

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

**111 Hawk Avenue and Zoom**

**AGENDA**

**November 8<sup>th</sup>, 2023      2:00-4:00pm**

1. Call to Order
2. Approval of the Agenda
3. **In-Camera Session (Financial)**
4. Minutes
  - Approval of the October 18<sup>th</sup>, 2023 Regular Meeting Minutes (attached)
  - Approval of the October 18<sup>th</sup>, 2023 Annual Organizational Meeting Minutes (attached)
5. Old Business (including Standing Items)
  - a) Bring Forward List of Pending Items (For Information)
  - b) CEO's Monthly Report (For Information)
  - c) Transit Service Monthly Statistics (For Information)
6. New Business
  - a) Appointment of Chair and Vice Chair of the BVRTSC for 2022 (Request for Decision)
  - b) Presentation of Q3 Results (For Information Only)
  - c) Reserves Policy (Request for Decision)
  - d) Commuter Report (Request for Decision)
  - e) Board Orientation (For Information Only)
7. Adjournment

Next Regular Meeting – December TBA Due to TOB Conflict

To be held at: 111 Hawk Avenue, Banff and Zoom

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

**111 Hawk Avenue and Zoom**

**Minutes**

**October 18<sup>th</sup>, 2023 2:00-4:00pm**

**BOARD MEMBERS PRESENT**

Joanna McCallum, Town of Canmore – Chair  
Tanya Foubert, Town of Canmore  
Dave Schebek, ID9  
Corrie DiManno, Town of Banff (Virtual)  
Grant Canning, Town of Banff (Virtual)  
Alex Parkinson, ID9

**BOARD MEMBERS ABSENT**

**BVRTSC ADMINISTRATION PRESENT**

Martin Bean, CEO  
Mel Booth, Director of Finance and Administration  
Steve Nelson, Director of Service Delivery  
Marek Cerny, Data Analyst/Transit Planner

**ADMINISTRATION PRESENT**

Adrian Field, Town of Banff (Virtual)  
Daniella Rubeling, Parks Canada  
Patti Youngberg, Parks Canada (Virtual)  
Andy Esarte, Town of Canmore (Virtual)

**PUBLIC PRESENT**

Don Beaulieu -Sunshine Village  
Greg Colgan – Rocky Mountain Outlook (Virtual)

1. Call to Order - Joanna McCallum calls the meeting to order at 2:03pm
2. Approval of the Agenda

Joanna McCallum requests to adjust agenda, moving 5F forward to be presented immediately following 5B.

**BVRTSC23-069** Joanna McCallum moves to approve the agenda as amended.

**CARRIED UNANIMOUSLY**

**3. Minutes**

- Approval of the September 6<sup>th</sup>, 2023 Regular Meeting Minutes (attached)

**BVRTSC23-070 Tanya** Foubert moves to accept the minutes as presented.

**CARRIED UNANIMOUSLY**

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

- a) Bring Forward List of Pending Items (For Information)

“Commuter Report (**BVRTSC 23-062**)” not listed in the agenda will be prepared by administration and available for Nov 8<sup>th</sup> meeting.

- b) CEO’s Monthly Report (For Information)

- c) Transit Service Monthly Statistics (For Information)

**5. New Business**

- a) Wellness Proposal Report (For Information Only)

- b) Presentation of Reserves Report (Request for Decision)

Tanya Foubert suggested a consideration for a name change, making the account more reflective of what it’s used for.

**BVRTSC23-071** Alex Parkinson moves that the Board direct administration to move forward with a reserves policy consistent with the guidelines recommended in this report, to be presented for final approval at the November 2023 meeting.

**CARRIED UNANIMOUSLY**

**BVRTSC23-072** Dave Schebek moves that the Board direct administration to move forward with a ‘Deferred capital contribution’ reserves analysis to ensure member contributions are sufficient for future asset purchases and replacements. Administration will bring a report back to the new board prior to the end of Q1, 2024.

**CARRIED UNANIMOUSLY**

- c) Presentation of Proposed Operating and Capital Budgets (Request for Decision)

**BVRTSC23-073** Corrie DiManno moves to accept the draft 2024– 2026 BVRTSC Operating Budget as presented.

**CARRIED UNANIMOUSLY**

**BVRTSC23-074** Joanna McCallum moves to accept the draft 2024 – 2033 BVRTSC Capital Budget as presented.

**CARRIED UNANIMOUSLY**

- d) Report on Bicycles on Roam (For Information Only)

- e) Overload Report (For Information Only)

- f) Fare Review 2023 (For Information Only)

- g) In Camera Session – (CEO Review)

**BVRTSC23-075** Joanna McCallum moves to go In Camera at 3:39 PM

**CARRIED UNANIMOUSLY**

**BVRTSC23-076** Alex Parkinson moves to come Out of Camera at 3:45 PM

**CARRIED UNANIMOUSLY**

## 6. Adjournment

**BVRTSC23-077** Joanna McCallum moves to adjourn the meeting at 3:46

**CARRIED UNANIMOUSLY**

Next Regular Meeting – Wednesday November 8<sup>th</sup>, 2023 - to be held at: 111 Hawk Avenue, Banff and on Zoom



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

**111 Hawk Avenue and Zoom**

**MINUTES**

**October 18<sup>th</sup>, 2023 – Approximately 3:30pm (Immediately Following Regular Meeting)**

**BOARD MEMBERS PRESENT**

Joanna McCallum, Town of Canmore – Chair  
Tanya Foubert, Town of Canmore  
Dave Schebek, ID9 (Virtual)  
Corrie DiManno, Town of Banff  
Alex Parkinson, ID9

**BOARD MEMBERS ABSENT**

Grant Canning, Town of Banff

**BVRTSC ADMINISTRATION PRESENT**

Martin Bean, CEO  
Mel Booth, Director of Finance and Administration  
Steve Nelson, Director of Service Delivery  
Marek Cerny, Data Analyst

**ADMINISTRATION PRESENT**

Adrian Field, Town of Banff (Virtual)  
Daniella Rubeling, Parks Canada  
Andy Esarte, Town of Canmore (Virtual)

**PUBLIC PRESENT**

Greg Colgan – Rocky Mountain Outlook (Virtual)

**1. Call to Order**

Joanna McCallum calls the meeting to order at 3:47

**2. Approval of the Agenda**

**BVRSTC23-078** Dave Schebek moves to approve the Agenda

**CARRIED UNANIMOUSLY**

3. Motion to adopt the Proposed 2024 Operating & Capital Budgets (*see October 18<sup>th</sup>, 2023 Regular Meeting Package*)

**BVRTSC23-079** Alex Parkinson moves to adopt the 2024-2026 Operating and the 2024-2033 Capital Budgets as approved in the October 18<sup>th</sup>, 2023 Regular Commission meeting.

**CARRIED UNANIMOUSLY**

4. Ratification of 2021-2024 Updated Strategic Plan

**BVRTSC23-080** Tanya Foubert moves to ratify the 2021 to 2024 BVRTSC Strategic Plan as presented, with a progress update to be provided to the new Board at the January 2024 Commission meeting.

**CARRIED UNANIMOUSLY**

5. Appointment of Avail Chartered Accountants for Audit of 2023 Financials

**BVRTSC23-081** Corrie DiManno moves to accept Avail Chartered Accountants as the Chartered Accountants for the BVRTSC 2023 financial audit.

**CARRIED UNANIMOUSLY**

6. Setting Dates and Location of Meetings until the 2024 AOM

**BVRTSC23-082** Dave Schebek moves that, until the end of October 2024, the Commission will continue with regular meetings on the 2<sup>nd</sup> Wednesday of each month at 2pm at 111 Hawk Avenue, with a Zoom option to be available.

**CARRIED UNANIMOUSLY**

**7. Strategic Plan Items:**

- Gov 4 “As a standard item on AGM agenda, offer to review wording and content of Operating Bylaw”
- Gov 5 ““As a standard item on AGM agenda, offer to conduct Commission Board self-assessment, reviewing Board effectiveness and planning for improvement”

**BVRTSC23-083** Tanya Foubert moves that Commission review their bylaws in 2024 as well as conduct a Commission board self-assessment in 2024.

**CARRIED UNANIMOUSLY**

**8. Adjournment**

**BVRTSC23-084** Joanna McCallum moves to adjourn at 4:00

**CARRIED UNANIMOUSLY**

## CEO REPORT



November 2023

## Financial:

- Roam currently has 2 active RFP's and 1 closed RFP:
  - Electric bus RFP – Extended until November 21<sup>st</sup> at the request of bidders
  - Low Floor Accessible Highway Coach RFP – Extended until November 21<sup>st</sup> at the request of bidders
  - Arrival Prediction System – closed and awarded to Consat Canada Inc., a Canadian subsidiary of a Swedish company that has been in business since the early 1980s. The Canadian office has been in existence since 2008 and works with several companies in Ontario and Quebec, as well as having a new and growing relationship with BC Transit.

