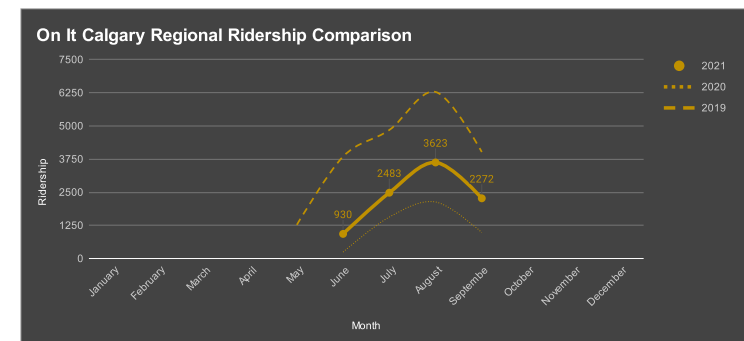
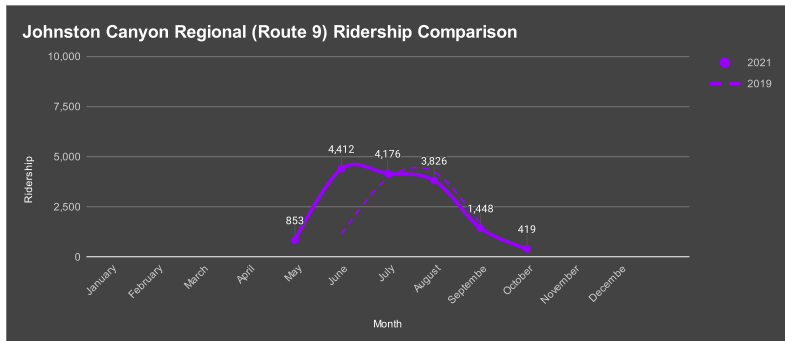
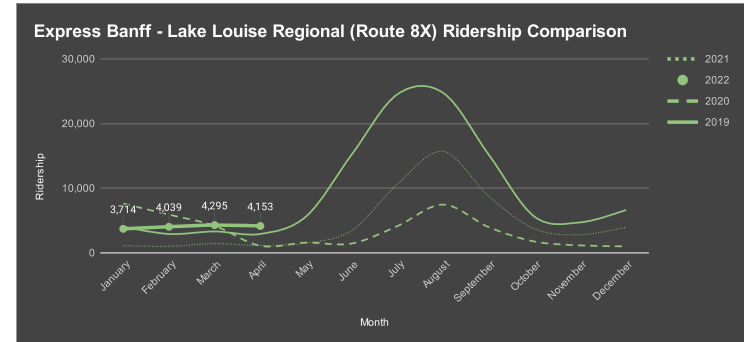
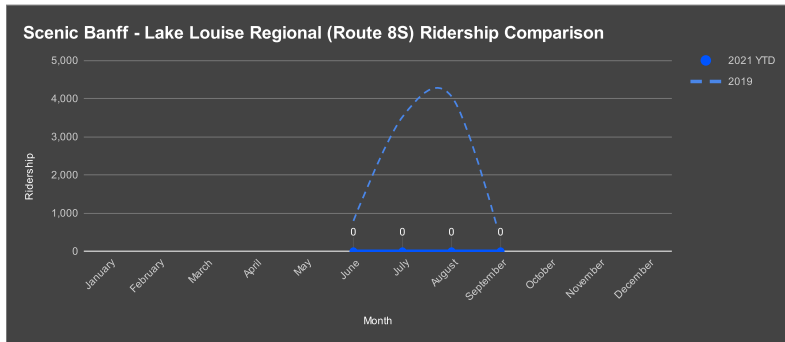
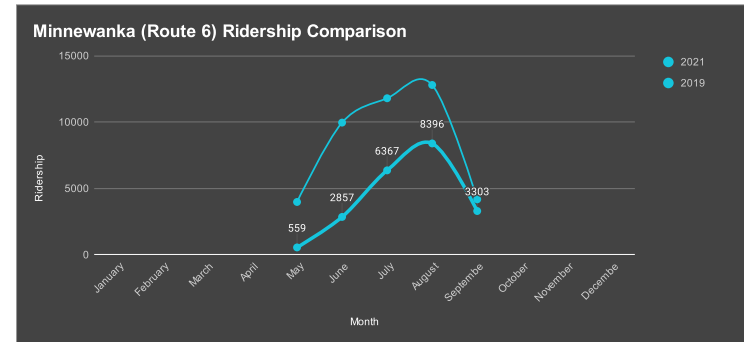
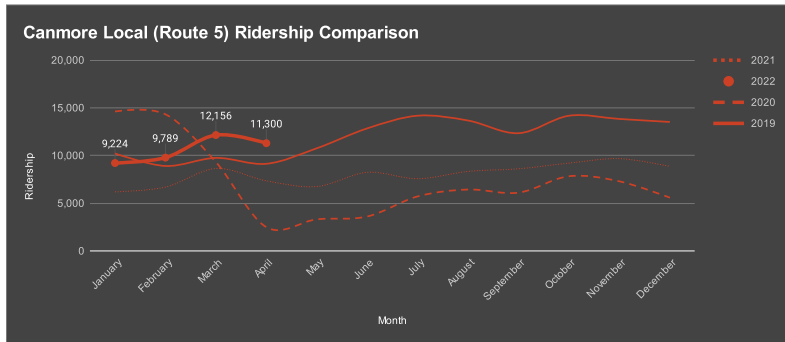


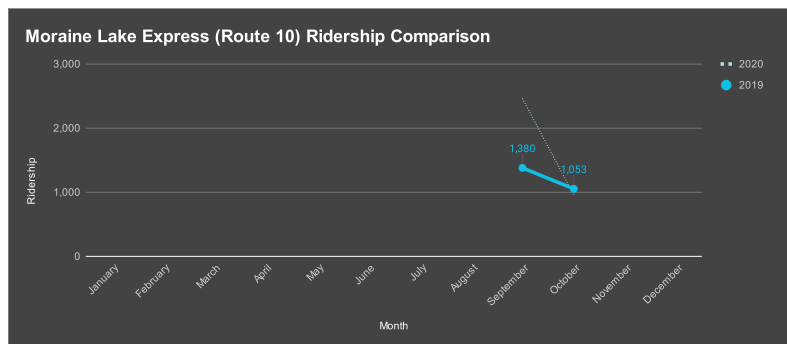
### Canmore - Banff Regional (Route 3) Ridership Comparison



