

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

Zoom Video Meeting

AGENDA

September 14, 2022 2:00-3:30pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the August 10th, 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) Presentation of Proposed Operating and Capital Budgets (Request for Decision)
 - b) Presentation of Request to Utilize Canmore Reserves for Transit Study (Request for Decision)
 - c) In Camera Session – HR Item
6. Adjournment

Next meeting – 111 Hawk Avenue and Zoom October 17th, 2-4pm

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

Held via: Zoom Video Meeting

MINUTES

August 10, 2022 2:00-4:00pm

BOARD MEMBERS PRESENT

Joanna McCallum, Town of Canmore - Chair
Davina Bernard, ID#9 – Vice Chair
Corrie DiManno, Town of Banff
Dave Schebek, ID9
Tanya Foubert, Town of Canmore
Grant Canning, Town of Banff

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

Mel Booth, Financial Controller
Steve Nelson, Manager Operations

ADMINISTRATION PRESENT

PH Gagnon, Town of Banff
Patti Youngberg, Parks Canada
Andy Esarte, Town of Canmore
Daniella Rubeling, Parks Canada

ADMINISTRATION ABSENT

Members of the Public

Greg Colgan, RMO

1. Call to Order

Joanna McCallum called meeting to order at 2:07PM

2. Approval of the Agenda

- Joanna McCallum requests to add “Budget Process and Timing” to the agenda as item 5D.

BVRTSC22-031 Joanna McCallum moves to approve the agenda as amended

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the June 8, 2022 Regular Meeting Minutes (attached)

BVRTSC22-032 Corrie DiManno moves to approve minutes as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

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

Personnel committee to meet near end of June.

- c) Transit Service Monthly Statistics (For Information)

5. New Business

- a) Presentation of 2nd Quarter financial results
- b) Presentation of Draft Operating and Capital Budgets (Request for Decision)

BVRTSC22-033 Tanya Foubert moved to accept the draft 2023 – 2025 BVRTSC Operating Budget as presented.

CARRIED UNANIMOUSLY

BVRTSC22-034 Corrie DiManno moves to accept the draft 2023 – 2032 BVRTSC Capital Budget as presented.

CARRIED UNANIMOUSLY

- c) Presentation of New Service Level Requests (Request for Decision)

- Transit Planning/Data Analyst

BVRTSC22-035 Corrie DiManno moves to direct the commission to include the transit planning/data analyst full time position in the 2023 operating budget with an annual cost of \$89,000

CARRIED UNANIMOUSLY

- Transit Support and Training Officers

BVRTSC22-036 Dave Schebek moves to direct the commission to include two full time transit support and training officer positions in the 2023 operating budget with an annual total cost of \$187,456

CARRIED UNANIMOUSLY

- BVRTSC Spare Bus 2024

BVRTSC22-037 Davina Bernard moves to direct administration to begin the procurement process through RFP to purchase two accessible electric transit shuttle buses to act as spares for all routes to be delivered in Spring 2024 and funded as outlined up to a maximum dollar value of \$900,000. This purchase is to be contingent on receiving 80% grant funding through the Federal Rural Transit fund.

CARRIED UNANIMOUSLY

- CB Regional Additional Service Hours

BVRTSC22-038 Tanya Foubert moves that The Commission endorse increasing service for the second bus on weekends to match the weekdays service through the addition of 4.5 service hours per weekend day beginning in February of 2023 subject to approval by both Canmore and Banff Town Councils.

The Commission also endorse to increase evening service every evening to extend the last bus leaving Banff by one hour to approximately 11:15 and leaving Canmore at approximately 11:45pm beginning in February of 2023 subject to the approval of Canmore and Banff Town Councils.

CARRIED UNANIMOUSLY

d) Budget Process and Timing (Request for Decision)

BVRTSC22-039 Joanna McCallum moves to direct the Commission to hold the 2022 October regular meeting and Annual Organizational Meeting as well as approvals of the 2023-2025 draft operating budget and the 2023-2032 draft capital budgets on **Monday October 17th at 2pm.**

CARRIED UNANIMOUSLY

Final comments brought forward by Grant Canning regarding concerns around Roam having adequate supply of vehicles and drivers for future growth and meeting the expectations of transit users into the future.

6. Adjournment

BVRTSC22-040 Corrie DiManno moved to adjourn the meeting at 4:12pm

CARRIED UNANIMOUSLY

CAO REPORT



CAO Update – September 2022

Financial:

- The RESTOR funding of \$1,162,420.96 has been received and is in the Commission bank account. Details on the use of this funding and the subsequent reporting will be forwarded by the province in the upcoming weeks.

Transit Service Updates:

- With the onset of September, Roam has lost the majority of our Ambassador team and a number of drivers have returned to their school bus companies. This has created substantial challenges in meeting our service levels, however the ops team is creatively making it happen!
- Our fall schedules are on the website and reservations are open for Moraine Lake direct service (Route 10). It is anticipated that this Route will be busy should the weather continue to cooperate.
- Banff fare free for residents has been fully rolled out and our customer service team is now only having to issue a few passes every week as new people come forward. Since the inception of the program in May, the ridership (not including hotel partner staff) is:
 - Banff resident adult: 38,147
 - Banff resident senior: 1,385
 - Banff resident youth: 1,107
- The “floater” bus being used primarily within the Town of Banff whenever a bus and driver are available has been extremely helpful in reducing overloaded buses and improving the customer experience. This will continue into the Fall as ridership levels stay high.
- Route 8X continues to be busy, however the elimination of the Village riders has helped to reduce the overloads and unhappy customers. It has however created some unhappiness with locals (eg. Locals working at Tea House who are unable to get up and down from the Village). This is an issue that needs to be resolved prior to next

year's busy season. Ridership in August is significantly lower than July partially due to the elimination of the local village transfers (22,575 vs 28,200). Ridership numbers showed that we were completing approximately 2000 trips per month on Lake Louise local service.

Ridership comparison to 2019:

Ridership YTD (end of August)	2019	2022	Increase
1 Gondola	396,982	374,777	-6%
2 Tunnel Mtn/Fairmont	308,793	297,002	-4%
3 Canmore/Banff Regional	134,386	121,286	-10%
4 Cave and Basin	19,185	18,521	-3%
5 Canmore Local	89,520	105,400	18%
6 Lake Minnewanka	38,554	55,147	43%
8X Lake Louise Express	83,354	93,528	12%
9 Johnston Canyon	9,334	17,860	91%
OnIt	16,246	19,738	21%

Ridership August Only	2019	2022	Increase
1 Gondola	81,196	93,303	15%
2 Tunnel Mtn/Fairmont	63,073	68,183	8%
3 Canmore/Banff Regional	20,105	19,382	-4%
4 Cave and Basin	7,332	5,349	-27%
5 Canmore Local	13,675	17,070	25%
6 Lake Minnewanka	12,802	19,063	49%
8X Lake Louise Express	24,743	22,575	-9%
9 Johnston Canyon	4,262	5,360	26%
OnIt	6,282	6,517	4%

General/Health and Safety

- Roam's incident at Lake Minnewanka has been fully investigated, with some changes to training procedures and safety protocols already implemented. This loss is being claimed through insurance and will be ongoing as the bus is currently in Calgary being fully inspected for damage.
- Roam recently provided a bus and driver in to go to the Lake Louise Ski Area with a group of recent arrivals in Canada, arranged by Bow Valley Settlement Services. We provided the transportation, and the Lake Louise Ski Area provided a gondola trip, interpretive hike, and lunch.

- Roam was involved with the Transportation Shift group (Banff Lake Louise Tourism, Town of Banff, and Parks Canada) in a contest named “Roam in the Wild” - Details below:

We challenged Banff National Park visitors to ***Roam in the Wild*** this summer from June 28 to August 15 for a chance to win prizes.

Visitors could enter by capturing a picture of a Roam bus in the “wild” (anywhere in Banff National Park), posting it to their social channels (FB & IG) and using the hashtag #RoamInTheWild or commenting on supplied contest posts and tagging a friend that they would like to Roam with.

Contest posts were run on Banff Lake Louise Tourism, Town of Banff and Roam Public Transit’s Facebook and Instagram channels. Each tagged photo earned 5 entries, each comment on the supplied posts earned 1 entry.

Prizes included a weekly pair of Roam super passes and a grand prize package that included a \$1000 Banff Lodging Co gift certificate, a \$300 Banff Hospitality Collective dining gift certificate and 2 Roam super passes.

This contest saw over 2000 unique entries on Facebook and Instagram and more than 600 additional entries through influencers. Learnings showed that most people used Instagram and very few people took pictures of the buses, choosing to comment instead.