## Transit Service Updates:

- TripSpark, Roam's farebox provider, has recently informed us that they will no longer be updating the back-end software that is used to create our ridership reports. This change will not affect Roam operations at this time; however, it is something to be aware of as future solutions are researched. See below from TripSpark:

### *What is changing:*

- *We are no longer releasing new versions of the EZAdmin back-office software*
- *There will no longer be custom development of the EZFare suite*
- *The cost of additional Fareboxes is going down (quite significantly)*
- *We will no longer be offering new solutions such as mobile ticketing or our EZWeb portal*

### *What is staying the same:*

- *TripSpark will continue to provide spare or replacement parts*
- *TripSpark will continue to provide RMA services*
- *TripSpark will continue to provide customer support for the solution*

- The first significant snowfall of winter occurred Monday night, October 23<sup>rd</sup>, and created havoc with Roam schedules. Buses were stuck in both Lake Louise and on Mountain Avenue in Banff, however our drivers and operations team did an amazing job to ensure everyone was safe and the impact to customers was minimal.

- Route 8X has increased service for the winter months as compared to the previous winter; there are now 11 departures each way between Banff and Lake Louise as compared to 7 departures last winter. So far, ridership levels have reflected the increased service and improved convenience. Ridership for the month of October (up to Oct 29) is 15,957 as compared to 7,797 in October of 2022.
- A concern was brought forward by a Roam driver regarding the number of passengers smoking and littering cigarette butts in and around the bus shelter at Lake Louise Lakeshore. Roam administration is working with Parks Canada to have signage installed in the area.
- Seven years ago, on November 1<sup>st</sup> 2016, Canmore Local Transit began operations:



### General/Health and Safety

- Roam's OHS committee is meeting regularly, with involvement from all departments, to ensure compliance and make recommendations for improvements to procedures.



- One of Roam's key team members was recently featured in Mountain Life magazine, with the article being written by Corrie DiManno:



Caz Vary: GEORGI SILKEROOT

## Bus Driver Barbie

With wild, blonde hair usually tucked under a hat or helmet, this charismatic and hardcore Barbie's job is just bus, bike and snowboard. She's as fierce as she is fun-loving and she's equal parts playful and patient.

Originally from Saint-Basile-le-Grand, QC, Caroline "Caz" Vary first went west when she was 20 years old to snowboard in Whistler, British Columbia. Then, she stayed on this side of the country because of mountain biking. And in the last decade she's learned how to drive an ice explorer at the Columbia Icefields, a ski shuttle in Japan, a garbage truck in Canmore and a Roam Public Transit bus throughout the Bow Valley.

"Transportation is my passion," she says, adding it's fulfilling to be a part of someone's day by helping to take them from A to B. In a traditionally male-dominated industry, Caz also talks about having to earn the green light from some of her Ken co-workers early in her career.

"Driving is a bit of a boy's club, I had to prove myself and I did."

But she said this sentiment is changing because of organizations like the Town of Canmore (shout-out to the solid waste operators!) and Roam, where they pride themselves on fostering a diverse workforce and inclusive workplace.

Currently Roam's transit system lead, Caz has been a driving force behind the organization since 2018. Through her role, she teaches new drivers the 'pull cord' ropes and supports them in navigating roadblocks as they get fully up to speed. She is especially encouraging of women becoming drivers: "Women drive differently,

and I love hearing their perspectives on how they drive; they are inquisitive during training too. Women put their own touch on driving."

Caz's own touch to the job is staying calm amidst all of the moving pieces, or rather, pieces stuck in traffic or stranded on the side of the road. (This coming from the kid who attached her Barbie dolls to garbage bags before tossing them off the roof, pretending they were parachuting.) She finds her Zen by focusing on the problem(s) in front of her, finding solutions alongside the team and then going for a ride on the trails after work to decompress.

"I'm an overthinker. My brain doesn't really stop. The only thing that makes me not think about anything is mountain biking."

Caz always says 'yes' to adventures, particularly if it involves a trip to a backcountry hut with friends and fondue. She's a self-proclaimed open book with a spicy personality who cares a lot about her buds.

"It's hard to explain but friends are your family in the mountains, they are your emergency contact. You look at friendships differently, you need to have those 'ride or die' friends here. And I'm really lucky to have mine."

Usually rockin' a pair of Blundstone boots year-round and often with a pair of overalls when it's chilly, Caz recently went through a pink phase: her ski jacket, her sheets and curtains—and even her hair—were rose-coloured.

"Anyone can be a Barbie, you just have to find the right one." ☑

—Corrie DiManno

- The annual CUTA (Canadian Urban Transit Association) conference will be held in Edmonton this year from November 10<sup>th</sup> to November 14<sup>th</sup>. I will be attending on behalf of Roam and meeting with suppliers and bus manufacturers and other transit agencies. Additionally, I will be attending meetings with our Prairies Chapter executive as part of the Chapter's Advocacy Committee.
- Roam will be participating again in the Rotary Festival of Trees at the Malcolm Hotel. Our team has plans to make our tree the best ever, with the goal of winning!
- Roam administration is currently completing an end of season employee survey to help guide decisions to be made for the upcoming year. Additionally, early in the New Year, Elevated HR Solutions will be completing an Employee Effectiveness Survey for the organization. This survey is commissioned by administration every two years.
- Roam's HR Department has commenced setting up a Culture Team – see below:

*"We're excited to get started with a new initiative in the coming weeks and months with the introduction of our Culture Team. The primary goal of this team will be to cultivate a thriving and inclusive workplace culture, focusing on planning engaging employee events and establishing channels for effective communication between employees and management. With a dedicated emphasis on upholding our core values of passion, resourcefulness, kindness, and inclusivity, the Culture Team aims to set the foundation for a collaborative and supportive work environment where every individual's voice is heard and valued. We look forward to witnessing the positive impact of this team's efforts in the months to come"*



# Bow Valley *R*egional Transit Services Commission



## **BRING FORWARD LIST**

### BRING FORWARD LIST OF ITEMS PENDING (as November, 2023)

ITEM	Date Initiated	Pending Date	Responsible for Completion	Comments:
<b>BVRTSC23-062</b> Corrie DiManno moves that fare free transit for Banff residents not be endorsed by the Commission at this time, and that administration investigate alternatives and report back to the Board in October  <p style="text-align: center;"><b>CARRIED UNANIMOUSLY</b></p>	Sept. 6, 2023	Oct. 18, 2023  Move to Nov. 8, 2023	Martin	Being presented at Nov 8 Board meeting
<b>BVRTSC23-055</b> Joanna McCallum moves that the Commission directs Administration to create reserve policies for all reserve accounts for Commission approval at the October 2023 meeting.	August 16 <sup>th</sup> , 2023	November 2023	Melanie	Being presented at Nov 8 Board meeting
<b>BVRTSC23-056</b> Joanna McCallum moves that the Commission directs Administration to create reserve education for Commission members at our October meeting before presenting BVRTSC Reserve policy.	August 16 <sup>th</sup> , 2023	October 2023	Melanie	Complete
<b>BVRTSC23-065</b> Joanna McCallum moves to hire a consultant to conduct a study based on ridership and projected growth to map out the network-wide fleet associated operational and infrastructure requirements for the next 10 years, as well as the anticipated associated budget, to be funded through capital reserves to a maximum of \$50,000 to be brought back by Q3 2024.  <p style="text-align: center;"><b>CARRIED UNANIMOUSLY</b></p>	Oct, 18 <sup>th</sup> 2023	Q3 2024	Martin/Steve	

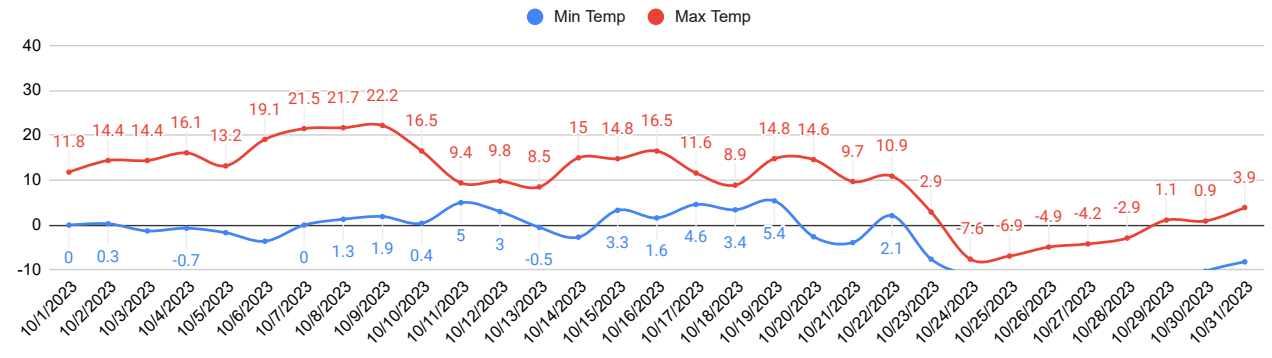
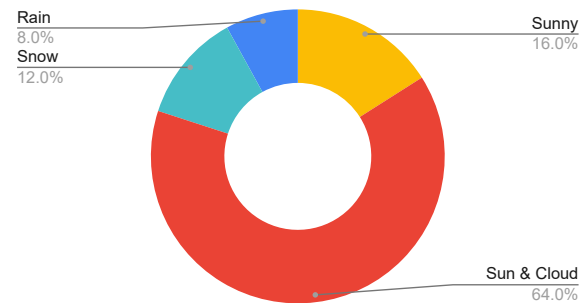
## Bow Valley Regional Transit Services Commission Ridership Statistics