### Banff Local (Route 4) Ridership Comparison







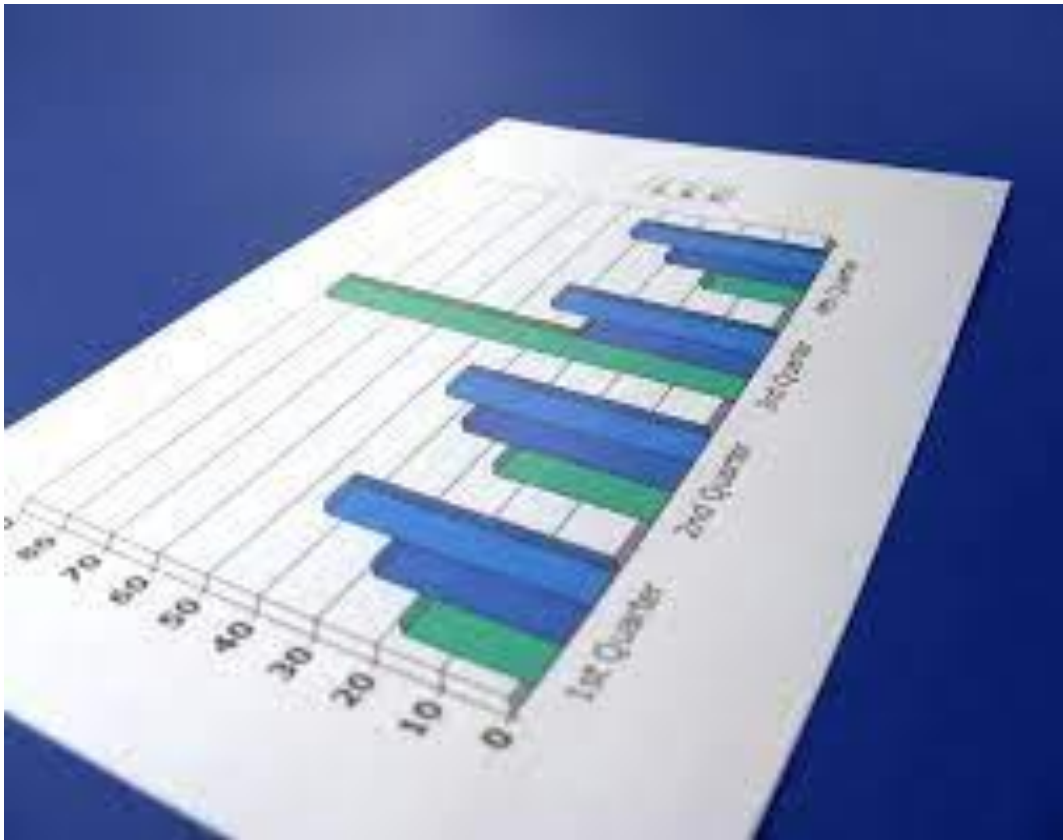


Bow Valley *Regional* Transit Services Commission

**WHAT'S  
NEW!**

NEW BUSINESS

# Bow Valley *R*egional Transit Services Commission



## ***2022 Q1 Financial Results***

**Bow Valley Regional Transit Services Commission**  
**2022 Quarterly KPIs with 2021 Actuals**

All Routes	January - March 2022				
	2022	2022	COMP	2021	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 51.87	\$ 47.62	8.9%	\$ 21.30	\$ 56.93
Gross Cost per Service Hour	\$ 170.79	\$ 170.90	-0.1%	\$ 139.62	\$ 113.46
Direct Operating Cost per Service Hour	\$ 124.69	\$ 125.27	-0.5%	\$ 101.80	\$ 91.52
Overhead per Service Hour	\$ 14.71	\$ 15.28	-3.7%	\$ 13.49	\$ 6.87
Lease/Amortization per Service Hour	\$ 31.39	\$ 30.35	3.4%	\$ 24.33	\$ 15.07
Net Cost per Service Hour (CUTA)	\$ 87.53	\$ 92.93	-5.8%	\$ 93.99	\$ 41.46
% Cost Recovery (CUTA)	45%	34%		18%	58%
Gross cost per KM	\$ 5.76	\$ 4.86		\$ 4.51	\$ 3.75
Route KM	269,944	324,319		246,793	1,488,736
Ridership	197,411	256,884	-23.2%	82,496	1,524,582
Service Hours	9,105	9,224	-1.3%	7,971	49,178
Ridership per Service Hour	22	28	-22.1%	10	31

Cost recovery % excludes route 5

**Bow Valley Regional Transit Services Commission**  
**2022 Quarterly KPIs with 2021 Actuals**

<b>Route 1 - Banff Local Sulphur Mtn</b>	<b>January - March 2022</b>				
	2022	2022	COMP	2021	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 60.36	\$ 69.21	-12.8%	\$ 28.83	\$ 68.36
Gross Cost per Service Hour	\$ 172.65	\$ 182.16	-5.2%	\$ 138.03	\$ 105.44
Direct Operating Cost per Service Hour	\$ 108.13	\$ 115.37	-6.3%	\$ 88.01	\$ 85.09
Overhead per Service Hour	\$ 14.71	\$ 15.28	-3.7%	\$ 13.49	\$ 6.82
Lease/Amortization per Service Hour	\$ 49.81	\$ 51.51	-3.3%	\$ 36.54	\$ 13.53
Net Cost per Service Hour (CUTA)	\$ 62.48	\$ 61.44	1.7%	\$ 72.66	\$ 23.56
% Cost Recovery (CUTA)	49%	53%		28%	74%
Gross cost per KM	\$ 10.40	\$ 11.56		\$ 7.46	\$ 6.52
Route KM	26,154	24,473		26,654	153,340
Ridership	57,461	92,998	-38.2%	19,799	539,609
Service Hours	1,575	1,553	1.4%	1,440	9,487
Ridership per Service Hour	36	60	-39.1%	14	57

**Bow Valley Regional Transit Services Commission**  
**2022 Quarterly KPIs with 2021 Actuals**

<b>Route 2 - Banff Local Tunnel Mtn</b>	<b>January - March 2022</b>				
	2022	2022	COMP	2021	2019
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 43.83	\$ 45.88	-4.5%	\$ 16.41	\$ 49.43
Gross Cost per Service Hour	\$ 177.53	\$ 181.31	-2.1%	\$ 138.99	\$ 108.23
Direct Operating Cost per Service Hour	\$ 113.35	\$ 115.50	-1.9%	\$ 91.41	\$ 86.67
Overhead per Service Hour	\$ 14.71	\$ 15.28	-3.7%	\$ 13.49	\$ 6.82
Lease/Amortization per Service Hour	\$ 49.47	\$ 50.54	-2.1%	\$ 34.09	\$ 14.73
Net Cost per Service Hour (CUTA)	\$ 84.23	\$ 84.90	-0.8%	\$ 88.49	\$ 44.06
% Cost Recovery (CUTA)	34%	35%		16%	53%
Gross cost per KM	\$ 12.16	\$ 8.31		\$ 9.36	\$ 7.88
Route KM	22,671	33,891		21,718	108,678
Ridership	63,078	81,314	-22.4%	18,340	422,326
Service Hours	1,553	1,553	0.0%	1,463	7,911
Ridership per Service Hour	41	52	-22.4%	13	53

**Bow Valley Regional Transit Services Commission**  
**2022 Quarterly KPIs with 2021 Actuals**

Route 3 - Canmore / Banff Regional	January - March 2022				2019 ACTUAL
	2022 ACTUAL	2022 BUDGET	COMP %	2021 ACTUAL	
Revenue per Service Hour	\$ 56.02	\$ 75.20	-25.5%	\$ 40.26	\$ 99.11
Gross Cost per Service Hour	\$ 140.61	\$ 142.95	-1.6%	\$ 126.55	\$ 112.75
Direct Operating Cost per Service Hour	\$ 107.83	\$ 108.47	-0.6%	\$ 98.75	\$ 93.40
Overhead per Service Hour	\$ 14.71	\$ 15.28	-3.7%	\$ 13.49	\$ 6.82
Lease/Amortization per Service Hour	\$ 18.08	\$ 19.21	-5.9%	\$ 14.31	\$ 12.52
Net Cost per Service Hour (CUTA)	\$ 66.51	\$ 48.54	37.0%	\$ 71.98	\$ 1.12
% Cost Recovery (CUTA)	46%	61%		36%	99%
Gross cost per KM	\$ 3.37	\$ 3.28		\$ 2.85	\$ 2.31
Route KM	108,257	111,628		80,207	400,470
Ridership	33,655	43,392	-22.4%	19,231	198,004
Service Hours	2,592	2,565	1.1%	1,809	8,207
Ridership per Service Hour	13	17	-23.2%	11	24

**Bow Valley Regional Transit Services Commission**  
**2022 Quarterly KPIs with 2021 Actuals**

Route 5 - Canmore Local	January - March 2022				2019
	2022	2022	COMP	2021	
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 13.75	\$ 1.23	1016.7%	\$ 0.24	\$ 5.64
Gross Cost per Service Hour	\$ 167.56	\$ 144.23	16.2%	\$ 119.00	\$ 112.49
Direct Operating Cost per Service Hour	\$ 131.24	\$ 109.12	20.3%	\$ 90.46	\$ 90.71
Overhead per Service Hour	\$ 14.71	\$ 15.28	-3.7%	\$ 13.49	\$ 6.87
Lease/Amortization per Service Hour	\$ 21.62	\$ 19.84	9.0%	\$ 15.05	\$ 14.91
Net Cost per Service Hour (CUTA)	\$ 132.20	\$ 123.16	7.3%	\$ 103.71	\$ 91.94
% Cost Recovery (CUTA)	9%	1%		0%	6%
Gross cost per KM	\$ 8.89	\$ 6.41		\$ 4.95 *	\$ 4.50
Route KM	35,830	46,554		49,112 *	190,558
Ridership	31,169	28,897	7.9%	21,554	143,755
Service Hours	1,901	2,069	-8.1%	2,044	7,630
Ridership per Service Hour	16	14	17.4%	11	19

**Bow Valley Regional Transit Services Commission**  
**2022 Quarterly KPIs with 2021 Actuals**

Route 8 - Lake Louise / Banff Regional Winter	January - March 2022				2019
	2022	2022	COMP	2021	
	ACTUAL	BUDGET	%	ACTUAL	ACTUAL
Revenue per Service Hour	\$ 85.67	\$ 43.85	95.4%	\$ 25.47	\$ 87.70
Gross Cost per Service Hour	\$ 142.96	\$ 142.04	0.7%	\$ 134.97	\$ 124.89
Direct Operating Cost per Service Hour	\$ 115.14	\$ 114.60	0.5%	\$ 95.92	\$ 106.33
Overhead per Service Hour	\$ 14.71	\$ 15.28	-3.7%	\$ 13.49	\$ 6.82
Lease/Amortization per Service Hour	\$ 13.12	\$ 12.16	7.9%	\$ 25.57	\$ 11.74
Net Cost per Service Hour (CUTA)	\$ 44.17	\$ 86.03	-48.7%	\$ 83.94	\$ 25.45
% Cost Recovery (CUTA)	66%	34%		23%	78%
Gross cost per KM	\$ 2.76	\$ 1.96		\$ 2.37	\$ 2.47
Route KM	77,034	107,773		69,102	142,919
Ridership	12,048	10,283	17.2%	3,572	33,732
Service Hours	1,485	1,485	0.0%	1,215	2,832
Ridership per Service Hour	8	7	17.2%	3	12