- Equicharge is currently working to complete Roam’s first Electrification Planning Study, which will assist in guiding the organization in it’s future planning for continued electrification of vehicles and facilities. In addition to this electrification study, two other analyses are being completed to further assist in our planning:
 - As part of the hydrogen project that admin has been involved in, a study is being completed by HTEC that will consider all zero emission possibilities including electric and hydrogen
 - Fortis is financing a study for electrification that is being completed by CUTRIC (Canadian Urban Transit Research and Innovation Consortium)

Bow Valley *Regional* Transit Services Commission



BRING FORWARD LIST

BRING FORWARD LIST OF ITEMS PENDING (as September 2022)

ITEM	Date Initiated	Pending Date	Responsible for Completion	Comments:
BVRTSC22-011 Tanya Foubert moves 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.	March 2022	October 2022	Admin (Fiona Gagnon)	Moved from summer 2022 to fall 2022
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

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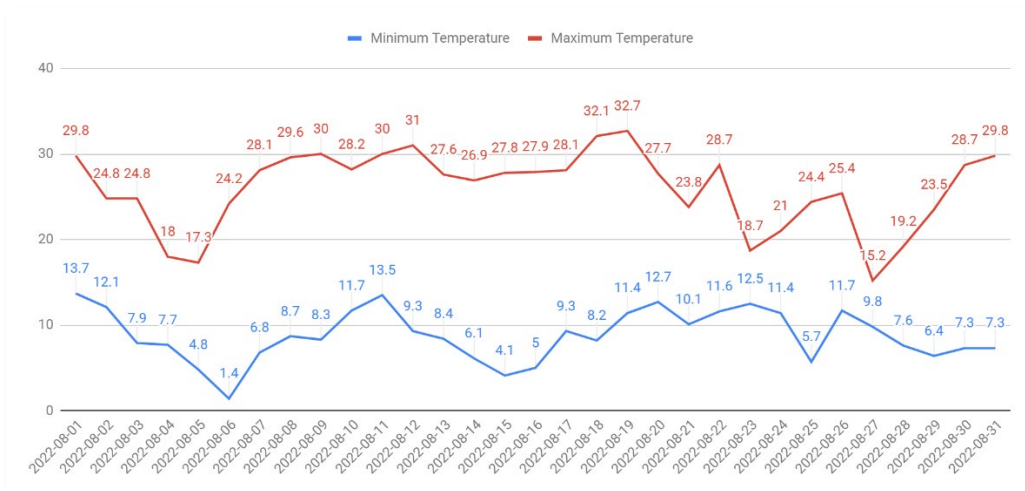
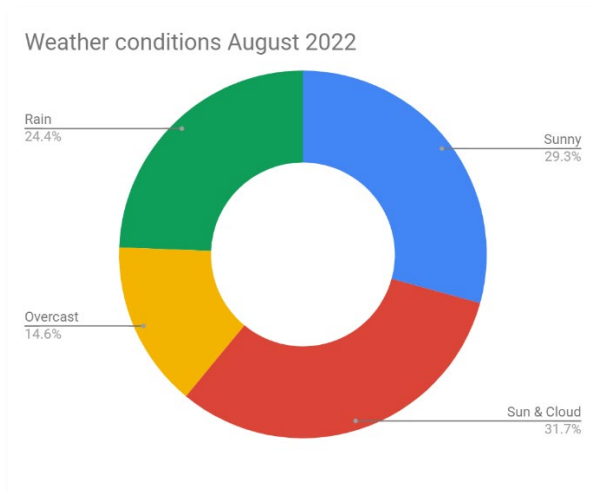


Month	Type	Banff Local	Canmore Local	Canmore - Banff Regional	Lake Louise - Banff Regional
August 2022	Bikes	526	680	1156	113
	Strollers	339	120	54	18
	Winter Sports	13	2	3	8

August 2022

Route	Monthly Ridership Change 2021 to 2022	Comments
Route 1	+116.2%	August 2021 to August 2022 (Pandemic)
Route 2	+96.3%	August 2021 to August 2022 (Pandemic)
Route 3	+53.7%	August 2021 to August 2022 (Pandemic)
Route 4	+62.1%	August 2021 to August 2022 (Pandemic)
Route 5	+104.6%	August 2021 to August 2022 (Pandemic)
Route 6	+127%	August 2021 to August 2022 (Pandemic)
Route 8X	+43.9%	August 2021 to August 2022 (Pandemic)
Route 9	+40.9%	August 2021 to August 2022 (Pandemic)

Weather for August 2022



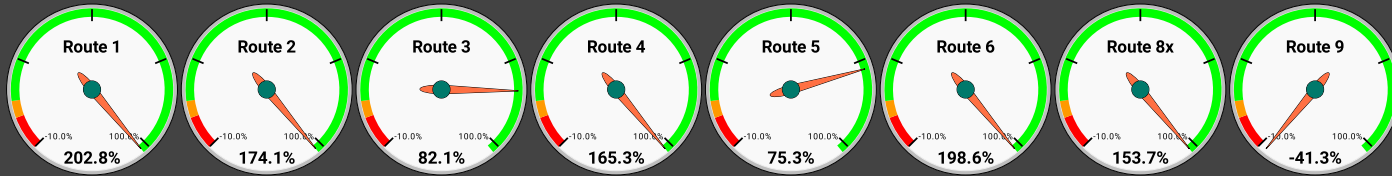
	Route 1 (Inns of Banff/ Gondola)						Route 2 (Tunnel Mtn / Banff Springs Hotel)						Route 3 (Canmore-Banff Regional)						Banff Local Combined Totals (Routes 1, 2, 4)					
Month	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change
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%
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	20,192	257.8%	14,618	4,106	5,507	5,507	12,028	118.4%	50,183	5,348	12,352	12,352	41,110	232.82%
May	48,522	2,856	5,901	5,901	37,572	536.7%	32,526	3,386	5,008	5,008	27,452	448.2%	16,925	6,279	6,850	6,850	15,148	121.1%	82,195	6,242	10,969	11,528	66,177	474.05%
June	66,195	7,508	13,551	13,551	65,375	382.4%	47,222	4,137	11,196	11,196	50,118	347.6%	18,924	5,552	9,321	9,321	19,058	104.5%	117,419	11,706	25,282	28,139	120,191	327.13%
July	80,651	13,296	31,554	31,554	100,148	217.4%	61,895	13,110	31,179	31,179	67,979	118.0%	20,422	6,973	12,330	12,330	22,015	78.5%	149,250	26,952	65,486	71,853	175,448	144.18%
August	81,196	18,048	43,151	43,151	93,303	116.2%	63,073	16,072	34,735	34,735	68,183	96.3%	20,105	8,331	12,610	12,610	19,382	53.7%	151,601	35,139	81,324	89,720	167,058	86.20%
September	59,934	11,450	28,975	6,242	9,459	51.5%	45,951	9,328	22,068	5,009	7,518	50.1%	16,379	7,335	11,365	2,099	2,435	16.0%	109,031	21,104	52,752	11,714	17,464	49.09%
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	0.00%
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	0.00%
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	0.00%
YTD	539,609	156,731	200,072	126,907	384,236	202.8%	422,326	145,251	171,120	111,110	304,520	174.1%	198,004	101,486	109,517	67,948	123,721	82.1%	984,266	303,934	379,687	263,445	707,987	168.7%

	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	11,365	54.4%							2,926	1,088	1,146	1,146	4,153	262.39%	76,871	13,106	26,365	26,365	68,656	160.4%						
May	10,769	3,322	6,760	6,760	13,066	93.3%	1,147	0	60	60	1,153	1821.7%	5,634	1,585	1,516	1,516	8,437	456.53%	120,779	21,344	27,604	27,507	106,794	288.2%	1,271				1,755	
June	12,852	3,619	8,250	8,250	16,015	94.1%	4,002	61	535	535	4,698	778.1%	15,224	1,446	3,454	3,454	18,115	424.46%	180,155	36,221	54,438	54,438	190,769	250.4%	3,846	244	930	930	3,840	312.9%
July	14,183	5,726	7,581	7,581	16,715	120.5%	6,704	546	2,753	2,753	7,321	165.9%	24,544	4,150	10,637	10,637	28,200	165.11%	232,511	69,553	107,890	107,890	271,789	151.9%	4,847	1,565	2,607	2,607	7,626	192.5%
August	13,675	6,447	8,345	8,345	17,070	104.6%	7,332	1,019	3,438	3,438	5,572	62.1%	24,743	7,462	15,688	15,688	22,575	43.90%	237,528	86,727	132,189	132,189	252,148	90.7%	6,282	2,134	3,623	3,623	6,517	79.9%
September	12,348	6,119	8,621	1,611	2,366	46.9%	3,146	326	1,709	463	487	5.2%	15,154	3,961	8,728	2,175	3,373	55.08%	165,538	45,342	88,472	19,223	28,371	47.6%	4,017	981	2,272	852	3,066	259.9%
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	17,860	0	-100.0%						
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	61,461	107,766	75.3%	22,331	1,952	8,495	7,249	19,231	165.3%	115,449	41,321	55,221	38,188	96,901	153.75%	1,527,223	596,179	684,782	467,968	1,115,931	138.46%	20,263	4,924	9,432	8,012	22,804	184.6%