Month	Type	Banff Local	Canmore Local	Canmore-Banff Regional	Lake Louise - Banff Regional
October 2023	Ridership	97,124	26,233	24,144	16,312
	Bikes	217	598	660	36
	Winter Sports	20	42	28	7
	Strollers	190	110	50	13

Route	Monthly Ridership Change 2022 - 2023	Comment
Route 1	35.89%	Change from October 2022 to October 2023
Route 2	38.65%	Change from October 2022 to October 2023
Route 3	37.14%	Change from October 2022 to October 2023
Route 4		Change from October 2022 to October 2023
Route 5	56.13%	Change from October 2022 to October 2023
Route 6	70.75%	Change from October 2022 to October 2023
Route 8X	102.36%	Change from October 2022 to October 2023
Route 9	88.07%	Change from October 2022 to October 2023

## Weather Conditions October 2023



11/1/2023

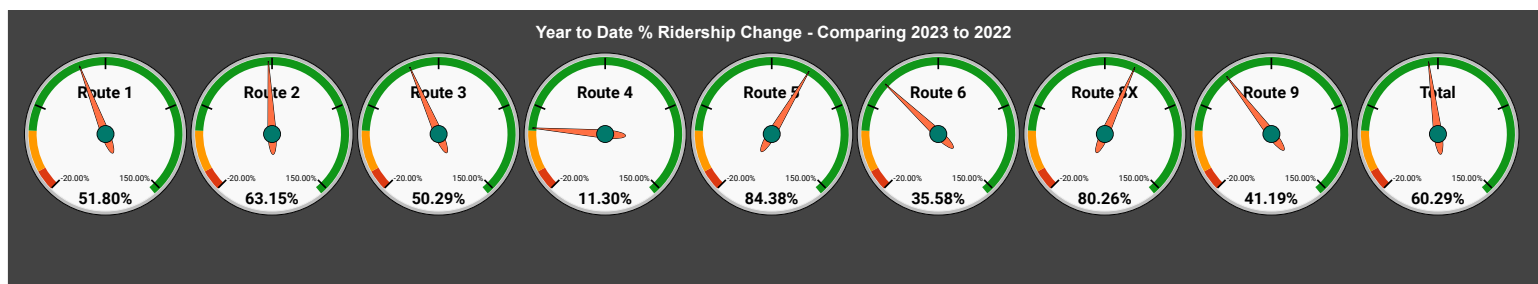
Route 1 (Inns of Banff/ Gondola)										Route 2 (Tunnel Mtn / Banff Springs Hotel)										Route 4 Cave & Basin										Banff Local (Route 1, 2 & 4)					
Month	R1 2019	R1 2021	R1 2022	R1 2022 YTD	R1 2023 YTD	% Change -22	% Change -19	R2 2019	R2 2021	R2 2022	R2 2022 YTD	R2 2023 YTD	% Change -22	% Change -19	R4 2019	R4 2021	R4 2022	R4 2022 YTD	R4 2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19							
January	28,912	4,761	16,080		16,080	40.11%	149.46%	38.74%	27,358	4,703	16,870		16,870	49,550	193.72%	81.12%							56,270	9,464	32,950	32,950	89,663	172.12%	59.34%						
February	29,757	6,370	19,661		19,661	40.287	104.91%	35.39%	26,543	5,903	21,518		21,518	46,804	117.51%	76.33%							56,300	12,273	41,179	41,179	87,091	111.49%	54.69%						
March	34,329	8,668	21,722		21,722	47,437	118.38%	38.18%	27,413	7,734	24,785		24,785	52,940	113.60%	93.12%							61,742	16,402	46,507	46,507	100,377	115.83%	62.57%						
April	27,420	6,709	20,918		20,918	40,604	94.11%	48.08%	22,763	5,643	20,192		20,192	44,315	119.47%	94.68%							50,183	12,352	41,110	41,110	84,919	106.57%	69.22%						
May	48,522	5,901	37,615		37,615	66,888	77.82%	37.85%	32,526	5,008	27,452		27,452	55,186	101.03%	69.67%	1,147	60	1,153	1,153	1,841	59.67%	60.51%	82,195	10,969	66,220	66,220	123,915	87.13%	50.76%					
June	66,195	13,551	65,375		65,375	101,852	55.80%	53.87%	47,222	11,196	50,118		50,118	75,248	50.14%	59.35%	4,002	535	4,698	4,698	6,554	39.51%	63.77%	117,419	25,282	120,191	120,191	183,654	52.80%	56.41%					
July	80,651	31,554	100,148		100,148	123,986	23.80%	53.73%	61,895	31,179	67,979		67,979	91,943	35.25%	48.55%	6,704	2,753	7,321	7,321	7,458	1.87%	11.25%	149,250	65,486	175,448	175,448	223,387	27.32%	49.67%					
August	81,196	43,151	93,303		93,303	120,227	28.86%	48.07%	63,073	34,735	68,183		68,183	90,250	32.36%	43.09%	7,332	3,438	6,392	6,392	7,011	9.68%	-4.38%	151,601	81,324	167,878	167,878	217,488	29.55%	43.46%					
September	59,934	28,975	61,567		61,567	87,082	41.44%	45.30%	45,951	22,068	53,950		53,950	74,550	38.18%	62.24%	3,146	1,709	4,842	4,842	4,741	-2.09%	50.70%	109,031	52,752	120,359	120,359	166,373	38.23%	52.59%					
October	28,982	16,333	37,893		37,893	51,493	35.89%	77.67%	21,044	12,439	32,911		32,911	45,631	38.65%	116.84%			396	396			50,026	28,772	71,200	71,200	97,124	36.41%	94.15%						
November	24,776	15,151	30,751			0.00%		20,300	13,693	36,146			0.00%						396				45,076	28,844	66,897	0	0	0.00%							
December	28,935	18,948	45,460			0.00%		26,238	16,819	50,744			0.00%										55,173	35,767	96,204	0	0	0.00%							
YTD	539,609	200,072	550,493	550,493	719,969	51.80%	48.44%	422,326	171,120	470,848	470,848	583,958	626,417	63.15%	67.02%	22,331	8,495	24,802	24,802	27,605	11.30%	26.69%	984,266	379,687	1,046,143	1,046,143	1,373,991	55.60%	55.81%						