## Q1 Overall summary of results

Bow Valley Regional Transit Services Commission						
All routes - Actual vs budget vs Prior Year (PY)						
January - March 2022						
	Actual	Budget	Over/ under budget		PY Jan-Mar 2021	Difference from PY
<b>Income</b>						
Bus Pass Sales	299,683	338,739	(39,056)		122,703	176,980
Interest Revenue	2,521	3,000	(479)		2,333	9,553
Marketing & Advertising Revenue	3,357	9,739	(6,382)		2,495	(24,980)
Other Income	78,363	351	78,012		274	(12,352)
Partner Programs	91,116	90,393	723		44,485	(168,225)
Recoveries - Operating (non-members)	110,235	96,735	13,500		74,509	62,366
Requisitions - Operating	770,899	807,164	(36,265)		634,288	495,431
<b>Total Income</b>	<b>1,356,175</b>	<b>1,346,121</b>	<b>10,054</b>		<b>881,087</b>	<b>538,772</b>
<b>Gross Profit</b>						
<b>Expenses</b>						
Advertising & Marketing Expenses	22,915	47,310	(24,395)		8,245	(56,280)
Contracted Services / Professional Fees	18,681	32,562	(13,881)		24,366	(11,754)
Fuel Expense	142,984	116,434	26,550		75,943	(187,997)
General Operating Expenses	40,100	22,442	17,658		17,471	8,584
Infrastructure Maintenance	27,294	6,298	20,996		1,722	(9,337)
Insurance Expense	32,454	20,364	12,090		13,708	12,081
Software Fees & Licences	28,174	31,911	(3,737)		31,375	4,101
Training, Travel & Meals	2,878	11,265	(8,387)		2,315	(13,204)
Vehicle Expenses	300,533	238,550	61,983		197,139	61,606
Wages & Benefits	693,063	814,754	(121,691)		541,268	(482,186)
<b>Total Expenses</b>	<b>1,309,076</b>	<b>1,341,890</b>	<b>(32,814)</b>		<b>913,552</b>	<b>(674,385)</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>47,099</b>	<b>4,231</b>	<b>42,868</b>		<b>(32,465)</b>	<b>79,564</b>
<b>Amortization Expense</b>	<b>237,465</b>	<b>237,465</b>	<b>-</b>		<b>193,356</b>	<b>(301,640)</b>
<b>Net Revenue</b>	<b>(190,366)</b>	<b>(233,234)</b>	<b>42,868</b>		<b>(225,821)</b>	<b>35,455</b>

Overall, we are pacing ahead of projections with the surplus prior to amortization approximately \$43,000 ahead of budget.

### REVENUE

Pass revenues and partner revenues are down approximately \$38,000 from budget. Ridership and revenues are continuing to increase, and we are hoping that this trend will continue.

We are starting to see increased uptake with advertising interest on the buses, but not as much as budgeted. We have a few more contracts for the summer and are working towards improving this number going forward.

Other income is a combination of approximately \$20,000 for the World Cup charter in Canmore, and approximately \$58,000 for warranty refund, which was a combination of warranty claims from late 2019 to early 2021.

Non member recoveries are based on actual expenses incurred.

Member recoveries are based on budgeted amounts except for ID# contributions to Lake Louise routes, which are allocated at the end of the year.

## **EXPENSES**

Overall expenses are down approximately \$33,000 from budget.

Advertising and marketing expenses are increasing in the lead up to summer, but much less than budgeted amounts. Also, driver recruitment costs are about \$15,000 under budgeted, but recruitment is still ongoing, so we should expect to see more of these expenses in Q2.

Contracted services are down from budget numbers. We have not received final billing for the audit, and contract work has only been our external HR retainer, so lots of room in the budget going forward.

Fuel expenses are \$26,000 greater than budget but based on actual costs. There was a sharp increase in fuel costs in Q1. Also, electricity for charging vehicles was greater than anticipated because electricity rates for the transit storage building were based on market rates rather than being consistent with other TOB facilities. This has been rectified in April, and we are hoping to see a decrease in electricity costs going forward.

General operating expenses are greater than budgeted amounts. Utilities for the transit storage were not budgeted separately, and the electricity and gas bills have been relatively high.

Infrastructure maintenance includes mostly snow removal for the transit storage building and the signage changeover for Canmore local routes. This is greater than budget, but we anticipate that it is a timing difference and that the budget should catch up in the remainder of the year.

Insurance expenses are greater than budgeted. There were some grant programs for insurance that ended, and we are now being charged the full premium. This large increase was not budgeted. Also, AMSC was delayed in getting us invoices for some of the new Proterra from 2021; as such \$7,000 of 2021 insurance is included in 2022.

Software is consistent with budget however going forward we anticipate it to be less than budget. We switched to internal farebox hosting in February which reduced our annual operating costs by over \$30,000 per year. In the first year there is migration costs which have been included in capital projects.

Town of Banff vehicle maintenance invoices are approximately \$60,000 over budgeted amounts. There were a few larger expenses included in March, and we are hoping that over the rest of the year we will be closer to budget in these line items.

All wages are less than budgeted amounts for Q1. As we are moving into our busy summer hiring season, we are hoping to be able to carry forward some of these cost savings into the rest of the year.

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 1/2) January - March 2022															
	Administrative		Rt 01 - Banff Local (Sulphur Mtn)		Rt 02 - Banff Local (Tunnel Mtn)		Rt 03 - CB Regional		Rt 04 - Cave and Basin		Rt 05 - Canmore Local		Rt 06 - Lake Minnewanka		Rt 07 - Banff Centre	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Income</b>																
Bus Pass Sales			31,068	42,673	30,613	42,315	139,286	188,639								
Interest Revenue	2,521	3,000														
Marketing & Advertising Revenue	253		751	2,094	338	2,372	1,070	2,726			607	2,547				
Other Income	-10		4,403	166	4,866	185	4,810		408		25,519					
Partner Programs			58,843	62,508	32,229	26,355	44	1,530								
Recoveries - Operating (non-members)	-11,009	-15,643	4,912	5,793	6,416	6,810			7,599	10,151			19,158	23,380	11,009	15,643
Requisitions - Operating	156,549	156,546	76,763	76,763	110,644	110,644	94,524	94,524			224,719	224,719				
<b>Total Income</b>	<b>\$ 148,305</b>	<b>\$ 143,903</b>	<b>\$ 176,740</b>	<b>\$ 189,997</b>	<b>\$ 185,106</b>	<b>\$ 188,681</b>	<b>\$ 239,733</b>	<b>\$ 287,419</b>	<b>\$ 8,007</b>	<b>\$ 10,151</b>	<b>\$ 250,845</b>	<b>\$ 227,266</b>	<b>\$ 19,158</b>	<b>\$ 23,380</b>	<b>\$ 11,009</b>	<b>\$ 15,643</b>
<b>Expenses</b>																
Advertising & Marketing Expenses	843	990	3,604	10,049	3,422	9,149	3,341	6,796	140	984	8,771	5,496	193	1,506		5
Contracted Services / Professional Fees	7,142	18,259	2,563	1,392	2,568	1,581	1,553	1,673	160	260	2,375	4,316	480	1,100		100
Fuel Expense	126		15,617	13,161	19,423	11,871	48,152	42,769			30,041	21,042				
General Operating Expenses	15,208	14,184	4,449	1,079	3,890	1,172	4,677	2,199	555		3,002	1,561	1,663		546	
Infrastructure Maintenance	2,304		3,708	997	3,665	1,219	3,676	772	34		10,216	2,100	29			
Insurance Expense	2,484	3,024	9,732	4,728	8,499	3,849	4,194	2,991	0		5,398	4,239	0		964	729
Software Fees & Licences	2,256	5,541	4,075	6,523	4,075	5,832	3,478	4,690	158		2,739	5,873	316		580	1,236
Training, Travel & Meals	2,227	9,864	139	201	115	209	106	267	18		88	329	48			
Vehicle Expenses	5,058	5,901	44,627	38,722	44,869	37,243	65,782	55,129	4,797	1,485	49,888	39,248	12,869	3,714	4,611	8,946
Wages & Benefits	87,747	86,141	91,094	113,142	93,146	116,557	151,229	170,133	1,907	7,422	138,643	143,061	4,472	17,060	82	399
<b>Total Expenses</b>	<b>\$ 125,395</b>	<b>\$ 143,904</b>	<b>\$ 179,609</b>	<b>\$ 189,994</b>	<b>\$ 183,672</b>	<b>\$ 188,682</b>	<b>\$ 286,188</b>	<b>\$ 287,419</b>	<b>\$ 7,768</b>	<b>\$ 10,151</b>	<b>\$ 251,161</b>	<b>\$ 227,265</b>	<b>\$ 20,070</b>	<b>\$ 23,380</b>	<b>\$ 6,782</b>	<b>\$ 11,415</b>
<b>Surplus / Deficiency Prior to Amortization</b>																
	<b>\$ 22,910</b>	<b>\$ (1)</b>	<b>\$ (2,868)</b>	<b>\$ 3</b>	<b>\$ 1,435</b>	<b>\$ (1)</b>	<b>\$ (46,455)</b>	<b>\$ -</b>	<b>\$ 239</b>	<b>\$ -</b>	<b>\$ (316)</b>	<b>\$ 1</b>	<b>\$ (912)</b>	<b>\$ -</b>	<b>\$ 4,227</b>	<b>\$ 4,228</b>
Amortization Expense	13,059	13,059	66,894	66,894	66,894	66,894	36,444	36,444	0	0	36,621	36,621	0	0	4,227	4,227
<b>Net Income</b>	<b>\$ 9,851</b>	<b>\$ (13,060)</b>	<b>\$ (69,762)</b>	<b>\$ (66,891)</b>	<b>\$ (65,459)</b>	<b>\$ (66,895)</b>	<b>\$ (82,899)</b>	<b>\$ (36,444)</b>	<b>\$ 239</b>	<b>\$ -</b>	<b>\$ (36,937)</b>	<b>\$ (36,620)</b>	<b>\$ (912)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1</b>