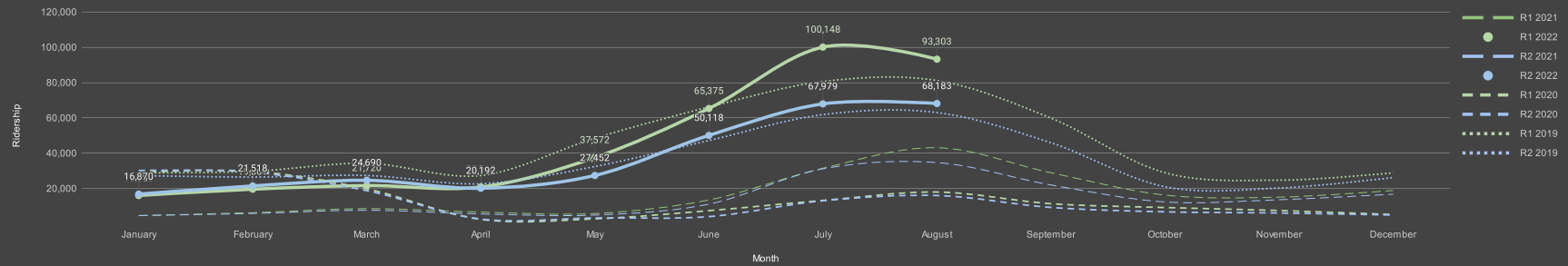
	Route 6 (Minnewanka)					Route 8S (Scenic Lake Louise - Banff Regional)					Route 9 (Johnston Canyon)					Route 10 (Moraine Lake)					
Month	2019	2021	2021 YTD	2022	% Change	2019	2021	2021 YTD	2022	% Change	2019	2021	2021 YTD	2022	% Change	2019	2020	2021	2021 YTD	2022	% Change
January																					
February																					
March																					
April																					
May	3985	559	559	2,783	397.9%		97				853	853	1,183	38.69%							
June	9966	2857	2,857	12,662	343.2%	795	862	862		-100.0%	1,129	4,412	4,412	4,728	7.16%						
July	11801	6367	6,367	20,639	224.2%	3,521	1,313	1,313	2,183	66.3%	3,943	4,176	4,176	6,589	57.78%						
August	12802	8396	8,396	19,063	127.0%	4,058	2,000	2,000	1,640	-18.0%	4,262	3,826	3,826	5,360	40.09%						
September	4184	3303	1,005	2,127	111.6%	303	757	303	0	-100.0%	1,659	1,448	316	606	91.77%	1,380	2,463	1,498	0	0	0.0%
October												419	17,860		-100.00%	1,053	955	973		0	0.0%
November																					
December																					
YTD	42,738	21,482	19,184	57,274	198.6%	8,677	5,029	4,478	3,823	-14.6%	10,993	15,134	31,443	18,466	-41.27%	2,433	3,418	2,471	0	0	-14.6%

19,738

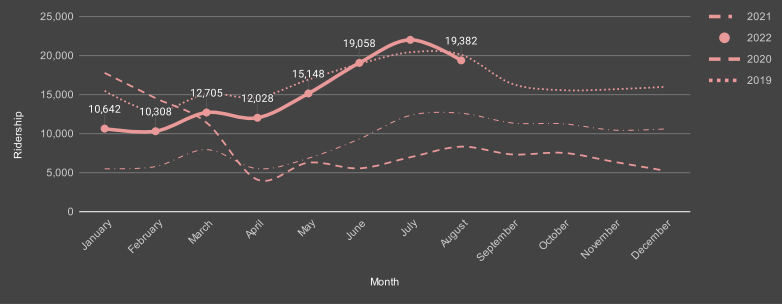
Year to Date % Ridership Change - Comparing 2021 to 2022



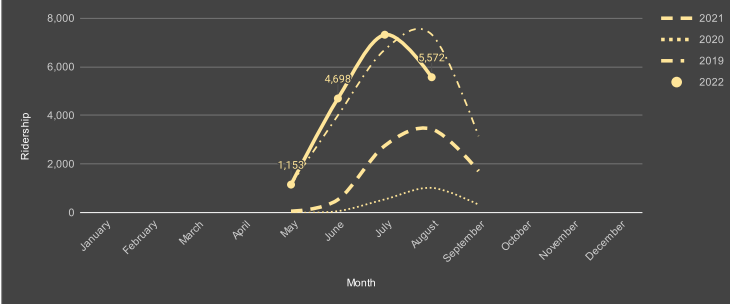
Banff Local (Routes 1 and 2) Ridership Comparison

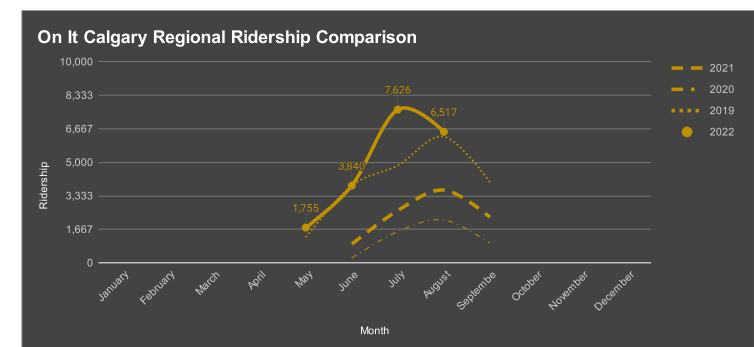
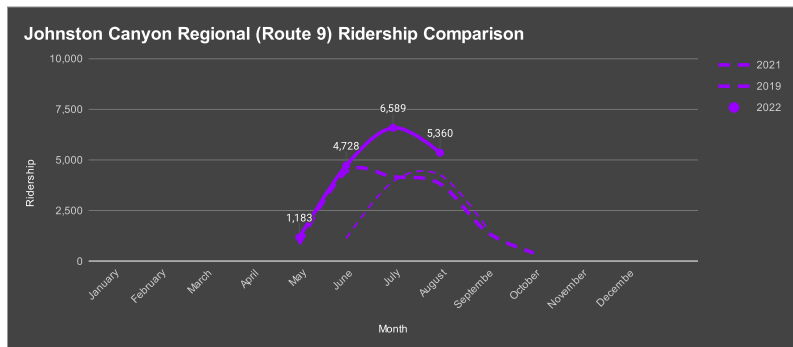
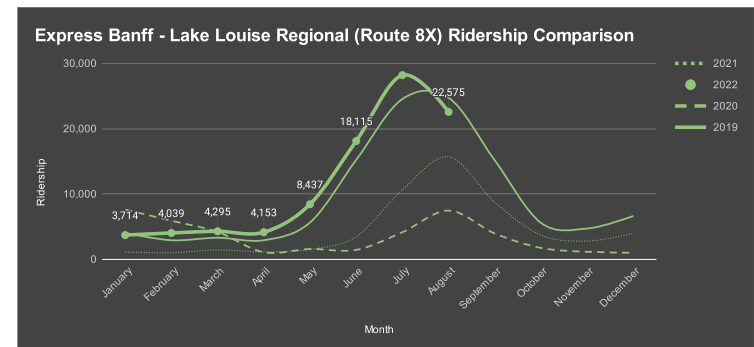
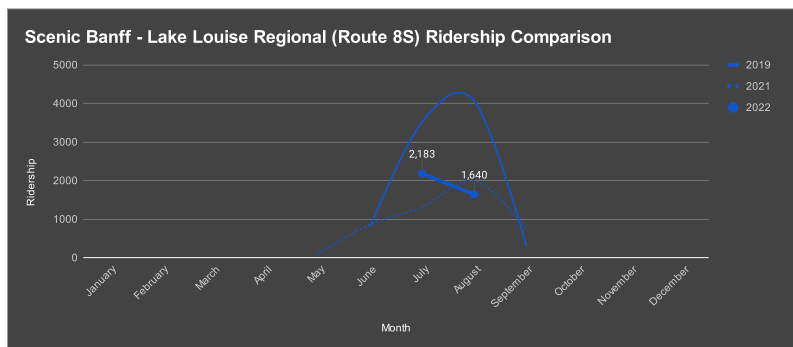
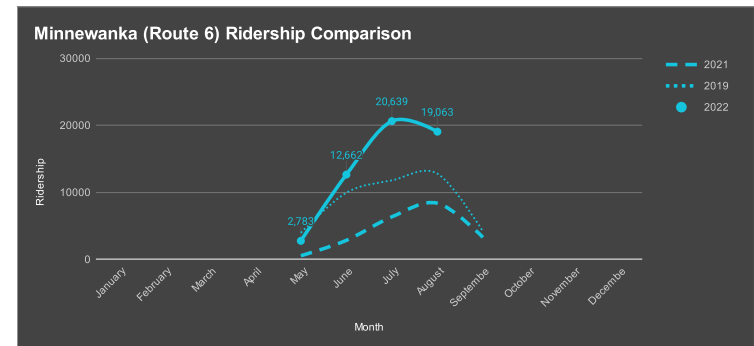
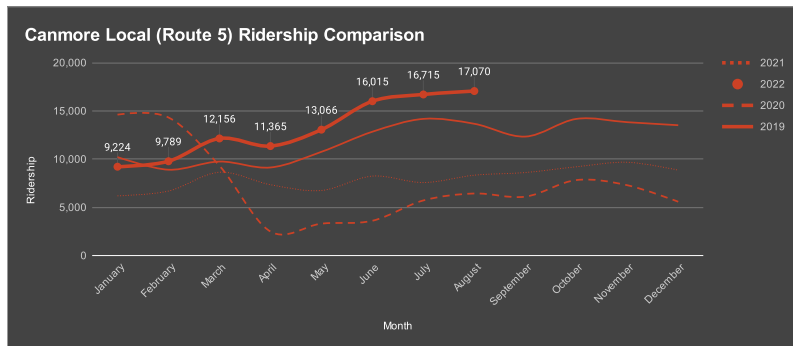