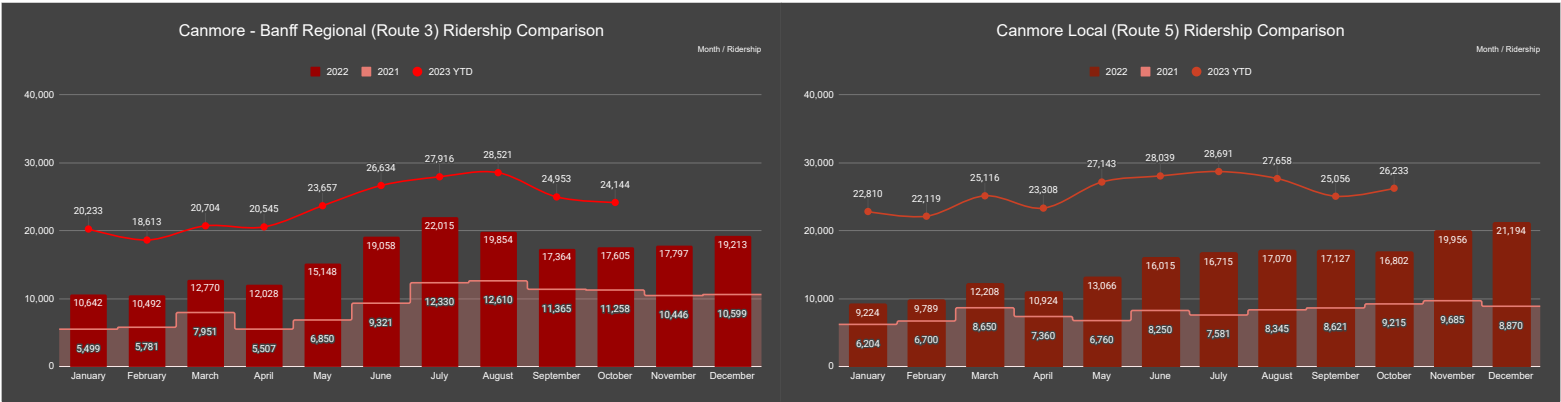
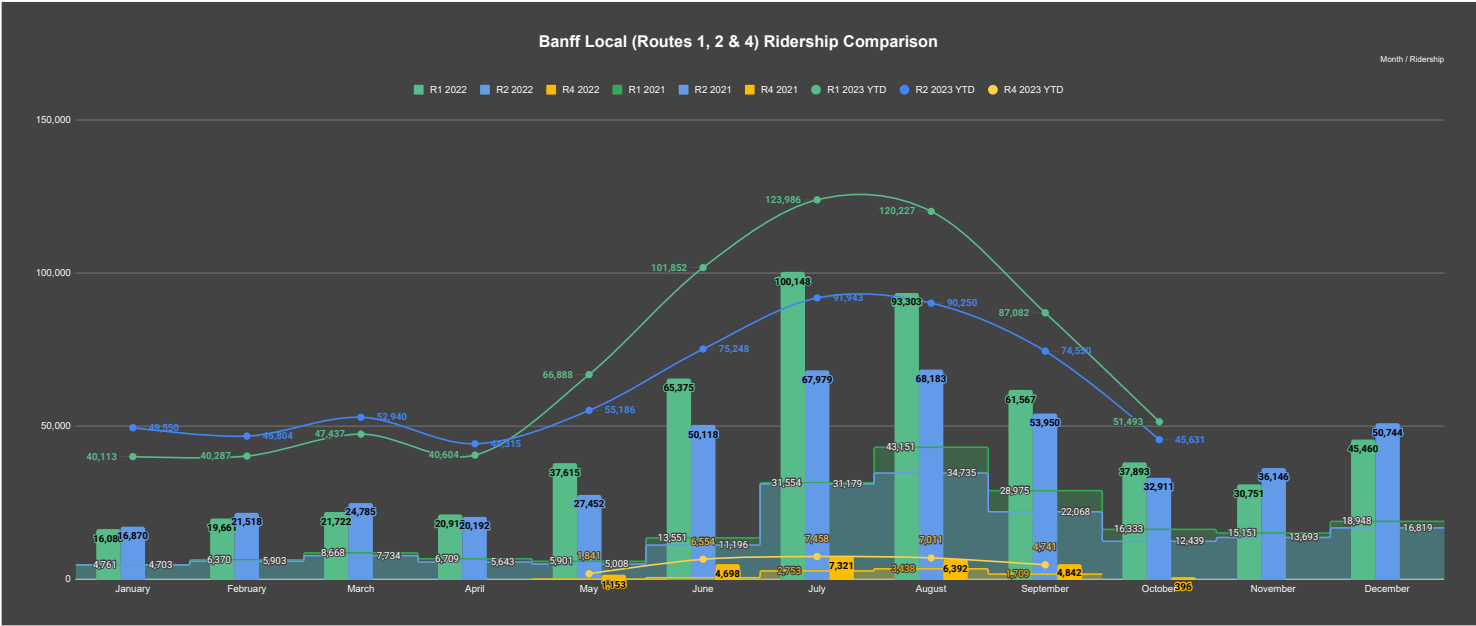
Route 3 (Canmore-Banff Regional)										Route 5 Canmore										Route 6 Minnewanka										Roam Total Ridership					
Month	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19							
January	15,486	5,499	10,642		10,642	20,233	90.12%	30.65%	10,225	6,204	9,224		9,224	22,810	147.29%	123.08%							86,034	22,284	56,530	56,530	141,978	151.16%	65.03%						
February	12,849	5,781	10,492		10,492	18,613	77.40%	44.86%	8,913	6,700	9,789		9,789	22,119	125.96%	148.17%							80,982	25,771	65,499	65,499	137,120	109.35%	69.32%						
March	15,057	7,951	12,770		12,770	20,704	62.13%	37.50%	9,759	8,650	12,208		12,208	25,116	105.73%	157.36%							89,868	34,441	75,790	75,790	155,871	105.66%	73.44%						
April	14,618	5,507	12,028		12,028	20,545	70.81%	40.55%	9,144	7,360	10,924		10,924	23,308	113.37%	154.90%							76,871	26,365	68,215	68,215	138,604	103.19%	80.31%						
May	16,925	6,850	15,148		15,148	23,657	56.17%	39.78%	10,769	6,760	13,066		13,066	27,143	107.74%	152.05%	3,985	559	2,783	2,783	5,690	104.46%	42.79%	119,508	27,604	106,822	106,822	199,977	87.21%	67.33%					
June	18,924	9,321	19,058		19,058	26,634	39.75%	40.74%	12,852	8,250	16,015		16,015	28,039	75.08%	118.17%	9,966	2,857	12,662	12,662	17,689	39.70%	77.49%	176,309	54,438	190,769	190,769	298,421	56.43%	69.26%					
July	20,422	12,330	22,015		22,015	27,916	26.80%	36.70%	14,183	7,581	16,715		16,715	28,691	71.65%	102.29%	11,801	6,367	20,639	20,639	25,067	21.45%	112.41%	227,664	107,890	271,789	271,789	360,372	32.59%	58.29%					
August	20,105	12,610	19,854		19,854	28,521	43.65%	41.86%	13,675	8,345	17,070		17,070	27,658	62.03%	102.25%	12,802	8,396	19,238	19,238	25,255	31.28%	97.27%	231,246	132,189	253,615	253,615	355,474	40.16%	53.72%					
September	16,379	11,365	17,364		17,364	24,953	43.71%	52.35%	12,348	8,621	17,127		17,127	25,056	46.30%	102.92%	4,184	3,303	10,182	10,182	14,922	46.55%	256.64%	159,058	88,472	187,534	187,534	276,336	47.35%	73.73%					
October	15,563	11,258	17,605		17,605	24,144	37.14%	55.14%	14,180	9,215	16,802		16,802	26,233	56.13%	85.00%			530	530	905	70.75%		85,350	54,346	118,488	118,488	171,977	45.14%	101.50%					
November	15,682	10,446	17,797			0.00%		13,841	9,685	19,956			0.00%										79,314	51,773	110,983	0	0	0.00%							
December	15,994	10,599	19,213			0.00%		13,526	8,870	21,194			0.00%										91,338	59,209	146,145	0	0	0.00%							
YTD	198,004	109,517	193,986	193,986	235,920	50.29%	41.72%	143,415	96,241	180,090	180,090	238,940	256,173	84.38%	120.49%	42,738	21,482	66,034	66,034	89,528	35.58%	108.65%	1,503,542	684,782	1,652,179	1,652,179	2,236,130	60.29%	67.96%						