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 2/2) January - March 2022												
	Rt 08 - LLB Regional Winter		Rt 08S - LLB Regional Summer Scenic		Rt 08X - LLB Regional Summer Express		Rt 09 - Johnston Canyon		Rt 10 - Moraine Lake		TOTAL		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income													
Bus Pass Sales	98,716	65,112									299,683	338,739	88%
Interest Revenue											2,521	3,000	84%
Marketing & Advertising Revenue	337										3,357	9,739	34%
Other Income	28,166				10,200						78,363	351	22326%
Partner Programs											91,116	90,393	101%
Recoveries - Operating (non-members)			11,720	8,308	44,798	30,379	14,075	8,228	1,558	3,686	110,235	96,735	114%
Requisitions - Operating	107,700	107,700		6,422	0	23,485		6,361			770,899	807,164	96%
Total Income	\$ 234,920	\$ 172,812	\$ 11,720	\$ 14,730	\$ 54,998	\$ 53,864	\$ 14,075	\$ 14,589	\$ 1,558	\$ 3,686	\$ 1,356,175	\$ 1,346,121	101%
Expenses													
Advertising & Marketing Expenses	1,508	3,410	387	1,290	449	6,375	185	1,260	73		22,915	47,310	48%
Contracted Services / Professional Fees	840	1,181	200	500	600	1,700	200	500			18,681	32,562	57%
Fuel Expense	29,625	27,591									142,984	116,434	123%
General Operating Expenses	2,671	2,247	828		1,793		819				40,100	22,442	179%
Infrastructure Maintenance	3,448	1,210	38		138		37				27,294	6,298	433%
Insurance Expense	1,183	804	0				0				32,454	20,364	159%
Software Fees & Licences	1,734	2,216	1,506		5,742		1,506		8		28,174	31,911	88%
Training, Travel & Meals	20	395	20		75		20				2,878	11,265	26%
Vehicle Expenses	38,089	30,162	7,303	4,500	15,433	9,000	7,141	4,500	67	0	300,533	238,550	126%
Wages & Benefits	95,890	103,595	1,829	8,441	21,185	36,789	4,357	8,328	1,482	3,686	693,063	814,754	85%
Total Expenses	\$ 175,008	\$ 172,811	\$ 12,113	\$ 14,731	\$ 45,416	\$ 53,864	\$ 14,265	\$ 14,588	\$ 1,631	\$ 3,686	\$ 1,309,076	\$ 1,341,890	98%
Surplus / Deficiency Prior to Amortization	\$ 59,912	\$ 1	\$ (393)	\$ (1)	\$ 9,583	\$ -	\$ (190)	\$ 1	\$ (73)	\$ -	\$ 47,099	\$ 4,231	
Amortization Expense	13,326	13,326		0		0		0		0	237,465	237,465	
Net Income	\$ 46,586	\$ (13,325)	\$ (393)	\$ (1)	\$ 9,583	\$ -	\$ (190)	\$ 1	\$ (73)	\$ -	\$ (190,366)	\$ (233,234)	

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 1/2) January - March 2022													
	Administrative		Rt 01 - Banff Local (Sulphur Mtn)		Rt 02 - Banff Local (Tunnel Mtn)		Rt 03 - CB Regional		Rt 04 - Cave and Basin		Rt 05 - Canmore Local		Rt 06 - Lake Minnewanka	
	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)
<b>INCOME</b>														
Bus Pass Sales	0	0	31,068	9,296	30,613	10,613	139,286	72,039			0	-6		
Interest Revenue	2,521	2,333												
Marketing & Advertising Revenue	253	187	751	577	338	577	1,070	495			607	495		
Other Income	-10	14	4,403	130	4,866	130	4,810		408		25,519			
Partner Programs			58,843	31,518	32,229	12,675	44	292						
Recoveries - Operating (non-members)	-11,009	-8,249	4,912	4,912	6,416	6,416			7,599	3,485			19,158	7,309
Requisitions - Operating	156,549	126,177	76,763	70,776	110,644	92,722	94,524	94,002			224,719	177,672		
<b>Total Income</b>	<b>148,305</b>	<b>120,461</b>	<b>176,740</b>	<b>117,207</b>	<b>185,106</b>	<b>123,132</b>	<b>239,733</b>	<b>166,827</b>	<b>8,007</b>	<b>3,485</b>	<b>250,845</b>	<b>178,161</b>	<b>19,158</b>	<b>7,309</b>
<b>EXPENSES</b>														
Advertising & Marketing Expenses	843	599	3,604	1,109	3,422	1,079	3,341	2,354	140	29	8,771	2,324	193	84
Contracted Services / Professional Fees	7,142	10,970	2,563	1,396	2,568	1,420	1,553	1,988	160	453	2,375	2,626	480	1,356
Fuel Expense	126	2	15,617	9,849	19,423	9,194	48,152	21,077			30,041	20,334		
General Operating Expenses	15,208	10,461	4,449	1,639	3,890	1,639	4,677	2,422	555		3,002	639	1,663	
Infrastructure Maintenance	2,304		3,708	99	3,665	161	3,676	1,270	34		10,216	63	29	
Insurance Expense	2,484	1,497	9,732	3,329	8,499	2,501	4,194	2,336			5,398	2,584		
Software Fees & Licences	2,256	1,840	4,075	4,739	4,075	4,689	3,478	4,773	158		2,739	4,411	316	
Training, Travel & Meals	2,227	2,259	139	10	115	10	106	13	18		88	13	48	
Vehicle Expenses	5,058	671	44,627	32,252	44,869	32,751	65,782	41,614	4,797	3,000	49,888	36,800	12,869	6,000
Wages & Benefits	87,747	73,294	91,094	72,448	93,146	80,389	151,229	100,922	1,907	297	138,643	115,107	4,472	745
<b>Total Expenses</b>	<b>125,395</b>	<b>101,593</b>	<b>179,609</b>	<b>126,870</b>	<b>183,672</b>	<b>133,834</b>	<b>286,188</b>	<b>178,770</b>	<b>7,768</b>	<b>3,778</b>	<b>251,161</b>	<b>184,901</b>	<b>20,070</b>	<b>8,185</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>22,910</b>	<b>18,869</b>	<b>(2,868)</b>	<b>(9,662)</b>	<b>1,435</b>	<b>(10,701)</b>	<b>(46,455)</b>	<b>(11,942)</b>	<b>239</b>	<b>(293)</b>	<b>(316)</b>	<b>(6,741)</b>	<b>(912)</b>	<b>(876)</b>
Amortization Expense	13,059	13,686	66,894	50,001	66,894	47,205	36,444	22,650			36,621	27,252		
<b>Net Income</b>	<b>9,851</b>	<b>5,183</b>	<b>(69,762)</b>	<b>(59,663)</b>	<b>(65,459)</b>	<b>(57,906)</b>	<b>(82,899)</b>	<b>(34,592)</b>	<b>239</b>	<b>(293)</b>	<b>(36,937)</b>	<b>(33,993)</b>	<b>(912)</b>	<b>(876)</b>