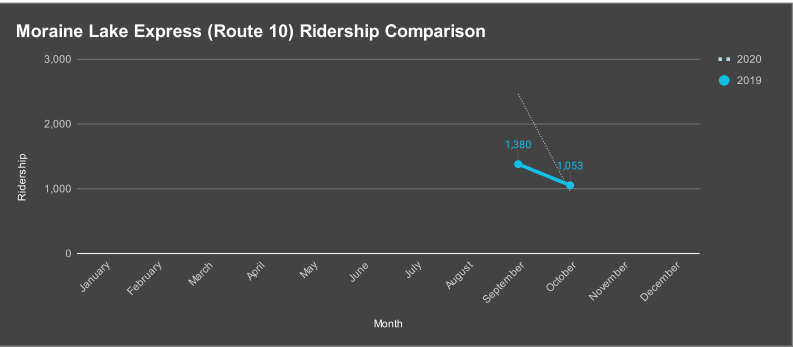
Canmore - Banff Regional (Route 3) Ridership Comparison



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- 2024 Proposed Operating Budget

2022 – 2031 Proposed Capital Plan

Proposed motions:

... moves to approve the proposed 2022-2024 Operating Budget as presented

...moves to approve the proposed 2022-2031 Capital Plan as presented

Operating budget updates - since draft budgeted accepted at August board meeting
Summary of Requisitions - 2023-2025

	<i>Draft budget</i>			<i>Proposed budget - Amended</i>			<i>Difference</i>		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Banff									
Operating	\$ 1,839,920	\$ 1,877,692	\$ 1,934,984	\$ 1,908,055	\$ 1,947,872	\$ 2,007,267	\$ 68,135	\$ 70,179	\$ 72,283
Capital	\$ 623,300	\$ 621,500	\$ 648,000	\$ 626,500	\$ 621,500	\$ 659,800	\$ 3,200	\$ -	\$ 11,800
	\$ 2,463,220	\$ 2,499,192	\$ 2,582,984	\$ 2,534,555	\$ 2,569,372	\$ 2,667,067	\$ 71,335	\$ 70,179	\$ 84,083
Canmore									
Operating	\$ 1,481,024	\$ 1,536,344	\$ 1,583,010	\$ 1,485,870	\$ 1,541,336	\$ 1,588,150	\$ 4,846	\$ 4,992	\$ 5,140
Capital	\$ 292,600	\$ 283,200	\$ 287,200	\$ 295,800	\$ 283,200	\$ 299,000	\$ 3,200	\$ -	\$ 11,800
	\$ 1,773,624	\$ 1,819,544	\$ 1,870,210	\$ 1,781,670	\$ 1,824,536	\$ 1,887,150	\$ 8,046	\$ 4,992	\$ 16,940
ID #9									
Operating	\$ 641,213	\$ 701,354	\$ 719,976	\$ 694,103	\$ 755,830	\$ 776,085	\$ 52,890	\$ 54,476	\$ 56,108
Capital	\$ 74,869	\$ 62,314	\$ 62,966	\$ 78,069	\$ 62,314	\$ 74,766	\$ 3,200	\$ -	\$ 11,800
	\$ 716,083	\$ 763,668	\$ 782,943	\$ 772,173	\$ 818,144	\$ 850,851	\$ 56,090	\$ 54,476	\$ 67,908
Parks Canada*									
Operating	\$ 1,550,854	\$ 1,642,674	\$ 1,686,204	\$ 1,663,008	\$ 1,758,193	\$ 1,805,186	\$ 112,154	\$ 115,519	\$ 118,982
	\$ 1,550,854	\$ 1,642,674	\$ 1,686,204	\$ 1,663,008	\$ 1,758,193	\$ 1,805,186	\$ 112,154	\$ 115,519	\$ 118,982
Total difference							\$ 238,025	\$ 245,166	\$ 252,513
Amendments:									
NSLR							\$ 277,500	\$ 285,825	\$ 294,392
Rt 5 fuel							-\$ 39,475	-\$ 40,659	-\$ 41,879
							\$ 238,025	\$ 245,166	\$ 252,513

Notes:

Operating -NSLR included for Transit Support and Training Officers and Transit Planning/Data Analyst position

Operating - change to Rt 5 fuel due to Canmore paying directly for electricity for new electric bus

Capital - new computer/IT included for 3 new positions above. Also replacement contriubtions for the 2 new electric spare buses included from 2025 onwards.

NSLR for Route 3 extra service will be added if approved at Banff and Canmore Council meetings.

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

All Routes

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 50.16	\$ 47.36	\$ 46.60	\$ 54.74	\$ 56.93	\$ 58.64
Gross Cost per Service Hour	\$ 157.43	\$ 146.01	\$ 143.05	\$ 158.81	\$ 168.36	\$ 172.47
Direct Operating Cost per Service Hour	\$ 120.55	\$ 112.86	\$ 111.35	\$ 124.10	\$ 128.14	\$ 131.99
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 27.61	\$ 24.60	\$ 23.80	\$ 26.26	\$ 31.52	\$ 31.52
Net Cost per Service Hour (CUTA)	\$ 79.66	\$ 74.06	\$ 72.65	\$ 77.81	\$ 79.91	\$ 82.31
% Cost Recovery (CUTA)	39%	39%	39%	41%	42%	42%
Kilometers - will be done for Oct meeting	596,978	1,910,869	1,959,328			
Gross cost per KM	\$ 6.26	\$ 4.48	\$ 4.72			
Ridership	563,630	1,441,125	1,562,901	2,194,066	2,216,007	2,238,167
Service Hours	23,735	58,579	64,705	66,484	66,484	66,484
Ridership per Service Hour	24	25	24	33	33	34

Route 1 - Banff Local Sulphur Mountain

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 54.59	\$ 46.66	\$ 46.85	\$ 47.46	\$ 49.81	\$ 51.30
Gross Cost per Service Hour	\$ 147.16	\$ 135.11	\$ 133.09	\$ 140.23	\$ 150.88	\$ 154.54
Direct Operating Cost per Service Hour	\$ 105.18	\$ 102.54	\$ 104.56	\$ 109.13	\$ 112.43	\$ 115.83
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 32.72	\$ 24.02	\$ 20.63	\$ 22.65	\$ 29.75	\$ 29.75
Net Cost per Service Hour (CUTA)	\$ 59.85	\$ 64.43	\$ 65.61	\$ 70.12	\$ 71.32	\$ 73.49
% Cost Recovery (CUTA)	48%	42%	42%	40%	41%	41%
Kilometers	57,295	182,376	182,376			
Gross cost per KM	\$ 10.87	\$ 8.57	\$ 9.66			
Ridership	181,326	539,609	539,609	799,131	807,122	815,194
Service Hours	4,231	11,569	13,237	14,098	14,098	14,098
Ridership per Service Hour	43	47	41	57	57	58

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 2 - Banff Local Tunnel Mountain

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 41.05	\$ 42.05	\$ 42.39	\$ 50.15	\$ 52.87	\$ 54.46
Gross Cost per Service Hour	\$ 155.74	\$ 138.64	\$ 135.78	\$ 141.56	\$ 153.29	\$ 156.92
Direct Operating Cost per Service Hour	\$ 109.58	\$ 102.99	\$ 105.01	\$ 107.89	\$ 111.20	\$ 114.56
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 36.90	\$ 27.10	\$ 22.87	\$ 25.21	\$ 33.39	\$ 33.39
Net Cost per Service Hour (CUTA)	\$ 77.79	\$ 69.49	\$ 70.52	\$ 66.20	\$ 67.03	\$ 69.07
% Cost Recovery (CUTA)	35%	38%	38%	43%	44%	44%
Kilometers	46,206	222,866	222,866			
Gross cost per KM	\$ 12.60	\$ 6.35	\$ 7.24			
Ridership	160,840	422,325	422,325	641,366	647,780	654,257
Service Hours	3,737	10,209	11,877	12,222	12,222	12,222
Ridership per Service Hour	43	41	36	52	53	54

Route 3 - Canmore / Banff Regional

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 70.58	\$ 78.60	\$ 79.10	\$ 87.23	\$ 89.84	\$ 92.54
Gross Cost per Service Hour	\$ 141.92	\$ 129.90	\$ 128.68	\$ 138.30	\$ 143.63	\$ 147.58
Direct Operating Cost per Service Hour	\$ 117.77	\$ 108.04	\$ 106.65	\$ 117.14	\$ 122.22	\$ 125.91
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 14.88	\$ 13.30	\$ 14.13	\$ 12.71	\$ 12.71	\$ 12.71
Net Cost per Service Hour (CUTA)	\$ 56.46	\$ 38.00	\$ 35.45	\$ 38.36	\$ 41.08	\$ 42.34
% Cost Recovery (CUTA)	56%	67%	69%	69%	69%	69%
Kilometers	171,269	511,360	540,301			
Gross cost per KM	\$ 4.38	\$ 2.98	\$ 2.96			
Ridership	79,889	221,604	231,504	325,304	328,557	331,843
Service Hours	5,289	11,750	12,415	13,514	13,514	13,514
Ridership per Service Hour	15	19	19	24	24	25