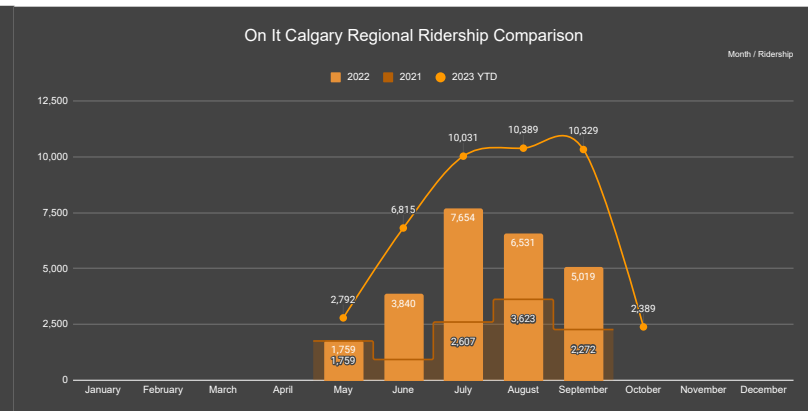
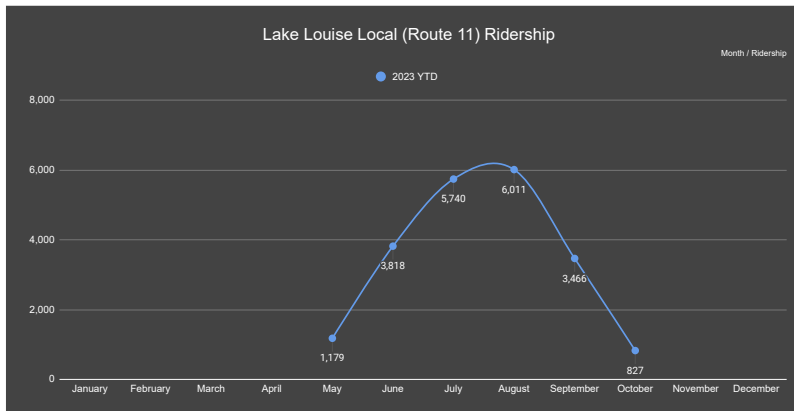
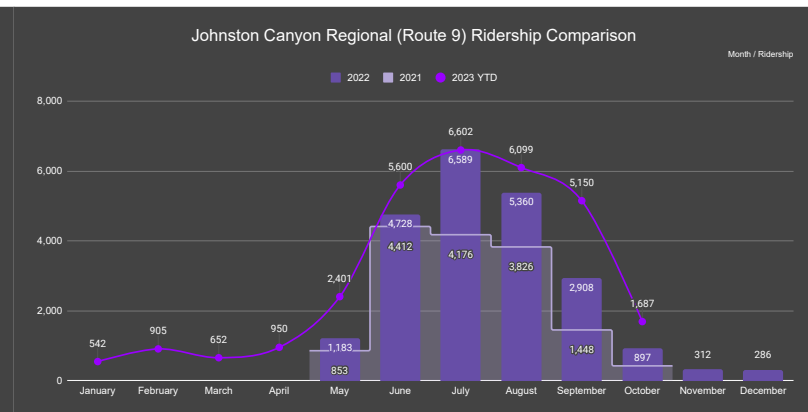
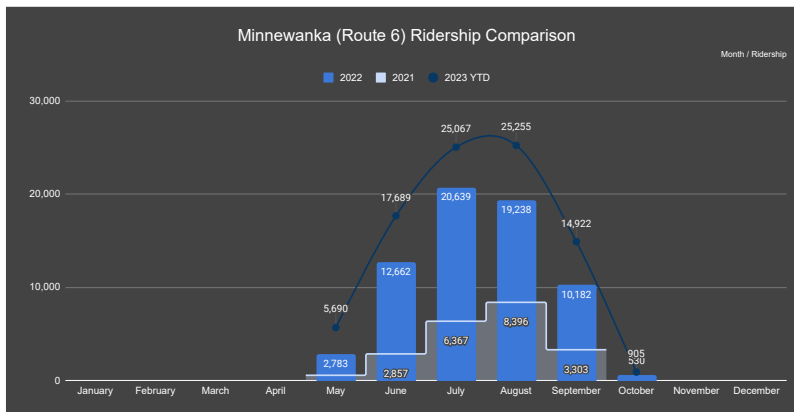
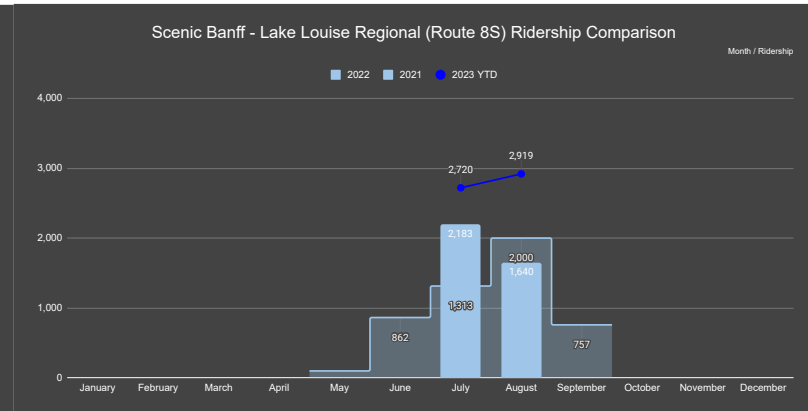
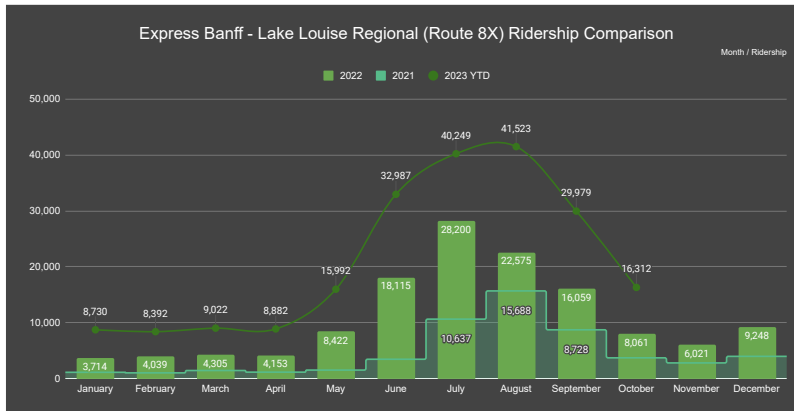
Route 8X (Express Lake Louise - Banff Regional)										Route 8S (Scenic Lake Louise - Banff Regional)										Route 9 (Johnston Canyon)									
Month	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	2019	2021	2022	2022 YTD	2023 YTD	% Change -22	% Change -19	
January	4,053	1,117	3,714		3,714	8,730	135.06%	115.40%																					
February	2,920	1,017	4,039		4,039	8,392	107.77%	187.40%																					
March	3,310	1,438	4,305		4,305	9,022	109.57%	172.57%																					
April	2,926	1,146	4,153		4,153	8,882	113.87%	203.55%																					
May	5,634	1,516	8,422		8,422	15,992	89.88%	183.85%			97																		
June	15,224	3,454	18,115		18,115	32,987	82.10%	116.68%	795	862				0.00%	-100.00%	1,129	4,412	4,728	4,728	5,600	18.44%	396.01%							
July	24,544	10,637	28,200		28,200	40,249	42.73%	63.99%	3,521	1,313	2,183		2,183	2,720	24.60%	-22.75%	3,943	4,176	6,589	6,589	6,602	0.20%	67.44%						
August	24,743	15,688	22,575		22,575	41,523	83.93%	67.82%	4,058	2,000	1,640		1,640	2,919	77.99%	-28.07%	4,262	3,826	5,360	5,360	6,099	13.79%	43.10%						
September	15,154	8,728	16,059		16,059	29,979	86.68%	97.83%	303	757					1,659	1,448	2,908	2,908	5,150	77.10%	210.43%								
October	5,581	3,709	8,061		8,061	16,312	102.36%	192.28%									419	897	897	1,687	88.07%								
November	4,715	2,798	6,021			0.00%																							
December	6,645	3,973	9,248			0.00%																							
YTD	115,449	55,221	132,912	132,912	212,068	80.26%	103.31%	8,677	5,029	3,823	3,823	5,639	5,639	47.50%	-34.83%	10,993	15,134	22,263	22,263	21,665	30.58%	41.19%	178,25%						

	Route 10 (Moraine Lake)							On-It (Calgary Regional)							Route 11 (Lake Louise Local)							
Month	2019	2021	2022	2022 YTD	2023 YTD	% Change - 22	% Change - 19	2019	2021	2022	2022 YTD	2023 YTD	% Change - 22	% Change - 19	2019	2021	2022	2022 YTD	2023 YTD	% Change - 22	% Change - 19	
January																						
February																						
March																						
April																						
May								1,271	1,759	1,759	1,768	2,792	57.92%	119.67%								
June								3,846	930	3,840	3,839	6,815	77.52%	77.20%	1,179							
July								4,847	2,607	7,654	7,599	10,031	32.00%	106.95%	3,818							
August								6,282	3,623	6,531	6,514	10,389	59.49%	65.38%	5,740							
September	1,498		3,535	3,535	6,437	82.09%		4,017	2,272	5,019	5,004	10,329	106.41%	157.13%	6,011							
October	973		3,393	3,393	4,745	39.85%									2,389	3,466						
November															827							
December																						
YTD	0	2,471	6,928	6,928	11,182	61.40%	0.00%	20,263	11,191	24,803	24,724	42,745	72.89%	110.95%	0	0	0	0	21,041	0.00%	0.00%	

	Route 5C (Cougar Creek)							Route 5T (Three Sisters)						
Month	2019	2021	2022	2022 YTD	2023 YTD	% Change - 22	% Change - 19	2019	2021	2022	2022 YTD	2023 YTD	% Change - 22	% Change - 19
January														
February														
March														
April														
May														
June														
July														
August					15,005							12,653		
September					14,113							10,943		
October					15,771							10,462		
November														
December														
YTD	0	0	0	0	44,889	0.00%	0.00%	0	0	0	0	34,058	0.00%	0.00%









# Bow Valley *R*egional Transit Services Commission



NEW BUSINESS

# Bow Valley *Regional* Transit Services Commission



## Quarter 3 2023 Financial Results

## Q3 2023 Overall summary of results

Bow Valley Regional Transit Services Commission						
All routes - Actual vs budget vs Prior Year (PY)						
January - Sept 2023						
	Actual	Budget	Over/ under budget		PY Jan-Mar 2022	Difference from PY
<b>Income</b>						
Bus Pass Sales	3,566,948	2,482,272	1,084,676		2,201,053	1,365,895
Interest Revenue	187,178	14,999	172,179		55,612	131,567
Marketing & Advertising Revenue	40,469	43,219	(2,750)		24,312	16,157
Other Income	12,456	1,986	10,470		90,506	(78,050)
Partner Programs	520,710	394,757	125,953		432,568	88,143
Recoveries - Operating (non-members)	1,038,061	1,606,793	(568,732)		979,959	58,101
Requisitions - Operating	3,083,878	3,445,572	(361,694)		2,520,232	563,646
<b>Total Income</b>	<b>8,449,701</b>	<b>7,989,598</b>	<b>460,103</b>		<b>6,304,242</b>	<b>2,145,459</b>
<b>Gross Profit</b>						
<b>Expenses</b>						
Advertising & Marketing Expenses	54,221	151,568	(97,347)		44,002	10,219
Contracted Services / Professional Fees	210,174	100,143	110,031		186,967	23,206
Fuel Expense	576,669	777,101	(200,432)		618,817	(42,148)
General Operating Expenses	134,260	108,737	25,523		134,166	94
Infrastructure Maintenance	42,217	51,964	(9,747)		52,497	(10,280)
Insurance Expense	142,666	134,970	7,696		125,710	16,956
Software Fees & Licences	166,272	156,739	9,533		104,166	62,106
Staff, Training, Travel & Meals	94,478	140,434	(45,956)		61,209	33,269
Transit storage facility	228,346	213,222	15,124		140,242	88,104
Vehicle Expenses	1,464,969	1,213,439	251,530		1,088,407	376,562
Wages & Benefits	4,305,278	4,267,732	37,546		3,007,223	1,298,055
<b>Total Expenses</b>	<b>7,419,549</b>	<b>7,316,049</b>	<b>103,500</b>		<b>5,563,406</b>	<b>1,856,143</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>1,030,152</b>	<b>673,549</b>	<b>356,603</b>		<b>740,835</b>	<b>289,316</b>
<b>Amortization Expense</b>	<b>1,461,959</b>	<b>1,461,965</b>	<b>(6)</b>		<b>1,185,991</b>	<b>275,968</b>
<b>Net Revenue</b>	<b>(431,807)</b>	<b>(788,416)</b>	<b>356,609</b>		<b>(445,156)</b>	<b>13,348</b>

Overall, we are pacing ahead of projections with the surplus prior to amortization approximately \$350,000 ahead of budget.