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 2/2) January - March 2022														
	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 - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Jan - Mar 2022	Jan - Mar 2021 (PY)	Change
<b>INCOME</b>															
Bus Pass Sales			98,716	30,776	0	0	0	0	0	0	0	0	299,683	122,717	176,966
Interest Revenue													2,521	2,333	189
Marketing & Advertising Revenue			337	165	0	0			0	0			3,357	2,495	863
Other Income			28,166				10,200						78,363	274	78,089
Partner Programs													91,116	44,485	46,631
Recoveries - Operating (non-members)	11,009	8,249			11,720	9,648	44,798	33,086	14,075	9,653	1,558		110,235	74,509	35,726
Requisitions - Operating			107,700	72,939			0	0					770,899	634,288	136,611
<b>Total Income</b>	<b>11,009</b>	<b>8,249</b>	<b>234,920</b>	<b>103,868</b>	<b>11,720</b>	<b>9,648</b>	<b>54,998</b>	<b>33,086</b>	<b>14,075</b>	<b>9,653</b>	<b>\$ 1,558</b>	<b>\$ -</b>	<b>\$ 1,356,175</b>	<b>\$ 881,088</b>	<b>\$ 475,087</b>
<b>EXPENSES</b>															0
Advertising & Marketing Expenses			1,508	480	387	36	449	115	185	36	73		22,915	8,245	14,670
Contracted Services / Professional Fees			840	1,214	200	565	600	1,753	200	565		59	18,681	24,366	-5,685
Fuel Expense			29,625	15,488									142,984	75,943	67,041
General Operating Expenses	546		2,671	670	828		1,793		819				40,100	17,471	22,629
Infrastructure Maintenance			3,448	130	38		138		37				27,294	1,722	25,572
Insurance Expense	964	694	1,183	767									32,454	13,708	18,747
Software Fees & Licences	580	850	1,734	2,474	1,506	1,250	5,742	5,000	1,506	1,348	8		28,174	31,375	-3,201
Training, Travel & Meals	0		20	8	20		75		20				2,878	2,315	563
Vehicle Expenses	4,611	3,000	38,089	23,052	7,303	4,500	15,433	9,000	7,141	4,500	67		300,533	197,139	103,394
Wages & Benefits	82		95,890	72,378	1,829	3,662	21,185	18,371	4,357	3,654	1,482		693,063	541,268	151,796
<b>Total Expenses</b>	<b>6,782</b>	<b>4,544</b>	<b>175,008</b>	<b>116,663</b>	<b>12,113</b>	<b>10,013</b>	<b>45,416</b>	<b>34,239</b>	<b>14,265</b>	<b>10,103</b>	<b>\$ 1,631</b>	<b>\$ 59</b>	<b>\$ 1,309,076</b>	<b>\$ 913,552</b>	<b>\$ 395,524</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>4,227</b>	<b>3,705</b>	<b>59,912</b>	<b>(12,795)</b>	<b>(393)</b>	<b>(365)</b>	<b>9,583</b>	<b>(1,153)</b>	<b>(190)</b>	<b>(450)</b>	<b>\$ (73)</b>	<b>\$ (59)</b>	<b>\$ 47,099</b>	<b>\$ (32,464)</b>	<b>\$ 79,563</b>
Amortization Expense	4,227	3,705	13,326	28,857									237,465	193,356	
<b>Net Income</b>	<b>-</b>	<b>-</b>	<b>46,586</b>	<b>(41,652)</b>	<b>(393)</b>	<b>(365)</b>	<b>9,583</b>	<b>(1,153)</b>	<b>(190)</b>	<b>(450)</b>	<b>(73)</b>	<b>(59)</b>	<b>(190,366)</b>	<b>(225,820)</b>	<b>35,454</b>

Bow Valley Regional Transit Services Commission						
Administrative						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Interest Revenue	2,521	3,000	84%	2,521	3,000	84%
Marketing & Advertising Revenue	253			253		
Other Income	-10			(10)		
Recoveries - Operating (non-members)	-11,009	-15,643	70%	(11,009)	(15,643)	70%
Requisitions - Operating	156,549	156,546	100%	156,549	156,546	100%
<b>Total Income</b>	<b>\$ 148,305</b>	<b>\$ 143,903</b>	<b>103%</b>	<b>148,305</b>	<b>143,903</b>	<b>103%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	843	990	85%	843	990	85%
Contracted Services / Professional Fees	7,142	18,259	39%	7,142	18,259	39%
Fuel Expense	126			126		
General Operating Expenses	15,208	14,184	107%	15,208	14,184	107%
Infrastructure Maintenance	2,304					
Insurance Expense	2,484	3,024	82%	2,484	3,024	82%
Software Fees & Licences	2,256	5,541	41%	2,256	5,541	41%
Training, Travel & Meals	2,227	9,864	23%	2,227	9,864	23%
Vehicle Expenses	5,058	5,901	86%	5,058	5,901	86%
Wages & Benefits	87,747	86,141	102%	35,343	57,763	61%
<b>Total Expenses</b>	<b>125,395</b>	<b>143,904</b>	<b>87%</b>	<b>125,395</b>	<b>143,904</b>	<b>87%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>22,910</b>	<b>(1)</b>		<b>22,910</b>	<b>(1)</b>	
Amortization Expense	13,059	13,059	100%	13,059	13,059	100%
<b>Net Income</b>	<b>9,851</b>	<b>(13,060)</b>		<b>9,851</b>	<b>(13,060)</b>	

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1) Non-member allocation for route 7

2) Contracted Services are below budget. To date only Elevated HR fees, and full Accounting fees have not been billed.

3) Infrastructure maintenance expenses include some additional signage and R&M expenses for Hawk Ave

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

5) No spending to date on HR/Scheduling software

6) All wages less than budget for the Q1.

Bow Valley Regional Transit Services Commission							
Route 1 - Banff Local Sulphur Mtn							
	Jan - Mar, 2022			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income							
Bus Pass Sales	31,068	42,673	73%	31,068	42,673	73%	1
Marketing & Advertising Revenue	751	2,094	36%	751	2,094	36%	2
Other Income	4,403	166	2653%	4,403	166	2653%	3
Partner Programs	58,843	62,508	94%	58,843	62,508	94%	4
Recoveries - Operating (non-members)	4,912	5,793	85%	4,912	5,793	85%	
Requisitions - Operating	76,763	76,763	100%	76,763	76,763	100%	
Total Income	176,740	189,997	93%	176,740	189,997	93%	
Expenses							
Advertising & Marketing Expenses	3,604	10,049	36%	3,604	10,049	36%	5
Contracted Services / Professional Fees	2,563	1,392	184%	2,563	1,392	184%	
Fuel Expense	15,617	13,161	119%	15,617	13,161	119%	
General Operating Expenses	4,449	1,079	412%	4,449	1,079	412%	6
Infrastructure Maintenance	3,708	997	372%	3,708	997	372%	7
Insurance Expense	9,732	4,728	206%	9,732	4,728	206%	8
Software Fees & Licences	4,075	6,523	62%	4,075	6,523	62%	
Training, Travel & Meals	139	201	69%	139	201	69%	
Vehicle Expenses	44,627	38,722	115%	44,627	38,722	115%	9
Wages & Benefits	91,094	113,142	81%	91,094	113,142	81%	10
Total Expenses	179,609	189,994	95%	179,609	189,994	95%	
Surplus / Deficiency Prior to Amortization	(2,868)	3		(2,868)	3		
Amortization Expense	66,894	66,894	100%	66,894	66,894	100%	
Net Income	(69,762)	(66,891)		(69,762)	(66,891)		

1) Farebox revenue included with pass sales in 2022. Behind budget, but ridership and revenues are continuing to increase

2) Working to improve Advertising and Marketing activity, currently is less than budget

3) Other income is warranty income

4) Partner programs were structure to be based on ridership when occupancy is lower. Below budget in fall/winter, but expect the program to be closer to budget in summer

5) Advertising less than budget, but based on actual expenses to date.

6) General operating expenses above budget due to utilities for transit storage building being higher than budgeted.

7) Infrastructure maintenance higher than budgeted due to Snow removal costs that were not included in budget.

8) Insurance costs greater than budget. Annual bill is approximately \$25K higher than budgeted amounts, and AMSC was late in billing for some 2021 premiums for the additional Proterra buses which were allocated to January.

9) Vehicle expenses higher than budgeted amounts, but based on actual billings to date.

10) All wages less than budget for the Q1.



Bow Valley Regional Transit Services Commission							
Route 2 - Banff Local Tunnel Mtn							
	Jan - Mar, 2022			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
Income							
Bus Pass Sales	30,613	42,315	72%	30,613	42,315	72%	1
Marketing & Advertising Revenue	338	2,372	14%	338	2,372	14%	2
Other Income	4,866	185	2631%	4,866	185	2631%	3
Partner Programs	32,229	26,355	122%	32,229	26,355	122%	4
Requisitions - Operating	110,644	110,644	100%	110,644	110,644	100%	
Total Income	185,106	188,681	98%	185,106	188,681	98%	
Expenses							
Advertising & Marketing Expenses	3,422	9,149	37%	3,422	9,149	37%	5
Contracted Services / Professional Fees	2,568	1,581	162%	2,568	1,581	162%	
Fuel Expense	19,423	11,871	164%	19,423	11,871	164%	6
General Operating Expenses	3,890	1,172	332%	3,890	1,172	332%	7
Infrastructure Maintenance	3,665	1,219	301%	3,665	1,219	301%	8
Insurance Expense	8,499	3,849	221%	8,499	3,849	221%	9
Software Fees & Licences	4,075	5,832	70%	4,075	5,832	70%	
Training, Travel & Meals	115	209	55%	115	209	55%	
Vehicle Expenses	44,869	37,243	120%	44,869	37,243	120%	10
Wages & Benefits	93,146	116,557	80%	93,146	116,557	80%	11
Total Expenses	183,672	188,682	97%	183,672	188,682	97%	
Surplus / Deficiency Prior to Amortization	1,435	(1)		1,435	(1)		
Amortization Expense	66,894	66,894	100%	66,894	66,894	100%	
Net Income	(65,459)	(66,895)		(65,459)	(66,895)		

1) Farebox revenue included with pass sales in 2022. Behind budget, but ridership and revenues are continuing to increase

2) Working to improve Advertising and Marketing activity, currently is less than budget

3) Other income is warranty income

4) Partner programs higher than budgeted. Caribou occupancy was high, so Q1 was billed at maximum allowable rate.

5) Advertising less than budget, but based on actual expenses to date.