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 4 - Cave & Basin

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 7.42	\$ 13.02	\$ 13.28	\$ 11.65	\$ 12.00	\$ 12.36
Gross Cost per Service Hour	\$ 147.44	\$ 170.29	\$ 172.52	\$ 218.31	\$ 223.87	\$ 229.59
Direct Operating Cost per Service Hour	\$ 115.25	\$ 136.78	\$ 139.52	\$ 180.77	\$ 186.08	\$ 191.54
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 22.92	\$ 24.95	\$ 25.10	\$ 29.09	\$ 29.09	\$ 29.09
Net Cost per Service Hour (CUTA)	\$ 117.10	\$ 132.32	\$ 134.14	\$ 177.57	\$ 182.77	\$ 188.14
% Cost Recovery (CUTA)	6%	9%	9%	6%	6%	6%
Kilometers	4,313	10,618	10,618			
Gross cost per KM	\$ 14.37	\$ 16.30	\$ 16.52			
Ridership	5,851	21,959	21,959	24,543	24,788	25,036
Service Hours	420	1,017	1,017	1,159	1,159	1,159
Ridership per Service Hour	14	22	22	21	21	22

Route 5 - Canmore Local

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 0.34	\$ 1.23	\$ 1.22	\$ 1.07	\$ 1.11	\$ 1.14
Gross Cost per Service Hour	\$ 136.05	\$ 126.29	\$ 130.83	\$ 127.66	\$ 131.00	\$ 134.45
Direct Operating Cost per Service Hour	\$ 110.35	\$ 101.08	\$ 103.13	\$ 101.97	\$ 105.07	\$ 108.25
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 16.44	\$ 16.66	\$ 19.80	\$ 17.23	\$ 17.23	\$ 17.23
Net Cost per Service Hour (CUTA)	\$ 119.27	\$ 108.40	\$ 109.82	\$ 109.35	\$ 112.66	\$ 116.08
% Cost Recovery (CUTA) - N/A						
Kilometers	96,108	209,034	209,034			
Gross cost per KM	\$ 6.76	\$ 5.61	\$ 6.00			
Ridership	71,615	143,415	143,415	185,852	187,711	189,588
Service Hours	4,775	9,290	9,589	10,867	10,867	10,867
Ridership per Service Hour	15	15	15	17	17	17

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 6 - Lake Minnewanka

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 8.16	\$ 17.08	\$ 17.42	\$ 17.42	\$ 18.29	\$ 18.84
Gross Cost per Service Hour	\$ 191.66	\$ 187.00	\$ 207.25	\$ 263.56	\$ 287.13	\$ 292.92
Direct Operating Cost per Service Hour	\$ 138.91	\$ 139.25	\$ 142.04	\$ 181.43	\$ 186.79	\$ 192.32
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 43.49	\$ 39.19	\$ 57.31	\$ 73.67	\$ 91.64	\$ 91.64
Net Cost per Service Hour (CUTA)	\$ 140.02	\$ 130.73	\$ 132.52	\$ 172.47	\$ 177.21	\$ 182.44
% Cost Recovery (CUTA)	6%	12%	12%	9%	9%	9%
Kilometers	27,723	84,492	84,492			
Gross cost per KM	\$ 6.52	\$ 6.16	\$ 6.83			
Ridership	15,445	42,738	42,738	42,499	42,924	43,353
Service Hours	943	2,783	2,783	2,783	2,783	2,783
Ridership per Service Hour	16	15	15	15	15	16

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 8 - Lake Louise / Banff Regional - Winter

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 73.45	\$ 52.77	\$ 53.82	\$ 89.10	\$ 93.55	\$ 96.36
Gross Cost per Service Hour	\$ 146.92	\$ 134.40	\$ 136.22	\$ 150.64	\$ 154.65	\$ 158.79
Direct Operating Cost per Service Hour	\$ 127.90	\$ 116.12	\$ 118.45	\$ 125.42	\$ 129.18	\$ 133.06
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 9.75	\$ 9.72	\$ 9.87	\$ 16.77	\$ 16.77	\$ 16.77
Net Cost per Service Hour (CUTA)	\$ 63.72	\$ 71.91	\$ 72.52	\$ 44.77	\$ 44.33	\$ 45.66
% Cost Recovery (CUTA)	54%	42%	43%	67%	68%	68%
Kilometers	91,795	292,186	292,186			
Gross cost per KM	\$ 3.70	\$ 1.85	\$ 1.88			
Ridership	20,334	32,107	32,107	53,566	54,102	54,643
Service Hours	2,310	4,026	4,026	4,026	4,026	4,026
Ridership per Service Hour	9	8	8	13	13	14

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

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	#DIV/0!	\$ 65.85	\$ 67.17	\$ 67.17	\$ 69.18	\$ 71.26
Gross Cost per Service Hour	#DIV/0!	\$ 224.88	\$ 227.47	\$ 295.47	\$ 323.05	\$ 329.63
Direct Operating Cost per Service Hour	#DIV/0!	\$ 154.68	\$ 157.77	\$ 208.69	\$ 214.83	\$ 221.14
Overhead per Service Hour	#DIV/0!	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	#DIV/0!	\$ 61.65	\$ 61.80	\$ 78.33	\$ 99.52	\$ 99.52
Net Cost per Service Hour (CUTA)	#DIV/0!	\$ 97.38	\$ 98.51	\$ 149.98	\$ 154.35	\$ 158.85
% Cost Recovery (CUTA)	#DIV/0!	40%	41%	31%	31%	31%
Kilometers	-	45,876	45,876			
Gross cost per KM	#DIV/0!	\$ 5.78	\$ 5.85			
Ridership	0	8,757	8,757	10,918	11,027	11,137
Service Hours	0	1,180	1,180	1,180	1,180	1,180
Ridership per Service Hour	#DIV/0!	7	7	9	9	9

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

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

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 138.41	\$ 85.29	\$ 86.99	\$ 108.94	\$ 112.20	\$ 115.57
Gross Cost per Service Hour	\$ 217.25	\$ 208.91	\$ 211.36	\$ 248.64	\$ 264.89	\$ 270.79
Direct Operating Cost per Service Hour	\$ 153.85	\$ 147.51	\$ 150.46	\$ 188.07	\$ 193.55	\$ 199.18
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 54.14	\$ 52.84	\$ 52.99	\$ 52.12	\$ 62.64	\$ 62.64
Net Cost per Service Hour (CUTA)	\$ 24.70	\$ 70.78	\$ 71.37	\$ 87.59	\$ 90.04	\$ 92.57
% Cost Recovery (CUTA)	85%	55%	55%	55%	55%	56%
Kilometers	78,242	275,710	275,710			
Gross cost per KM	\$ 4.41	\$ 3.28	\$ 3.32			
Ridership	22,419	88,544	88,544	88,544	89,429	90,324
Service Hours	1,589	4,326	4,326	4,749	4,749	4,749
Ridership per Service Hour	14	20	20	19	19	19

Route 9 - Johnston Canyon

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 66.25	\$ 100.29	\$ 102.30	\$ 82.23	\$ 84.70	\$ 87.24
Gross Cost per Service Hour	\$ 251.39	\$ 227.85	\$ 229.96	\$ 265.30	\$ 288.69	\$ 294.78
Direct Operating Cost per Service Hour	\$ 180.11	\$ 156.12	\$ 158.73	\$ 192.11	\$ 197.77	\$ 203.59
Overhead per Service Hour	\$ 9.26	\$ 8.55	\$ 7.90	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour	\$ 62.02	\$ 63.18	\$ 63.33	\$ 64.74	\$ 82.23	\$ 82.23
Net Cost per Service Hour (CUTA)	\$ 123.12	\$ 64.38	\$ 64.33	\$ 118.33	\$ 121.77	\$ 125.32
% Cost Recovery (CUTA)	35%	61%	61%	41%	41%	41%
Kilometers	24,027	41,969	41,969			
Gross cost per KM	\$ 4.61	\$ 6.24	\$ 6.30			
Ridership	5,911	11,107	11,107	18,169	18,351	18,534
Service Hours	441	1,150	1,150	1,430	1,430	1,430
Ridership per Service Hour	13	10	10	13	13	13