Overall service hours are over budget by approximately 1,700 hours. Routes 3 and 5 are slightly under due to NSLR beginning in March instead of January. Route 8S had a limited schedule in July and August, but additions were made to 8 winter, 8XD, route 9 in the fall/winter and the addition of route 11.

## REVENUE

Overall pass revenues are up approximately 1.1 million from budget and approximately 1.3 million higher than PY.

- Routes 1 and 2 revenues were budgeted based on 2019 rev/per service hour. Error was made when budgeting that the reduction for resident fare free was not incorporated. Likely to keep being under budget all year. Net result is Rt 1&2 combines are \$110,000 below budget.
- Route 3 revenues are currently \$120,000 over budget. NSLR increases to service hours budgeted to start January but did not actually start until the end of March, so with the strong ridership we would expect this to be over budget for the remainder of the year.
- Route 8 is over budgeted revenues due to the addition of the second bus, ridership increases, and additional service hours added in March. Route 8X is also significantly over budgeted revenues due to addition of 8XD, and the record ridership on this route. Overall revenues for 8 and 8x combined are almost 1 million over budget.
- Winter service hours for Route 9 were not included in the budget, so revenues here are over budget as well.

Interest is over budgeted amounts and prior year by approximately \$170,000. Includes CIBC investment interest on operating reserve amounts and allocation of interest on ATB operating accounts. Increases due to higher operating balances from increasing reserve balances and move to CIBC managed investment accounts earning higher interest rates.

Partner programs over budget by approximately \$125,000. Pursuit programs for Rt 1 and Rt 6 were over budget due to strong ridership. Rt 2 was under budget due to changes to Fairmont contract after budget was finalized.

Other income is mostly warranty income.

Non member recoveries are based on actual expenses incurred.

Member recoveries are based on budgeted amounts except for:

- TOB and TOC contributions for ONIT Q2 and Q3 have been accrued but not billed till the end of the summer. This is not included in the budget.
- ID# contributions to Lake Louise summer routes, which are allocated at the end of the year.

## EXPENSES

Overall expenses are up approximately \$100,000 from budget and \$1.8 million from PY.

Significant expense discrepancies are coming from:

- Advertising expenses are below budget by \$100,000 but based on actual expenditures. Expect this line item to continue to be under budget for the remainder of the year.

- Contracted services above budget due to ONIT contract expenses for Q2 and Q3 which are not budgeted.
- Fuel expenses are under budget by \$200,000. Service hours are over, but fuel expenses are below budgeted amounts. This is due to 2 main factors:
  - 2023 budget was done based on average 2022 costs. We have not seen any similar levels of diesel costs in 2023.
  - When 2023 budget was done we had limited information for budgeting cost savings from electric vehicles. Costs in this area are lower than budgeted.
- General operating expenses are over budget. Bank fees are \$50,000 over budget due to increases in revenues and associated Moneris costs. There are a few other cost savings in this line item year to date which lessen the impact of the bank fees. But we still expect this to be over budget for the remainder of the year.
- Software over budget mostly due to Hopthru expenses. The annual expenses of \$21,000 were missed by the vendor for 22/23 and were billed in June 2023 with the 23/24 invoice.
- Town of Banff vehicle maintenance expenses are approximately \$230,000 above budgeted figures to date. Since TOB gave us the estimates for the budget the costs for labour have increased over 20%. We anticipate that this will be over budget by year end.
- Vehicle expenses also includes \$30,000 for accident costs and insurance deductible. These costs were not budgeted.
- Wages to date are above amounts by approximately \$40,000. All wages are either consistent with or slightly below budget, except for driver wages which is \$100,000 above budget. Majority of driver wages was over the first 3 quarters due to the busy pre-summer training, and the summer season, which may result in timing differences to where the training was allocated. Hopefully driver wages will be closer to budget by year end.

	<div>Bow Valley Regional Transit Services Commission</div> <div>All Routes - Actual vs Budget (pg 1/2)</div> <div>January - September 2023</div>															
	Administrative		Calgary-Banff		Rt 01 - Banff Local (Sulphur Mtn)		Rt 02 - Banff Local (Tunnel Mtn)		Rt 03 - CB Regional		Rt 04 - Cave and Basin		Rt 05 - Canmore Local		Rt 06 - Lake Minnewanka	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Income</b>																
Bus Pass Sales					265,655	292,102	215,280	298,290	1,019,635	901,362	26,650	13,500			58,984	28,471
Interest Revenue	187,178	14,999														
Marketing & Advertising Revenue	1,505				8,382	12,698	7,606	12,262	9,194	9,533	1,608		5,479	8,726	2,093	
Other Income	2,028				5,214	1,011	5,214	975								
Partner Programs					350,410	215,201	137,100	157,306	1,816	2,250					31,384	20,000
Recoveries - Operating (non-members)			102,173		17,615	18,618	34,566	21,876			178,634	221,188			530,824	644,083
Requisitions - Operating	404,637	404,637	52,925		676,468	676,464	516,478	516,479	342,406	342,406			994,300	994,300		
<b>Total Income</b>	<b>595,348</b>	<b>419,636</b>	<b>155,098</b>	<b>0</b>	<b>1,323,744</b>	<b>1,216,094</b>	<b>916,244</b>	<b>1,007,188</b>	<b>1,373,051</b>	<b>1,255,551</b>	<b>206,892</b>	<b>234,688</b>	<b>999,779</b>	<b>1,003,026</b>	<b>623,285</b>	<b>692,554</b>
Gross Profit	595,348	419,636	155,098	0	1,323,744	1,216,094	916,244	1,007,188	1,373,051	1,255,551	206,892	234,688	999,779	1,003,026	623,285	692,554
<b>Expenses</b>																
Advertising & Marketing Expenses	7,270				8,935	35,921	7,420	33,511	10,512	23,646	1,380	3,247	8,016	20,976	2,557	5,753
Contracted Services / Professional Fees	26,171	41,722	145,098		5,754	9,772	6,489	9,622	6,417	6,353	942	904	8,124	18,017	2,363	2,677
Fuel Expense	459				52,840	107,028	50,069	63,928	154,025	214,076	3,662	6,514	107,128	107,798	25,719	42,837
General Operating Expenses	40,616	46,692			7,148	8,420	5,767	8,005	19,017	14,916	922	800	4,567	6,773	1,898	1,983
Infrastructure Maintenance	2,846	149			9,018	10,350	8,623	10,591	4,284	4,213	734	1,593	3,448	13,554	1,642	3,259
Insurance Expense	11,076	9,787			22,186	20,424	17,769	16,357	18,137	16,807	4,572	4,041	19,058	20,331	12,093	11,718
Software Fees & Licences	18,995	19,844			26,516	19,425	24,680	16,723	22,489	14,683	4,865	7,163	20,963	17,038	11,808	14,766
Transit storage facility	22,816	39,751			14,236	21,740	9,112	17,198	7,613	7,417	3,317	4,157	6,814	9,637	8,027	7,294
Staff, Training, Travel & Meals	7,805	1,296			40,966	45,679	34,131	41,355	36,966	43,818	9,553	6,748	10,337	4,552	19,412	13,499
Vehicle Expenses	39,580	4,500			271,302	220,446	232,807	184,691	267,536	211,636	32,960	40,875	243,400	194,166	71,306	82,758
Wages & Benefits	297,452	255,894	10,000		737,994	716,879	640,219	605,207	666,606	697,901	111,082	125,745	574,981	590,187	263,341	302,893
<b>Total Expenses</b>	<b>475,086</b>	<b>419,635</b>	<b>155,098</b>	<b>0</b>	<b>1,196,895</b>	<b>1,216,084</b>	<b>1,037,087</b>	<b>1,007,188</b>	<b>1,213,599</b>	<b>1,255,466</b>	<b>173,988</b>	<b>201,787</b>	<b>1,006,835</b>	<b>1,003,029</b>	<b>420,165</b>	<b>489,437</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>120,262</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>126,849</b>	<b>10</b>	<b>-120,843</b>	<b>0</b>	<b>159,452</b>	<b>85</b>	<b>32,904</b>	<b>32,901</b>	<b>-7,056</b>	<b>-3</b>	<b>203,120</b>	<b>203,117</b>
Amortization Expense	34,263	34,266			232,254	232,258	224,802	224,798	121,833	121,833	32,904	32,904	134,865	134,865	203,120	203,120
<b>Net Income</b>	<b>85,999</b>	<b>-34,265</b>	<b>0</b>	<b>0</b>	<b>-105,405</b>	<b>-232,248</b>	<b>-345,645</b>	<b>-224,798</b>	<b>37,619</b>	<b>-121,748</b>	<b>0</b>	<b>-3</b>	<b>-141,921</b>	<b>-134,868</b>	<b>0</b>	<b>-3</b>

			Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 2/2) January - September 2023												
	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		Rt 11 - Lake Louise Local		TOTAL		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income															
Bus Pass Sales	431,539	223,452	49,206	79,241	1,283,357	517,365	140,384	110,188	39,571	18,301	36,687		3,566,948	2,482,272	144%
Interest Revenue													187,178	14,999	1248%
Marketing & Advertising Revenue	880		800		855		1,580				485		40,469	43,219	94%
Other Income													12,456	1,986	627%
Partner Programs													520,710	394,757	132%
Recoveries - Operating (non-members)	57,816		37,595	135,309		401,791	63,406	128,088	5,425	35,840	10,008		1,038,061	1,606,793	65%
Requisitions - Operating	96,664	96,714		112,931	0	194,735		106,906					3,083,878	3,445,572	90%
Total Income	586,899	320,166	87,601	327,481	1,284,212	1,113,891	205,370	345,182	44,996	54,141	47,181	0	8,449,701	7,989,598	106%
Gross Profit	586,899	320,166	87,601	327,481	1,284,212	1,113,891	205,370	345,182	44,996	54,141	47,181	0	8,449,701	7,989,598	
Expenses															
Advertising & Marketing Expenses	1,473	5,394	148	4,293	2,441	14,650	3,248	3,761	31	416	789		54,221	151,568	36%
Contracted Services / Professional Fees	2,375	2,078	644	1,632	3,914	5,900	1,346	1,318	100	148	437		210,174	100,143	210%
Fuel Expense	55,930	53,479	2,938	26,292	80,904	123,791	27,308	25,502	5,980	5,856	9,708		576,669	777,101	74%
General Operating Expenses	10,382	4,867	1,507	2,522	38,137	10,857	2,807	2,663	1,144	239	350		134,260	108,737	123%
Infrastructure Maintenance	1,115	3,125	635	920	8,061	3,139	1,193	804	93	267	523		42,217	51,964	81%
Insurance Expense	4,483	3,906	8,154	7,812	16,983	15,975	8,154	7,812					142,666	134,970	106%
Software Fees & Licences	5,981	3,773	4,490	9,578	17,170	23,399	7,529	10,097	252	250	535		166,272	156,739	106%
Transit storage facility	600	2,658	2,651	5,324	15,007	20,223	3,579	4,983	11	52	695		94,478	140,434	67%
Staff, Training, Travel & Meals	16,939	12,151	11,986	8,998	26,572	26,366	13,489	8,760	43		148		228,346	213,222	107%
Vehicle Expenses	89,938	53,377	13,741	41,924	140,947	131,050	40,833	42,926	4,909	5,090	15,710		1,464,969	1,213,439	121%
Wages & Benefits	204,666	175,359	47,208	126,588	515,155	494,292	169,738	144,965	22,433	31,822	44,402		4,305,278	4,267,732	101%
Total Expenses	393,883	320,167	94,103	235,883	865,292	869,642	279,224	253,591	34,996	44,140	73,297	0	7,419,549	7,316,049	101%
Surplus / Deficiency Prior to Amortization	193,016	-1	-6,501	91,598	418,920	244,249	-73,854	91,591	10,000	10,001	-26,117	0	1,030,152	673,549	
Amortization Expense	40,470	40,470	91,600	91,600	244,248	244,251	91,600	91,600	10,000	10,000			1,461,959	1,461,965	
Net Income	152,546	-40,471	-98,101	-2	174,672	-2	-165,454	-9	0	1	-26,117	0	-431,807	-788,416	

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 1/2) January - June 2023															
	Administrative		Calgary-Banff		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 - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)
<b>INCOME</b>																
Bus Pass Sales	0	0			265,655	204,980	215,280	180,148	1,019,635	756,098	26,650	9,937		-371	58,984	38,776
Interest Revenue	187,178	55,612														
Marketing & Advertising Revenue	1,505	93			8,382	5,265	7,606	4,502	9,194	5,105	1,608	650	5,479	3,367	2,093	650
Other Income	2,028	77			5,214	10,431	5,214	10,894		4,810		408		25,519		
Partner Programs		0			350,410	276,599	137,100	118,608	1,816	1,760					31,384	35,601
Recoveries - Operating (non-members)		-31,175	102,173	84,437	17,615	16,500	34,566	29,155			178,634	145,088			530,824	396,631
Requisitions - Operating	404,637	412,242	52,925	54,532	676,468	506,750	516,478	445,348	342,406	232,194			994,300	686,151		
<b>Total Income</b>	<b>595,348</b>	<b>436,849</b>	<b>155,098</b>	<b>138,969</b>	<b>1,323,744</b>	<b>1,020,524</b>	<b>916,244</b>	<b>788,655</b>	<b>1,373,051</b>	<b>999,966</b>	<b>206,892</b>	<b>156,083</b>	<b>999,779</b>	<b>714,666</b>	<b>623,285</b>	<b>471,658</b>
<b>EXPENSES</b>																
Advertising & Marketing Expenses	7,270	2,723			8,935	6,026	7,420	5,430	10,512	6,432	1,380	701	8,016	13,599	2,557	1,463
Contracted Services / Professional Fees	26,171	21,619	145,098	128,969	5,754	7,449	6,489	7,038	6,417	4,744	942	809	8,124	6,717	2,363	2,351
Fuel Expense	459	528			52,840	50,146	50,069	49,346	154,025	162,546	3,662	7,249	107,128	107,028	25,719	46,565
General Operating Expenses	40,616	46,586			7,148	13,381	5,767	11,137	19,017	20,177	922	1,609	4,567	5,970	1,898	4,945
Infrastructure Maintenance	2,846	2,972			9,018	7,081	8,623	6,581	4,284	16,491	734	500	3,448	13,229	1,642	480
Insurance Expense	11,076	7,453			22,186	22,109	17,769	18,411	18,137	12,583	4,572	2,971	19,058	15,521	12,093	14,285
Software Fees & Licences	18,995	7,997			26,516	16,893	24,680	15,827	22,489	13,362	4,865	2,823	20,963	10,072	11,808	7,159
Staff, Training, Travel & Meals	22,816	18,773			14,236	8,967	9,112	7,301	7,613	6,633	3,317	1,296	6,814	5,287	8,027	3,193
Transit storage facility	7,805				40,966	27,900	34,131	23,068	36,966	20,106	9,553	4,832	10,337	5,229	19,412	14,496
Vehicle Expenses	39,580	8,431			271,302	195,185	232,807	172,952	267,536	217,963	32,960	21,780	243,400	177,458	71,306	60,177
Wages & Benefits	297,452	221,625	10,000	10,000	737,994	466,645	640,219	405,884	666,606	488,079	111,082	87,010	574,981	450,374	263,341	209,840
<b>Total Expenses</b>	<b>475,086</b>	<b>338,706</b>	<b>155,098</b>	<b>138,969</b>	<b>1,196,895</b>	<b>821,782</b>	<b>1,037,087</b>	<b>722,975</b>	<b>1,213,599</b>	<b>969,115</b>	<b>173,988</b>	<b>131,580</b>	<b>1,006,835</b>	<b>810,484</b>	<b>420,165</b>	<b>364,954</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>120,262</b>	<b>98,143</b>	<b>0</b>	<b>-</b>	<b>126,849</b>	<b>198,742</b>	<b>(120,843)</b>	<b>65,681</b>	<b>159,452</b>	<b>30,851</b>	<b>32,904</b>	<b>24,503</b>	<b>(7,056)</b>	<b>(95,818)</b>	<b>203,120</b>	<b>106,704</b>
Amortization Expense	34,263	39,177			232,254	200,682	224,802	200,682	121,833	109,332	32,904	24,453	134,865	109,863	203,120	106,589
<b>Net Income</b>	<b>85,999</b>	<b>58,966</b>	<b>0</b>	<b>-</b>	<b>(105,405)</b>	<b>(1,940)</b>	<b>(345,645)</b>	<b>(135,001)</b>	<b>37,619</b>	<b>(78,481)</b>	<b>-</b>	<b>50</b>	<b>(141,921)</b>	<b>(205,681)</b>	<b>-</b>	<b>115</b>