6) Majority of route 2 has been the E-buses, electricity costs have been higher than anticipated because the contract for the transit storage building has been based on market rate rather than fixed like the other TOB buildings. This has been adjusted in April, and we expect costs to be closer to budget going forward.

7) General operating expenses above budget due to utilities for transit storage building being higher than budgeted.

8) Infrastructure maintenance higher than budgeted due to snow removal costs that were not included in budget.

9) Insurance costs greater than budget. Annual bill is approximately \$25K higher than budgeted amounts, and AMSC was late in billing for some 2021 premiums for the additional Proterra buses which were allocated to January.

10) Vehicle expenses higher than budgeted amounts, but based on actual billings to date.

11) All wages less than budget for the Q1.

Bow Valley Regional Transit Services Commission Route 3 - Canmore / Banff Regional						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Bus Pass Sales	139,286	188,639	74%	139,286	188,639	74%
Marketing & Advertising Revenue	1,070	2,726	39%	1,070	2,726	39%
Other Income	4,810			4,810	-	
Partner Programs	44	1,530	3%	44	1,530	3%
Requisitions - Operating	94,524	94,524	100%	94,524	94,524	100%
<b>Total Income</b>	<b>239,733</b>	<b>287,419</b>	<b>83%</b>	<b>239,733</b>	<b>287,419</b>	<b>83%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	3,341	6,796	49%	3,341	6,796	49%
Contracted Services / Professional Fees	1,553	1,673	93%	1,553	1,673	93%
Fuel Expense	48,152	42,769	113%	48,152	42,769	113%
General Operating Expenses	4,677	2,199	213%	4,677	2,199	213%
Infrastructure Maintenance	3,676	772	476%	3,676	772	476%
Insurance Expense	4,194	2,991	140%	4,194	2,991	140%
Software Fees & Licences	3,478	4,690	74%	3,478	4,690	74%
Training, Travel & Meals	106	267	40%	106	267	40%
Vehicle Expenses	65,782	55,129	119%	65,782	55,129	119%
Wages & Benefits	151,229	170,133	89%	151,229	170,133	89%
<b>Total Expenses</b>	<b>286,188</b>	<b>287,419</b>	<b>100%</b>	<b>286,188</b>	<b>287,419</b>	<b>100%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(46,455)</b>	<b>-</b>		<b>(46,455)</b>	<b>-</b>	
Amortization Expense	36,444	36,444	100%	36,444	36,444	100%
<b>Net Income</b>	<b>(82,899)</b>	<b>(36,444)</b>		<b>(82,899)</b>	<b>(36,444)</b>	

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1) Farebox revenue included with pass sales in 2022. Behind budget, but ridership and revenues are continuing to increase

2) Working to improve Advertising and Marketing activity, currently is less than budget

3) Other income is warranty income

4) Advertising less than budget, but based on actual expenses to date.

5) General operating expenses above budget due to utilities for transit storage building being higher than budgeted.

6) Infrastructure maintenance higher than budgeted due to snow removal costs that were not included in budget.

7) Insurance costs greater than budget. Annual bill is approximately \$25K higher than budgeted amounts

8) Vehicle expenses higher than budgeted amounts, but based on actual billings to date.

9) All wages less than budget for the Q1.

Bow Valley Regional Transit Services Commission Route 4 - Cave & Basin						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Other Income	408			408	-	
Recoveries - Operating (non-members)	7,599	10,151	75%	7,599	10,151	75%
<b>Total Income</b>	<b>8,007</b>	<b>10,151</b>	<b>79%</b>	<b>8,007</b>	<b>10,151</b>	<b>79%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	140	984	14%	140	984	14%
Contracted Services / Professional Fees	160	260	62%	160	260	62%
General Operating Expenses	555	0		555	-	
Infrastructure Maintenance	34	0		34	-	
Software Fees & Licences	158	0		158	-	
Training, Travel & Meals	18	0		18	-	
Vehicle Expenses	4,797	1,485	323%	4,797	1,485	323%
Wages & Benefits	1,907	7,422	26%	1,907	7,422	26%
<b>Total Expenses</b>	<b>7,768</b>	<b>10,151</b>	<b>77%</b>	<b>7,768</b>	<b>10,151</b>	<b>77%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>239</b>	<b>-</b>		<b>239</b>	<b>-</b>	
Amortization Expense				-	-	
<b>Net Income</b>	<b>239</b>	<b>-</b>		<b>239</b>	<b>-</b>	

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1) Other income is warranty income

2) Recoveries based on actual expenses.

3) General operating expenses is transit storage utilities.

4) Some budgeted amounts were only allocated to the summer when actual expense has been allocated monthly. Budget will catch up later in the year.

5) Summer training and planning bugeted, but mostly split over March and April. Expect this to catch up to budget in Q2

Bow Valley Regional Transit Services Commission						
Route 5 - Canmore Local						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Marketing & Advertising Revenue	607	2,547	24%	607	2,547	24%
Other Income	25,519			25,519	-	
Requisitions - Operating	224,719	224,719	100%	224,719	224,719	100%
<b>Total Income</b>	<b>250,845</b>	<b>227,266</b>	<b>110%</b>	<b>250,845</b>	<b>227,266</b>	<b>110%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	8,771	5,496	160%	8,771	5,496	160%
Contracted Services / Professional Fees	2,375	4,316	55%	2,375	4,316	55%
Fuel Expense	30,041	21,042	143%	30,041	21,042	143%
General Operating Expenses	3,002	1,561	192%	3,002	1,561	192%
Infrastructure Maintenance	10,216	2,100	486%	10,216	2,100	486%
Insurance Expense	5,398	4,239	127%	5,398	4,239	127%
Software Fees & Licences	2,739	5,873	47%	2,739	5,873	47%
Training, Travel & Meals	88	329	27%	88	329	27%
Vehicle Expenses	49,888	39,248	127%	49,888	39,248	127%
Wages & Benefits	138,643	143,061	97%	138,643	143,061	97%
<b>Total Expenses</b>	<b>251,161</b>	<b>227,265</b>	<b>111%</b>	<b>251,161</b>	<b>227,265</b>	<b>111%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(316)</b>	<b>1</b>	<b>-315.6</b>	<b>(316)</b>	<b>1</b>	<b>-315.6</b>
Amortization Expense	36,621	36,621	100%	36,621	36,621	100%
<b>Net Income</b>	<b>(36,937)</b>	<b>(36,620)</b>		<b>(36,937)</b>	<b>(36,620)</b>	

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- 1) Working to improve Advertising and Marketing activity, currently is less than budget
- 2) Other income includes \$20K of charter income and \$5K warranty income
- 3) Advertising is greater than budget due to advertising expense allocated as part of World Cup contract invoice
- 4) Fuel expense greater than budget, based on actual expenses to date. Also includes additional fuel for 12 day world cup charter which was not budgeted.
- 5) General operating expenses above budget due to utilities for transit storage building being higher than budgeted.
- 6) Infrastructure maintenance higher than budgeted due to signage changes for 5T and 5C
- 7) Insurance costs greater than budget. Annual bill is approximately \$25K higher than budgeted amounts
- 8) Vehicle expenses higher than budgeted amounts, but based on actual billings to date.
- 9) All wages less than budget for the Q1.

Bow Valley Regional Transit Services Commission Route 6 - Lake Minnewanka						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Recoveries - Operating (non-members)	19,158	23,380	82%	19,158	23,380	82%
<b>Total Income</b>	<b>19,158</b>	<b>23,380</b>	<b>82%</b>	<b>19,158</b>	<b>23,380</b>	<b>82%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	193	1,506	13%	193	1,506	13%
Contracted Services / Professional Fees	480	1,100	44%	480	1,100	44%
General Operating Expenses	1,663	0		1,663	-	
Infrastructure Maintenance	29	0		29	-	
Insurance Expense	0	0		-	-	
Software Fees & Licences	316	0		316	-	
Training, Travel & Meals	48	0		48	-	
Vehicle Expenses	12,869	3,714	347%	12,869	3,714	347%
Wages & Benefits	4,472	17,060	26%	4,472	17,060	26%
<b>Total Expenses</b>	<b>20,070</b>	<b>23,380</b>	<b>86%</b>	<b>20,070</b>	<b>23,380</b>	<b>86%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(912)</b>	<b>-</b>		<b>(912)</b>	<b>-</b>	
Amortization Expense				-	-	
<b>Net Income</b>	<b>(912)</b>	<b>-</b>		<b>(912)</b>	<b>-</b>	

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1) Recoveries based on actual expenses.

2) General operating expenses is transit storage utilities.

3) Some budgeted amounts were only allocated to the summer when actual expense has been allocated monthly. Budget will catch up later in the year.