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 10 - Moraine Lake

KPI	2022	2022	2023	2023	2024	2025
			Previously			
	YTD		Approved	Proposed	Proposed	Proposed
	Jan - June	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour		\$ 57.75	\$ 58.90	\$ 70.12	\$ 73.63	\$ 75.83
Gross Cost per Service Hour			\$ -	\$ 204.13	\$ 208.78	\$ 213.58
Direct Operating Cost per Service Hour			\$ -	\$ 151.20	\$ 155.61	\$ 160.14
Overhead per Service Hour			\$ -	\$ 8.45	\$ 8.70	\$ 8.96
Lease/Amortization per Service Hour			\$ -	\$ 44.47	\$ 44.47	\$ 44.47
Net Cost per Service Hour (CUTA)			\$ -	\$ 89.54	\$ 90.68	\$ 93.27
% Cost Recovery (CUTA)			0%	47%	47%	44%
Kilometers	-	26,515	26,515			
Gross cost per KM		\$ 2.92	\$ 2.96			
Ridership	0	4,174	4,216	4,174	4,216	4,258
Service Hours	0	544	544	457	457	457
Ridership per Service Hour		8	8	9	9	9

2023 to 2025

Town of Banff:

	2022	2023	2024
	Budget	Previously Approved Budget	
Banff Local - Route 1	\$ 622,004	\$ 739,013	\$ 706,727
Banff Local - Route 2	\$ 593,630	\$ 714,671	\$ 685,110
CB Regional (1/2)	\$ 172,972	\$ 171,012	\$ 174,433
Administrative (1/3)	\$ 188,239	\$ 146,629	\$ 149,447
	\$ 1,576,845	\$ 1,771,325	\$ 1,715,718

Town of Canmore

	2022	2023	2024
	Budget	Previously Approved Budget	
Canmore Local - Route 5	\$ 927,575	\$ 977,287	\$ 996,834
CB Regional (1/2)	\$ 172,972	\$ 171,012	\$ 174,433
Administrative (1/3)	\$ 188,239	\$ 146,629	\$ 149,447
	\$ 1,288,786	\$ 1,294,928	\$ 1,320,714

Improvement District No. 9

	2022	2023	2024
	Budget	Previously Approved Budget	
Administrative (1/3)	\$ 188,239	\$ 146,629	\$ 149,447
LLB Regional - Winter	\$ 255,061	\$ 260,162	\$ 265,365
LLB Regional - Rt 8S	\$ 76,967	\$ 77,186	\$ 77,407
LLB Regional - Rt 8X	\$ 215,409	\$ 215,812	\$ 216,220
JCB Regional - Rt 9	\$ 59,214	\$ 58,987	\$ 59,011
LLB Regional Reserve *	-\$ 48,551	-\$ 43,759	-\$ 38,896
Adjustment for over \$300K maximum for LL summer routes **			
	\$ 746,338	\$ 715,018	\$ 728,554

** ID#9 contribution is greater than \$300K for LL routes - however they still pay for the 8X 10pm departure seperately, so this calculation is only implemented when LL summer routes are > \$330,000

* Amortization is higher than maintenace replacement reserve resulting in reserve adjustment to ID#9 to bring contribution down to 40%

Parks Canada

	2022	2023	2024
	Budget	Previously Approved Budget	
Banff Local - Route 1	\$ 23,177	\$ 23,641	\$ 24,114
Banff Local - Route 2	\$ 27,235	\$ 27,780	\$ 28,335
Cave & Basin - Rt 4	\$ 150,258	\$ 152,775	\$ 155,341
Lake Minnewanka - Rt 6	\$ 446,611	\$ 503,412	\$ 510,343
LLB Regional - Rt 8S	\$ 99,508	\$ 101,385	\$ 103,303
LLB Regional - Rt 8X	\$ 278,494	\$ 283,474	\$ 288,557
JCB Regional - Rt 9	\$ 76,556	\$ 77,482	\$ 78,754
Adjustment for over \$300K maximum for LL summer routes **	\$ -	\$ -	\$ -
Moraine Lake - Rt 10	\$ 40,921	\$ 41,539	\$ 42,169
	\$ 1,142,761	\$ 1,211,487	\$ 1,230,916

2023	2024	2025
	Proposed	
\$ 843,346	\$ 855,408	\$ 881,455
\$ 675,319	\$ 680,883	\$ 701,693
\$ 202,114	\$ 218,763	\$ 225,517
\$ 187,277	\$ 192,818	\$ 198,602
\$ 1,908,055	\$ 1,947,872	\$ 2,007,267
2023	2024	2025
	Proposed	
\$ 1,096,479	\$ 1,129,755	\$ 1,164,031
\$ 202,114	\$ 218,763	\$ 225,517
\$ 187,277	\$ 192,818	\$ 198,602
\$ 1,485,870	\$ 1,541,336	\$ 1,588,150
2023	2024	2025
	Proposed	
\$ 187,277	\$ 192,818	\$ 198,602
\$ 146,227	\$ 143,440	\$ 147,743
\$ 117,629	\$ 142,890	\$ 144,230
\$ 282,100	\$ 337,161	\$ 339,820
\$ 113,153	\$ 137,869	\$ 139,100
-\$ 103,210	-\$ 198,347	-\$ 193,410

-\$ 49,073	-\$ 58,055	-\$ 67,278
\$ 694,103	\$ 755,830	\$ 776,085

% Change	% Change	\$ Change	\$ Change
23-23	24-24	23-23	24-24
14.1%	21.0%	\$ 104,333	\$ 148,681
-5.5%	-0.6%	\$ (39,353)	\$ (4,227)
18.2%	25.4%	\$ 31,102	\$ 44,330
27.7%	29.0%	\$ 40,648	\$ 43,371
7.7%	13.5%	\$ 136,730	\$ 232,154

% Change	% Change	\$ Change	\$ Change
23-23	24-24	23-23	24-24
12.2%	13.3%	\$ 119,191	\$ 132,922
18.2%	25.4%	\$ 31,102	\$ 44,330
27.7%	29.0%	\$ 40,648	\$ 43,371
14.7%	16.7%	\$ 190,941	\$ 220,622

% Change	% Change	\$ Change	\$ Change
23-23	24-24	23-23	24-24
27.7%	29.0%	\$ 40,648	\$ 43,371
-43.8%	-45.9%	\$ (113,935)	\$ (121,925)
52.4%	84.6%	\$ 40,443	\$ 65,483
30.7%	55.9%	\$ 66,288	\$ 120,941
91.8%	133.6%	\$ 54,166	\$ 78,858
		\$ (59,451)	\$ (159,451)

-2.9%	3.7%	\$ (20,915)	\$ 27,276
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2023	2024	2025
	Proposed	
\$ 24,823	\$ 26,064	\$ 26,846
\$ 29,169	\$ 30,627	\$ 31,546
\$ 228,826	\$ 234,569	\$ 240,484
\$ 659,573	\$ 722,072	\$ 735,917
\$ 140,937	\$ 145,535	\$ 149,196
\$ 337,997	\$ 343,402	\$ 351,521
\$ 135,574	\$ 140,422	\$ 143,889
\$ 49,073	\$ 58,055	\$ 67,278
\$ 57,036	\$ 57,446	\$ 58,509
\$ 1,663,008	\$ 1,758,193	\$ 1,805,186

% Change	% Change	\$ Change	\$ Change
23-23	24-24	23-23	24-24
5.0%	8.1%	\$ 1,182	\$ 1,950
5.0%	8.1%	\$ 1,389	\$ 2,292
49.8%	51.0%	\$ 76,052	\$ 79,228
31.0%	41.5%	\$ 156,161	\$ 211,729
39.0%	40.9%	\$ 39,552	\$ 42,232
19.2%	19.0%	\$ 54,523	\$ 54,845
75.0%	78.3%	\$ 58,092	\$ 61,668
		\$ 49,073	
37.3%	36.2%	\$ 15,496	\$ 15,277
37.3%	42.8%	\$ 451,520	\$ 527,277

Bow Valley Regional Transit Services Commission

2023-2025 PROPOSED Operating Budget

ALL ROUTES				
	2023 Proposed Budget	2024 Proposed Budget	2025 Proposed Budget	
INCOME				
Advertising & Marketing Revenue				
4200 Advertising & Marketing	\$ 56,244	\$ 57,931	\$ 59,670	
4201 Print Fees Revenue	\$ -	\$ -	\$ -	
Total Advertising & Marketing Revenue	\$ 56,244	\$ 57,931	\$ 59,670	
Grant Revenue				
4900 Grant Income	\$ -	\$ -	\$ -	
Total Grant Revenue	\$ -	\$ -	\$ -	
Interest Revenue				
4810 Interest Income	\$ 20,000	\$ 21,000	\$ 21,630	
Total Interest Revenue	\$ 20,000	\$ 21,000	\$ 21,630	
Other Income				
4700 Charter Sales	\$ 2,122	\$ 2,185	\$ 2,250	
4750 Route Detour Fee	\$ 424	\$ 437	\$ 450	
4820 Foreign Exchange Rev/Exp	\$ -	\$ -	\$ -	
4830 Warranty Income	\$ -	\$ -	\$ -	
4840 Other Revenue	\$ -	\$ -	\$ -	
Total Other Income	\$ 2,546	\$ 2,622	\$ 2,700	
Partner Programs				
4300 Partner Program Revenue	\$ 519,674	\$ 535,664	\$ 551,734	
Total Partner Programs	\$ 519,674	\$ 535,664	\$ 551,734	
Total Pass Sales	\$ 3,063,326	\$ 3,191,664	\$ 3,287,415	
TOTAL INCOME BEFORE REQUISITIONS	\$ 3,661,790	\$ 3,808,882	\$ 3,923,149	
Recoveries - Operating (non-members)				
4500 Recoveries - Operating (non-memb)	\$ 1,663,008	\$ 1,758,193	\$ 1,805,186	
Total Recoveries - Operating (non-members)	\$ 1,663,008	\$ 1,758,193	\$ 1,805,186	
Total Requisitions - Capital	\$ -	\$ -	\$ -	
Requisitions - Operating				
4420-1 Operating Requisition - TOB	\$ 1,908,055	\$ 1,947,872	\$ 2,007,267	
4420-2 Operating Requisition - TOC	\$ 1,485,870	\$ 1,541,336	\$ 1,588,150	
4420-5 Operating Requisition - ID9	\$ 797,313	\$ 896,122	\$ 902,217	
Total Requisitions - Operating	\$ 4,191,238	\$ 4,385,330	\$ 4,497,634	
TOTAL INCOME	\$ 9,516,036	\$ 9,952,405	\$ 10,225,969	
EXPENSES				
Advertising & Marketing Expenses				
5226 Drivers recruitment	\$ -	\$ -	\$ -	
5616 Recruitment Costs - Admin	\$ -	\$ -	\$ -	