4) Summer training and planning budgeted, but mostly split over March and April. Expect this to catch up to budget in Q2

Bow Valley Regional Transit Services Commission Route 7 - Banff Centre						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Recoveries - Operating (non-members)	11,009	15,643	70%	11,009	15,643	70%
<b>Total Income</b>	<b>11,009</b>	<b>15,643</b>	<b>70%</b>	<b>11,009</b>	<b>15,643</b>	<b>70%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	0	5	0%	-	5	0%
Contracted Services / Professional Fees	0	100	0%	-	100	0%
General Operating Expenses	546	0		546	-	
Insurance Expense	964	729	132%	964	729	132%
Software Fees & Licences	580	1,236	47%	580	1,236	47%
Vehicle Expenses	4,611	8,946	52%	4,611	8,946	52%
Wages & Benefits	82	399	21%	82	399	21%
<b>Total Expenses</b>	<b>6,782</b>	<b>11,415</b>	<b>59%</b>	<b>6,782</b>	<b>11,415</b>	<b>59%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>4,227</b>	<b>4,228</b>		<b>4,227</b>	<b>4,228</b>	
Amortization Expense	4,227	4,227	100%	4,227	4,227	100%
<b>Net Income</b>	<b>-</b>	<b>1</b>		<b>-</b>	<b>1</b>	

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

Current year also includes some training allocation because route is scheduled to start in the fall.

Bow Valley Regional Transit Services Commission Route 8 - Lake Louise / Banff Regional Winter						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
Income						
Bus Pass Sales	98,716	65,112	152%	98,716	65,112	152%
Marketing & Advertising Revenue	337					
Other Income	28,166			28,166	-	
Requisitions - Operating	107,700	107,700	100%	107,700	107,700	100%
Total Income	234,583	172,812	136%	234,583	172,812	136%
Expenses						
Advertising & Marketing Expenses	1,508	3,410	44%	1,508	3,410	44%
Contracted Services / Professional Fees	840	1,181	71%	840	1,181	71%
Fuel Expense	29,625	27,591	107%	29,625	27,591	107%
General Operating Expenses	2,671	2,247	119%	2,671	2,247	119%
Infrastructure Maintenance	3,448	1,210	285%	3,448	1,210	285%
Insurance Expense	1,183	804	147%	1,183	804	147%
Software Fees & Licences	1,734	2,216	78%	1,734	2,216	78%
Training, Travel & Meals	20	395	5%	20	395	5%
Vehicle Expenses	38,089	30,162	126%	38,089	30,162	126%
Wages & Benefits	95,890	103,595	93%	95,890	103,595	93%
Total Expenses	175,008	172,811	101%	175,008	172,811	101%
Surplus / Deficiency Prior to Amortization	59,575	1	59574.78	59,575	1	59574.78
Amortization Expense	13,326	13,326	100%	13,326	13,326	100%
Net Income	46,249	(13,325)		46,249	(13,325)	

1) Farebox revenue included with pass sales in 2022. Ahead of budget, and we hope to keep this going for the remainder of the year.

2) Other income is warranty income

3) Advertising less than budget, but based on actual expenses to date.

4) Infrastructure maintenance higher than budgeted due to Snow removal costs that were not included in budget.

5) Vehicle expenses higher than budgeted amounts, but based on actual billings to date.

6) All wages less than budget for the Q1.

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

	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Other Income	10,200			10,200	-	
Recoveries - Operating (non-members)	44,798	30,379	147%	44,798	30,379	147%
Requisitions - Operating	0	23,485	0%	-	23,485	0%
<b>Total Income</b>	<b>54,998</b>	<b>53,864</b>	<b>102%</b>	<b>54,998</b>	<b>53,864</b>	<b>102%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	449	6,375	7%	449	6,375	7%
Contracted Services / Professional Fees	600	1,700	35%	600	1,700	35%
Fuel Expense		0		-	-	
General Operating Expenses	1,793	0		1,793	-	
Infrastructure Maintenance	138	0		138	-	
Insurance Expense	0	0		-	-	
Software Fees & Licences	5,742	0		5,742	-	
Training, Travel & Meals	75	0		75	-	
Vehicle Expenses	15,433	9,000	171%	15,433	9,000	171%
Wages & Benefits	21,185	36,789	58%	21,185	36,789	58%
<b>Total Expenses</b>	<b>45,416</b>	<b>53,864</b>	<b>84%</b>	<b>45,416</b>	<b>53,864</b>	<b>84%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>9,583</b>	<b>-</b>		<b>9,583</b>	<b>-</b>	
Amortization Expense		-		-	-	
<b>Net Income</b>	<b>9,583</b>	<b>-</b>		<b>9,583</b>	<b>-</b>	

- 1) Other income is warranty income
- 2) Recoveries based on actual expenses.
- 3) Still minimal Advertising and Marketing activity, just starting up for the summer season, so less that budget
- 4) General operating expenses is transit storage utilities.
- 5) Remix software, budget for this is over the summer months
- 6) Some budgeted amounts were only allocated to the summer when actual expense has been allocated monthly. Budget will catch up later in the year.
- 7) Summer training and planning bugeted, but mostly split over March and April. Expect this to catch up to budget in Q2



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

	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Recoveries - Operating (non-members)	11,720	8,308	141%	11,720	8,308	141%
Requisitions - Operating		6,422	0%	-	6,422	0%
<b>Total Income</b>	<b>11,720</b>	<b>14,730</b>	<b>80%</b>	<b>11,720</b>	<b>14,730</b>	<b>80%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	387	1,290	30%	387	1,290	30%
Contracted Services / Professional Fees	200	500	40%	200	500	40%
General Operating Expenses	828	0		828	-	
Infrastructure Maintenance	38	0		38	-	
Software Fees & Licences	1,506	0		1,506	-	
Training, Travel & Meals	20	0		20	-	
Vehicle Expenses	7,303	4,500	162%	7,303	4,500	162%
Wages & Benefits	1,829	8,441	22%	1,829	8,441	22%
<b>Total Expenses</b>	<b>12,113</b>	<b>14,731</b>	<b>82%</b>	<b>12,113</b>	<b>14,731</b>	<b>82%</b>
<b>Net Operating Income</b>	<b>(393)</b>	<b>(1)</b>	<b>392.89</b>	<b>(393)</b>	<b>(1)</b>	<b>392.89</b>
Amortization Expense		-		-	-	
<b>Net Income</b>	<b>(393)</b>	<b>(1)</b>	<b>392.89</b>	<b>(393)</b>	<b>(1)</b>	

1

2

3

4

5

1) Recoveries based on actual expenses.

2) General operating expenses is transit storage utilities.

3) Remix software, budget for this is over the summer months

4) Some budgeted amounts were only allocated to the summer when actual expense has been allocated monthly. Budget will catch up later in the year.

5) Summer training and planning bugeted, but mostly split over March and April. Expect this to catch up to budget in Q2

Bow Valley Regional Transit Services Commission Route 9 - Johnson Canyon						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Recoveries - Operating (non-members)	14,075	8,228	171%	14,075	8,228	171%
Requisitions - Operating		6,361	0%	-	6,361	0%
<b>Total Income</b>	<b>14,075</b>	<b>14,589</b>	<b>96%</b>	<b>14,075</b>	<b>14,589</b>	<b>96%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	185	1,260	15%	185	1,260	15%
Contracted Services / Professional Fees	200	500	40%	200	500	40%
General Operating Expenses	819	0		819	-	
Infrastructure Maintenance	37	0		37	-	
Software Fees & Licences	1,506	0		1,506	-	
Training, Travel & Meals	20	0		20	-	
Vehicle Expenses	7,141	4,500	159%	7,141	4,500	159%
Wages & Benefits	4,357	8,328	52%	4,357	8,328	52%
<b>Total Expenses</b>	<b>14,265</b>	<b>14,588</b>	<b>98%</b>	<b>14,265</b>	<b>14,588</b>	<b>98%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(190)</b>	<b>1</b>		<b>(190)</b>	<b>1</b>	
Amortization Expense		-		-	-	
<b>Net Income</b>	<b>(190)</b>	<b>1</b>		<b>(190)</b>	<b>1</b>	

1) Recoveries based on actual expenses.

2) General operating expenses is transit storage utilities.

3) Remix software, budget for this is over the summer months

4) Some budgeted amounts were only allocated to the summer when actual expense has been allocated monthly. Budget will catch up later in the year.

5) Summer training and planning bugeted, but mostly split over March and April. Expect this to catch up to budget in Q2

Bow Valley Regional Transit Services Commission Route 10 - Moraine Lake						
	Jan - Mar, 2022			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>						
Recoveries - Operating (non-members)	1,558	3,686	42%	1,558	3,686	42%
<b>Total Income</b>	<b>1,558</b>	<b>3,686</b>	<b>42%</b>	<b>1,558</b>	<b>3,686</b>	<b>42%</b>
<b>Expenses</b>						
Advertising & Marketing Expenses	73	-		73	-	
Software Fees & Licences	8	-		8	-	
Vehicle Expenses	67	-		67	-	
Wages & Benefits	1,482	3,686	40%	1,482	3,686	40%
<b>Total Expenses</b>	<b>1,631</b>	<b>3,686</b>	<b>44%</b>	<b>1,631</b>	<b>3,686</b>	<b>44%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(74)</b>	<b>-</b>		<b>(74)</b>	<b>-</b>	
Amortization Expense		-		-	-	
<b>Net Income</b>	<b>(74)</b>	<b>-</b>		<b>(74)</b>	<b>-</b>	

1

1) Recoveries based on actual expenses.

2022 Capital Project Budget				
Description	Project # / GL Code	Opening Budget	Actual spending Q1	Remaining Budget
<b>Banff Local Route Assets</b>				
Wolf Battery Pack Replacement	18-6103	55,000		55,000
Wolf Bus Refurbishment	18-6104	17,378		17,378
Goat Bus Refurbishment	18-6105	14,365		14,365 *
Grizzly Bear Bus Refurbishment	18-6106	21,591		21,591 *
Wolf Bus Transmission	19-6101	40,600		40,600
Coyote Transmission - replaced before budgeted			18,750	-18,750
Goat Bus Transmission	19-6102	40,600		40,600 *
Grizzly Bear Bus Transmission	19-6103	40,600		40,600 *
Goat Battery Pack Replacement	19-6104	55,825		55,825
Bear Battery Pack Replacement	20-6101	56,662		56,662
Ticket vending machine	20-6104	18,253		18,253
Wolf bus wrap	21-6102	8,898		8,898
Goat bus wrap	21-6103	8,898		8,898 *
Bear bus wrap	21-6104	8,898		8,898 *
Arrival prediction signs	21-6105	50,000		50,000
Smart Card Stock	22-6100	1,000		1,000
Wolf Camera	22-6101	10,614		10,614
Goat Camera	22-6102	10,614		10,614 *
Bear Camera	22-6103	10,614		10,614 *
New Proterra 1	22-6104		375,075	-375,075 **
New Proterra 2	22-6105		375,075	-375,075 **
		<b>470,411</b>	<b>768,900</b>	<b>-298,489</b>
* Note actual capital projects still includes replacement for Goat/Grizzly components. These amounts will be used toward new Proterra replacement buses.				
**New Proterra were not included in initial budget, capital reserve balances for Goat and Grizzly will be used for these projects				
<b>Canmore Local Route Assets</b>				
Bus Stop and Transit wayfinding signs	20-6205	2,180		2,180
Bus Stop and Transit wayfinding signs	21-6201	10,000		10,000
Driver swap vehicle	21-6202	12,170		12,170
Smart Card Stock	22-6200	1,000		1,000
Canmore Proterra	21-6204	1,000,000	912,074	87,926 1
Cougar engine	22-6201	68,989		68,989
Lynx engine	22-6202	68,989		68,989
Cougar bus wrap	22-6203	12,206		12,206
Lynx bus wrap	22-6204	12,206		12,206
Cougar bike rack	22-6205	2,123		2,123
Lynx bike rack	22-6206	2,123		2,123
Cougar Camera	22-6207	10,614		10,614
Lynx Camera	22-6208	10,614		10,614
Arrival prediction signs	22-6209	30,000		30,000
		<b>1,243,214</b>	<b>912,074</b>	<b>301,140</b>
<b>Canmore/Banff Regional Route Assets</b>				
Moose Bus Refurbishment	19-6308	9,845		9,845
Moose engine	20-6307	66,965	8,741	58,224
Sheep engine	21-6301	8,666		8,666
Moose bus wrap	21-6302	10,525		10,525
Sheep bus wrap	21-6303	10,525		10,525
Moose transmission	21-6304	41,827		41,827
Sheep transmission	21-6305	41,827		41,827
Moose bike rack	21-6306	2,092		2,092
Sheep bike rack	21-6307	2,092		2,092
Smart Card Stock	22-6300	1,000		1,000
Black bear engine	22-6301	68,989		68,989
Black bear bus wrap	22-6302	12,206		12,206
Moose camera	22-6303	10,614		10,614
Sheep camera	22-6304	10,614		10,614
		<b>297,786</b>	<b>8,741</b>	<b>289,045</b>
<b>Lake Louise/Banff Regional Route Assets</b>				
Ticket vending machine	20-6410	43,000		43,000
Driver Training equipment	20-6411	74,847	24,860	49,987
Driver vehicle swap	22-6400	15,680		15,680
		<b>133,527</b>	<b>24,860</b>	<b>92,987</b>
<b>Commission General Assets</b>				
Dispatch Software	19-6015	50,000		50,000
Operations vehicle	22-6000	15,000	13,789	1,211
Visitors centre set up	22-6001	10,000		10,000
Farebox hosting	22-6002	15,000	56,397	-41,397 ***
Office Equipment, Furniture, Renovations	22-6003	20,000	4,615	15,385
Office IT, Computers, Wiring	22-6004	10,000	2,953	7,047
		<b>120,000</b>	<b>77,754</b>	<b>42,246</b>
***Farebox hosting migration and capital costs included here. Budget only included server costs. Migration costs are to be absorbed by significantly lower operating costs going forward.				
<b>Parks Projects</b>				
Parks Proterra - minniwanka	21-6400	1,500,000	1,271,425	228,575 2
Parks Proterra - 3 new	22-6401	4,500,000	1,125,225	3,374,775
		<b>6,000,000</b>	<b>2,396,650</b>	<b>3,603,350</b>
	Carry forward codes			
<b>TOTAL</b>		<b>8,264,938</b>	<b>4,188,979</b>	<b>4,030,279</b>
<b>PY projects cf</b>				
		824,128.63		
<b>Parks Projects - not in budget</b>				
		6,000,000.00		
		1,440,809.00		
	Canmore Proterra deposits paid in 2021		885,044.48 1	
	Parks Proterra deposits paid in 2021		315,044.48 2	
			<u>1,200,088.96</u>	

# Bow Valley *R*egional Transit Services Commission



## **Driver Shortage Title Sheet**

# Report to the Bow Valley Regional Transit Services Commission

## Report 2022-05-02 Service Levels

May 6, 2022

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### **SUMMARY/ ISSUE**

Hiring across Canada, and in particular the Bow Valley, has been extremely challenging this year for a lot of organizations. Roam Transit is no exception and currently there is a shortage of approximately 5-7 drivers to meet summer service needs.

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

Summer service as per budgeted levels of service

Administration Recommendation:

That the Commission:

- Accept this report for information.

### **INVESTIGATION**

The BVRTSC has been advertising and hiring new drivers since January and is currently completing training for several new drivers. Below is a general overview of hiring for new employees:

- 16 have completed or are in the process of completing training
- 2 began training and left for other jobs
- 7 accepted the position and were unable to find adequate housing

In 2021, Roam Transit was in a unique position of operating service on a regular schedule in a time where there were very limited other bus services operating. This allowed Roam to hire drivers who would normally be driving for charter companies. All, with the exception of one, have returned to their previous companies due to their desire to drive over the road charters and the ability to earn gratuities.

In addition to the drivers returning to previous roles, we have seen attrition in our driver pool from anticipated returning drivers deciding to leave the driving profession and pursue other opportunities. This is particularly impactful as we had several committed drivers decide last minute not to return to Roam. In addition to the hiring shortfall, Covid has created further challenges as we work to ensure employees do not come to work with any symptoms or positive tests.

Roam has increased driver wages significantly and introduced incentives, however other organizations are increasing more than they have typically. Roam's compensation package is still above other transportation operators in the Bow Valley.

# Report to the Bow Valley Regional Transit Services Commission

## Report 2022-05-02 Service Levels

May 6, 2022

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Roam drivers receive:

*Wages from \$26.50 to \$31.00 per hour*

*Benefits – full benefits for full time and a health care spending account for part time*

*Free transit*

*Referral bonus for bringing friends/acquaintances on board*

*Bonus of \$1 per hour for first year drivers staying for the full summer season (2<sup>nd</sup> year and further received larger increases)*

Roam's recruiting is ongoing, and our team is working diligently to fill the gaps. This recruiting for qualified applicants will continue through the summer.

### **IMPLICATIONS:**

Service implications will be minimized however there are service reductions that will occur due to being unable to staff adequately.

Administration is currently working with partners on which seasonal routes will be affected and will see service reductions. Initial thoughts are that the services to see reductions will be:

- Route 2 – Tunnel Mountain – 30-minute service vs. planned 20 minutes
- Parks Canada Early Bird Shuttle – Roam will not operate (This is normally two buses each morning)
- One more Parks Canada service to be reduced (to be determined shortly)

The intent of administration is to keep this flexible and potentially the reduced services (except for Early Bird) would only see a delayed start and not full cancelation for the summer.

### **BUSINESS PLAN/ BUDGET IMPLICATIONS**

These reductions will see a savings in costs; however, the amount of the impact has not been calculated as of yet.

### **BRAND IMPACT:**

These service reductions could have a negative Brand impact if visitation and transit ridership is at a level where overloads occur, and the service cannot meet demand.

The Brand would be negatively impacted if we advertise all services and then are unable to meet demand.

# Report to the Bow Valley Regional Transit Services Commission

Report 2022-05-02 Service Levels

May 6, 2022

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## **RISKS**

There is operational risk that there is more attrition or sick/Covid lost time and that these service cuts are not enough, and Roam is not able to meet demand.

## **ATTACHMENTS**

<https://www.cheknews.ca/facing-driver-shortage-bc-transit-cancels-trips-on-15-routes-1023109/>

<https://www.rmotoday.com/canmore/bow-valley-dealing-with-a-staffing-drought-5224519>