Bow Valley Regional Transit Services Commission

2023-2025 PROPOSED Operating Budget

ALL ROUTES

	2023 Proposed Budget	2024 Proposed Budget	2025 Proposed Budget
5700 Advertising and Marketing	\$ 178,672	\$ 184,032	\$ 189,554
5715 Commission	\$ 3,001	\$ 3,091	\$ 3,184
Total Advertising & Marketing Expenses	\$ 181,673	\$ 187,123	\$ 192,738
Contracted Services / Professional Fees			
5200 Operating Contracts	\$ 13,329	\$ 13,729	\$ 14,141
5364 Brinks service fees	\$ 11,811	\$ 12,165	\$ 12,531
5611 Accounting Fees	\$ 11,383	\$ 11,725	\$ 12,076
5612 Payroll service fee	\$ 6,395	\$ 6,587	\$ 6,784
5615 Legal Fees	\$ 5,658	\$ 5,828	\$ 6,004
5623 Security Fee	\$ 19,972	\$ 20,571	\$ 21,189
5624 IT Support	\$ 11,970	\$ 12,329	\$ 12,699
5629 Contract Work	\$ 41,310	\$ 42,549	\$ 43,826
Total Contracted Services / Professional Fees	\$ 121,828	\$ 125,483	\$ 129,250
Fuel Expense			
5270 Fuel	\$ 857,318	\$ 883,038	\$ 909,529
Utilities - electric bus charging	\$ 69,845	\$ 71,940	\$ 74,099
Total Fuel Expense	\$ 927,163	\$ 954,978	\$ 983,628
General Operating Expenses			
5351 Office Supplies	\$ 13,490	\$ 13,895	\$ 14,312
5352 Bank Service Charges	\$ 32,714	\$ 33,695	\$ 34,709
5353 Janitorial Supplies & Services	\$ 1,975	\$ 2,035	\$ 2,095
5354 Postage and Office Delivery	\$ 2,934	\$ 3,022	\$ 3,113
5357 Cell Phone	\$ 26,511	\$ 27,307	\$ 28,125
5358 Office Phone	\$ 12,091	\$ 12,454	\$ 12,827
5359 Board meeting expense	\$ 1,408	\$ 1,450	\$ 1,493
5626 Office Rent	\$ 51,563	\$ 53,110	\$ 54,704
5627 Copier	\$ 5,484	\$ 5,648	\$ 5,816
5630 Utilities	\$ 43,968	\$ 45,287	\$ 46,646
Total General Operating Expenses	\$ 192,138	\$ 197,902	\$ 203,840
Infrastructure Maintenance			
5430 Parks Canada Land Rent	\$ 704	\$ 13,678	\$ 14,088
5632 Infrastructure Maintenance Expense	\$ 61,649	\$ 71,333	\$ 73,472
Total Infrastructure Maintenance	\$ 62,353	\$ 85,011	\$ 87,560
Insurance Expense			
5310 General Liability Insurance	\$ 10,457	\$ 10,771	\$ 11,094
5320 Fleet insurance	\$ 163,300	\$ 168,635	\$ 173,693
Total Insurance Expense	\$ 173,757	\$ 179,406	\$ 184,787
Software Fees & Licences			
5362 Software and License Fees	\$ 122,134	\$ 125,798	\$ 129,571
5617 Website	\$ 13,635	\$ 14,044	\$ 14,466

Bow Valley Regional Transit Services Commission

2023-2025 PROPOSED Operating Budget

ALL ROUTES

	2023 Proposed Budget	2024 Proposed Budget	2025 Proposed Budget
5620 Smart Farebox Software	\$ -	\$ -	\$ -
5622 Bus Prediction Software	\$ 46,135	\$ 47,533	\$ 48,960
Total Software Fees & Licences	\$ 181,904	\$ 187,375	\$ 192,997
Human resources, Training, Travel & Meals			
Staff accomodation	\$ 20,511	\$ 21,126	\$ 21,759
HR - recruitment	\$ 48,964	\$ 50,433	\$ 51,946
HR - retention staffing costs	\$ 14,686	\$ 15,127	\$ 15,582
Hr - staffing costs	\$ 31,965	\$ 32,924	\$ 33,913
5171 Conference Fees	\$ 7,960	\$ 8,199	\$ 8,445
5172 Meals	\$ 9,331	\$ 9,611	\$ 9,899
5173 Training	\$ 10,000	\$ 10,300	\$ 10,609
5180 Travel Expense	\$ 5,722	\$ 5,894	\$ 6,071
5181 Mileage	\$ 7,897	\$ 8,134	\$ 8,376
5227 Driver Training	\$ 5,316	\$ 5,476	\$ 5,638
5356 Memberships	\$ 5,209	\$ 5,365	\$ 5,526
5619 Business Hosting Expenses	\$ 1,706	\$ 1,758	\$ 1,810
Total Training, Travel & Meals	\$ 169,268	\$ 174,346	\$ 179,574
Vehicle Expenses			
5225 Drivers uniforms	\$ -	\$ -	\$ -
5228 Driver recognition	\$ -	\$ -	\$ -
5250 Parts	\$ 540,612	\$ 556,830	\$ 573,535
5255 Vehicle Supplies	\$ 83,183	\$ 85,678	\$ 88,248
5260 Maintenance Labour	\$ 837,837	\$ 863,092	\$ 888,985
5420 Bus Storage	\$ 216,086	\$ 222,603	\$ 229,282
5628 Bus wrap repair	\$ 10,370	\$ 10,681	\$ 11,001
Total Vehicle Expenses	\$ 1,688,088	\$ 1,738,885	\$ 1,791,051
Total Wages & Benefits - Administrative	\$ 662,743	\$ 682,625	\$ 703,104
Total Wages & Benefits - Cleaners	\$ 273,442	\$ 281,645	\$ 290,094
Total Wages & Benefits - Customer Support	\$ 330,651	\$ 340,571	\$ 350,786
Wages & Benefits - Drivers			
5221 Drivers Wages	\$ 2,853,271	\$ 2,938,869	\$ 3,027,036
5223 Drivers Wages - Training	\$ 458,572	\$ 472,329	\$ 486,498
Total Wages & Benefits - Drivers	\$ 3,311,843	\$ 3,411,198	\$ 3,513,534
Total Wages & Benefits - Operations	\$ 555,712	\$ 572,383	\$ 589,553
TOTAL OPERATING EXPENSES	\$ 8,832,563	\$ 9,118,932	\$ 9,392,496
SURPLUS / DEFICIENCY PRIOR TO AMORTIZATION (equal to Parks contriubtion towards amortization)	\$ 683,473	\$ 833,473	\$ 833,473
Amortization Expense			
5900 Amortization Exp	\$ 1,745,577	\$ 2,095,577	\$ 2,095,577
NET INCOME	-\$ 1,062,104	-\$ 1,262,104	-\$ 1,262,104

Bow Valley Regional Transit Services Commission

2023-2032 Proposed Capital Budget

2023-2032 Capital Budget Summary

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Banff											
Opening Deferred Capital Contribution Balance	\$ 1,677,767	\$ 2,215,982	\$ 2,779,025	\$ 2,879,894	\$ 3,462,944	\$ 2,877,231	\$ 3,085,614	\$ 2,149,717	\$ 2,580,096	\$ 2,744,746	\$ 3,093,952
Anticipated Grant Funding	-	2,000,000	-	-	971,600	-	-	-	-	-	-
Municipal Contribution to New Assets	-	1,000,000	-	-	-	-	-	-	-	-	-
Banff Capital Requisition											
Banff Local Capital Replacement	537,200	514,500	524,800	550,100	558,300	566,700	575,200	583,800	592,500	595,200	550,700
Canmore / Banff Regional Capital Replacement	62,600	63,600	64,500	65,500	66,400	67,400	68,400	69,500	70,500	71,500	72,600
Commission Capital Replacement	46,300	48,400	32,200	44,200	44,700	45,200	45,600	46,100	46,600	47,100	47,600
Total Banff Capital Requisition	646,100	626,500	621,500	659,800	669,400	679,300	689,200	699,400	709,600	713,800	670,900
Capital Projects											
Banff New Capital Assets	-	(3,000,000)	-	-	-	-	-	-	-	-	-
Banff Local Capital Replacement	(32,841)	(24,162)	(71,527)	(1,000)	(2,126,419)	(401,823)	(1,607,931)	(252,631)	(186,478)	(307,676)	(1,000)
Canmore / Banff Regional Capital Replacement	(51,711)	(5,886)	(11,434)	(36,570)	(84,987)	(44,235)	(500)	(6,390)	(348,471)	(46,918)	(500)
Commission Capital Replacement	(23,333)	(33,409)	(437,669)	(39,180)	(15,307)	(24,859)	(16,667)	(10,000)	(10,000)	(10,000)	(10,000)
Total Capital Projects	(107,885)	(3,063,457)	(520,631)	(76,750)	(2,226,713)	(470,917)	(1,625,097)	(269,021)	(544,949)	(364,594)	(11,500)
Closing Deferred Capital Contribution Balance	\$ 2,215,982	\$ 2,779,025	\$ 2,879,894	\$ 3,462,944	\$ 2,877,231	\$ 3,085,614	\$ 2,149,717	\$ 2,580,096	\$ 2,744,746	\$ 3,093,952	\$ 3,753,352
Canmore											
Opening Deferred Capital Contribution Balance	\$ 1,007,022	\$ 937,317	\$ 1,139,730	\$ 744,843	\$ 909,896	\$ 998,053	\$ 1,094,904	\$ 1,291,867	\$ 1,575,440	\$ 1,536,969	\$ 1,713,079
Anticipated Grant Funding	666,667	-	-	-	-	-	522,243	-	269,014	-	-
Municipal Contribution to New Assets	333,333	-	-	-	-	-	522,243	-	269,014	-	-
Canmore Capital Requisition											
Canmore Local Capital Replacement	115,300	183,800	186,500	189,300	192,100	195,000	197,900	200,900	203,900	206,900	210,000
Canmore / Banff Regional Capital Replacement	62,600	63,600	64,500	65,500	66,400	67,400	68,400	69,500	70,500	71,500	72,600
Commission Capital Replacement	46,300	48,400	32,200	44,200	44,700	45,200	45,600	46,100	46,600	47,100	47,600
Total Canmore Capital Requisition	224,200	295,800	283,200	299,000	303,200	307,600	311,900	316,500	321,000	325,500	330,200
Capital Projects											
Canmore Project Capital Expenditures	(30,000)	(10,000)	-	(35,000)	(30,000)	(20,000)	-	-	-	-	-
Canmore Operating Capital Expenditures	(1,188,861)	(44,091)	(228,983)	(23,197)	(84,749)	(121,656)	(1,142,256)	(16,538)	(539,028)	(92,471)	(1,000)
Canmore / Banff Regional Capital Replacement	(51,711)	(5,886)	(11,434)	(36,570)	(84,987)	(44,235)	(500)	(6,390)	(348,471)	(46,918)	(500)
Commission Capital Replacement	(23,333)	(33,409)	(437,669)	(39,180)	(15,307)	(24,859)	(16,667)	(10,000)	(10,000)	(10,000)	(10,000)
Total Capital Projects	(1,293,905)	(93,387)	(678,087)	(133,947)	(215,043)	(210,750)	(1,159,423)	(32,928)	(897,499)	(149,390)	(11,500)
Closing Deferred Capital Contribution Balance	\$ 937,317	\$ 1,139,730	\$ 744,843	\$ 909,896	\$ 998,053	\$ 1,094,904	\$ 1,291,867	\$ 1,575,440	\$ 1,536,969	\$ 1,713,079	\$ 2,031,779

Bow Valley Regional Transit Services Commission

2023-2032 Proposed Capital Budget

	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
ID#9											
Opening Deferred Capital Contribution Balance	\$ 904,360	\$ 1,260,321	\$ 1,629,222	\$ 989,970	\$ 1,265,506	\$ 1,664,976	\$ 2,060,944	\$ 1,251,871	\$ 1,562,718	\$ 1,667,152	\$ 1,998,772
Anticipated Grant Funding	-	-	-	-	-	-	-	-	-	-	-
Parks Canada Capital Contribution		-	-	-	-	-	-	-	-	-	-
Maintenance & Replacement Contributions	319,449	324,241	329,104	334,041	339,051	344,137	349,299	354,539	359,857	365,255	370,734
ID#9 Capital Contribution	-	-	-	-	-	-	-	-	-	-	-
ID#9 Capital Requisition											
Lake Louise / Banff Regional Capital Replacement	29,231	29,669	30,114	30,566	31,025	31,490	31,962	32,442	32,928	33,422	33,924
Commission Capital Replacement	46,300	48,400	32,200	44,200	44,700	45,200	45,600	46,100	46,600	47,100	47,600
Total ID#9 Capital Requisition	75,531	78,069	62,314	74,766	75,725	76,690	77,562	78,542	79,528	80,522	81,524
Capital Projects											
LLB Regional Capital Expenditures	(15,685)	-	(593,002)	(94,091)	-	-	(1,219,268)	(112,233)	(324,951)	(104,157)	-
Commission Capital Replacement	(23,333)	(33,409)	(437,669)	(39,180)	(15,307)	(24,859)	(16,667)	(10,000)	(10,000)	(10,000)	(10,000)
Total Capital Projects	(39,019)	(33,409)	(1,030,671)	(133,271)	(15,307)	(24,859)	(1,235,935)	(122,233)	(334,951)	(114,157)	(10,000)
Closing Deferred Capital Contribution Balance	\$ 1,260,321	\$ 1,629,222	\$ 989,970	\$ 1,265,506	\$ 1,664,976	\$ 2,060,944	\$ 1,251,871	\$ 1,562,718	\$ 1,667,152	\$ 1,998,772	\$ 2,441,029

ALL PARTNERS											
Opening Deferred Capital Contribution Balance	\$ 3,589,149	\$ 4,413,620	\$ 5,547,977	\$ 4,614,708	\$ 5,638,346	\$ 5,540,260	\$ 6,241,462	\$ 4,693,455	\$ 5,718,254	\$ 5,948,868	\$ 6,805,803
Anticipated Grant Funding	666,667	2,000,000	-	-	971,600	-	522,243	-	269,014	-	-
Proposed Annual Contributions	1,598,613	2,324,610	1,296,119	1,367,607	1,387,376	1,407,727	1,950,205	1,448,981	1,738,999	1,485,077	1,453,357
Capital Projects	(1,440,809)	(3,190,253)	(2,229,388)	(343,969)	(2,457,062)	(706,525)	(4,020,455)	(424,182)	(1,777,400)	(628,141)	(33,000)
Remaining Unspent End of Year	\$ 4,413,620	\$ 5,547,977	\$ 4,614,708	\$ 5,638,346	\$ 5,540,260	\$ 6,241,462	\$ 4,693,455	\$ 5,718,254	\$ 5,948,868	\$ 6,805,803	\$ 8,226,161

Bow Valley *Regional* Transit Services Commission



Canmore Service Review

Report to the Bow Valley Regional Transit Services Commission

Report 2022-09.01 Canmore Local Transit Service Review

September 8, 2022

SUMMARY/ ISSUE

Canmore local transit service has been in existence for 6 years and has seen several changes and significant ridership growth. Administration at both the BVRTSC and the Town of Canmore believe it is prudent timing to conduct a service review to inform the efficacy of current routes and to plan for the future.

Administration Recommendation:

The Commission directs administration to allocate up to \$35,000 from BVRTSC Canmore operating reserves to fund a Canmore Local Transit Services Review utilizing Dillon Consulting to begin in September 2022

INVESTIGATION

In 2024, Roam will begin a seasonal route to Quarry Lake, Canmore Nordic Centre and Grassi Lakes. Along with this, expansion of local transit will be at the forefront and the integration of services will be critical to future success. Having a service review and expansion study will assist in guiding administration as planning occurs.

Dillon Consulting is very familiar with the Bow Valley, having provided a number of reports and service reviews, including Banff local service review and planning for Lake Louise routes. The BVRTSC has received a quotation and work scope from Dillon that meets our expectations and will provide the data needed for future decision making.

Canmore Administration and Roam Administration are recommending to move forward with this study and utilize funding from the BVRTSC Operating Reserve, which will allow the study to move forward in the current budget year.

PROPOSED:

Accept the quotation from Dillon and authorize them to begin the service review, with a completion date being early in Q1 of 2023

IMPLICATIONS

Funding will be taken from Canmore operating reserves held with the Commission.

OPTIONS

- Utilize BVRTSC internal resources for planning
- Contact other consultants for work scope and quotations

Report to the Bow Valley Regional Transit Services Commission

Report 2022-09.01 Canmore Local Transit Service Review

September 8, 2022

BRAND IMPACT

Positive impact to Brand through informing future decision making

RISKS

Financial risk associated with the expenditure

ATTACHMENTS