	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 2/2) January - September 2023														
	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		Rt 11 - Lake Louise Local		TOTAL		
	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Jan - Oct., 2023	Jan - Oct., 2022 (PY)	Change
INCOME															
Bus Pass Sales	431,539	199,219	49,206	27,739	1,283,357	660,345	140,384	93,865	39,571	30,317	36,687		3,566,948	2,201,053	1,365,895
Interest Revenue													187,178	55,612	131,567
Marketing & Advertising Revenue	880	582	800	618	855	2,861	1,580	618			485		40,469	24,312	16,157
Other Income		28,166				10,200							12,456	90,506	-78,050
Partner Programs													520,710	432,568	88,143
Recoveries - Operating (non-members)	57,816		37,595	108,818		95,351	63,406	131,708	5,425	3,446	10,008		1,038,061	979,959	58,101
Requisitions - Operating	96,664	183,015			0	0							3,083,878	2,520,232	563,646
Total Income	586,899	410,983	87,601	137,174	1,284,212	768,758	205,370	226,192	44,996	33,764	\$ 47,181	\$ -	\$ 8,449,701	\$ 6,304,242	\$ 2,145,459
EXPENSES															0
Advertising & Marketing Expenses	1,473	1,726	148	1,243	2,441	3,264	3,248	1,395	31		789		54,221	44,002	10,219
Contracted Services / Professional Fees	2,375	1,503	644	1,298	3,914	3,295	1,346	1,077	100	97	437		210,174	186,967	23,206
Fuel Expense	55,930	52,937	2,938	4,153	80,904	106,870	27,308	25,398	5,980	6,052	9,708		576,669	618,817	-42,148
General Operating Expenses	10,382	4,846	1,507	3,222	38,137	17,768	2,807	3,805	1,144	720	350		134,260	134,166	94
Infrastructure Maintenance	1,115	3,533	635	196	8,061	1,061	1,193	238	93	134	523		42,217	52,497	-10,280
Insurance Expense	4,483	1,972	8,154	7,100	16,983	16,207	8,154	7,100					142,666	125,710	16,956
Software Fees & Licences	5,981	4,478	4,490	5,365	17,170	14,516	7,529	5,570	252	105	535		166,272	104,166	62,106
Staff, Training, Travel & Meals	600	975	2,651	1,695	15,007	5,074	3,579	1,394	11	620	695		94,478	61,209	33,269
Transit storage facility	16,939	12,097	11,986	7,248	26,572	18,020	13,489	7,248	43		148		228,346	140,242	88,104
Vehicle Expenses	89,938	84,480	13,741	31,272	140,947	84,898	40,833	26,680	4,909	7,130	15,710		1,464,969	1,088,407	376,562
Wages & Benefits	204,666	160,928	47,208	29,772	515,155	349,238	169,738	113,926	22,433	13,902	44,402		4,305,278	3,007,223	1,298,055
Total Expenses	393,883	329,476	94,103	92,565	865,292	620,211	279,224	193,832	34,996	28,758	\$ 73,297	\$ -	\$ 7,419,549	\$ 5,563,406	\$ 1,856,143
Surplus / Deficiency Prior to Amortization	193,016	81,507	(6,501)	44,609	418,920	148,546	(73,854)	32,360	10,000	5,005	\$ (26,117)	\$ -	\$ 1,030,152	\$ 740,835	\$ 289,316
Amortization Expense	40,470	22,210	91,600	71,680	244,248	224,723	91,600	71,600	10,000	5,000			1,461,959	1,185,991	
Net Income	152,546	59,297	(98,101)	(27,071)	174,672	(76,177)	(165,454)	(39,240)	-	5	(26,117)	-	(431,807)	(445,156)	13,348

Bow Valley Regional Transit Services Commission Administrative												
	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Interest Revenue	61,144	4,997	1224%	56,766	5,001	1135%	69,268	5,001	1385%	187,178	14,999	1248%
Marketing & Advertising Revenue				540			965			1,505		
Other Income	60			1,994			-26			2,028		
Requisitions - Operating	154,608	154,608	100%	130,815	130,815	100%	119,214	119,214	100%	404,637	404,637	100%
<b>Total Income</b>	<b>\$ 215,812</b>	<b>\$ 159,605</b>	<b>135%</b>	<b>190,115</b>	<b>135,816</b>	<b>140%</b>	<b>189,421</b>	<b>124,215</b>	<b>152%</b>	<b>595,348</b>	<b>419,636</b>	<b>142%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	887			4,369			2,014			7,270	-	
Contracted Services / Professional Fees	9,617	18,664	52%	12,694	11,529	110%	3,860	11,529	33%	26,171	41,722	63%
Fuel Expense	75			238			146			459		
General Operating Expenses	11,558	15,564	74%	13,382	15,564	86%	15,676	15,564	101%	40,616	46,692	87%
Infrastructure Maintenance	608	47		1,612	51		627	51		2,846	149	
Insurance Expense	3,692	3,265	113%	3,692	3,261	113%	3,692	3,261	113%	11,076	9,787	113%
Software Fees & Licences	5,179	6,614	78%	7,370	6,615	111%	6,446	6,615	97%	18,995	19,844	96%
Staff, Training, Travel & Meals	10,738	13,255	81%	7,881	13,248	59%	4,196	13,248	32%	22,816	39,751	57%
Transit storage facility	1,220	432	282%	5,287	432		1,298	432		7,805	1,296	602%
Vehicle Expenses	11,375	1,500	758%	13,048	1,500	870%	15,156	1,500	1010%	39,580	4,500	880%
Wages & Benefits	117,703	100,264	117%	98,949	83,615	118%	80,800	72,015	112%	297,452	255,894	116%
<b>Total Expenses</b>	<b>172,653</b>	<b>159,605</b>	<b>108%</b>	<b>168,521</b>	<b>135,815</b>	<b>124%</b>	<b>133,912</b>	<b>124,215</b>	<b>108%</b>	<b>475,086</b>	<b>419,635</b>	<b>113%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>43,159</b>	<b>-</b>		<b>21,594</b>	<b>1</b>		<b>55,509</b>	<b>-</b>		<b>120,262</b>	<b>1</b>	
Amortization Expense	11,421	11,424	100%	11,421	11,421	100%	11,421	11,421	100%	34,263	34,266	100%
<b>Net Income</b>	<b>31,738</b>	<b>(11,424)</b>		<b>10,173</b>	<b>(11,420)</b>		<b>44,088</b>	<b>(11,421)</b>		<b>85,999</b>	<b>(34,265)</b>	

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1) Interest from operating reserve in CIBC investments and operating account. Higher than budget.

2) Marketing expenses are Roam promo items purchased.

3) Contracted Services are below budget. Over budget in IT contract, but overall behind because no contract contingency has been used yet.

4) Below budget for general operating expenses. Discrepancies mostly coming from more expenses being allocated to routes.

5) Most expenses under budget. Some will catch up to budget by the end of the year such as meals for xmas party. But most others will stay below budget.

6) Transit storage utilities and R&M were budgeted in general operating expenses above.

7) Approximately \$20K for parts and \$10K for insurance deductible for accidents which are allocated to Admin instead of routes

8) Overall admin and customer service wages are consistent with our less than budget, but currently more has been allocated to admin class that budgeted. This will correct itself by year end.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

All Routes	January - September 2023			
	2023	2023	COMP	2022
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 73.23	\$ 52.91	38.4%	\$ 63.47
Gross Cost per Service Hour	\$ 151.14	\$ 158.66	-4.7%	\$ 152.14
Direct Operating Cost per Service Hour	\$ 119.95	\$ 124.86	-3.9%	\$ 117.92
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 26.11	\$ 26.47	-1.4%	\$ 27.68
Net Cost per Service Hour (CUTA)	\$ 51.81	\$ 79.28	-34.7%	\$ 60.99
% Cost Recovery (CUTA)	69%	40%		51%
Gross cost per KM	\$ 5.28	\$ 5.91		\$ 5.62
Route KM	1,602,805	1,482,231		1,172,333
Ridership	2,043,939	1,766,524	15.7%	1,275,546
Service Hours	55,989	55,231	1.4%	43,301
Ridership per Service Hour	37	32	14.1%	29

Cost recovery % excludes route 5

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

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	54,226	72,466	75%	82,296	98,364	84%	129,133	121,272	106%	265,655	292,102	91%
Marketing & Advertising Revenue	205	3,150	7%	3,970	4,276	93%	4,208	5,272	80%	8,382	12,698	66%
Other Income	602	248	243%	4,612	342	1349%		421	0%	5,214	1,011	516%
Partner Programs	56,880	71,735	79%	103,498	71,733	144%	190,032	71,733	265%	350,410	215,201	163%
Recoveries - Operating (non-members)	5,794	6,204	93%	5,910	6,207	95%	5,910	6,207		17,615	18,618	95%
Requisitions - Operating	169,440	169,436	100%	230,397	230,397	100%	276,631	276,631	100%	676,468	676,464	100%
<b>Total Income</b>	<b>287,147</b>	<b>323,239</b>	<b>89%</b>	<b>430,684</b>	<b>411,319</b>	<b>105%</b>	<b>605,914</b>	<b>481,536</b>	<b>126%</b>	<b>1,323,744</b>	<b>1,216,094</b>	<b>109%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	1,373	8,910	15%	3,928	12,097	32%	3,635	14,914	24%	8,935	35,921	25%
Contracted Services / Professional Fees	1,797	2,424	74%	1,951	3,289	59%	2,006	4,059	49%	5,754	9,772	59%
Fuel Expense	27,823	26,550	105%	16,245	36,042	45%	8,772	44,436	20%	52,840	107,028	49%
General Operating Expenses	2,278	2,090	109%	2,097	2,836	74%	2,772	3,494	79%	7,148	8,420	85%
Infrastructure Maintenance	2,066	2,567	80%	5,253	3,485	151%	1,699	4,298	40%	9,018	10,350	87%
Insurance Expense	6,337	6,810	93%	8,454	6,807	124%	7,395	6,807	109%	22,186	20,424	109%
Software Fees & Licences	6,071	4,819	126%	10,969	6,541	168%	9,475	8,065	117%	26,516	19,425	137%
Staff, Training, Travel & Meals	5,542	5,389	103%	5,633	7,323	77%	3,061	9,028	34%	14,236	21,740	65%
Transit storage facility	16,375	14,577	112%	12,098	15,252	79%	12,493	15,850		40,966	45,679	90%
Vehicle Expenses	82,390	54,690	151%	87,520	74,234	118%	101,392	91,522	111%	271,302	220,446	123%
Wages & Benefits	191,525	194,412	99%	220,272	243,411	90%	326,197	279,056	117%	737,994	716,879	103%
<b>Total Expenses</b>	<b>343,578</b>	<b>323,238</b>	<b>106%</b>	<b>374,420</b>	<b>411,317</b>	<b>91%</b>	<b>478,898</b>	<b>481,529</b>	<b>99%</b>	<b>1,196,895</b>	<b>1,216,084</b>	<b>98%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(56,431)</b>	<b>1</b>		<b>56,264</b>	<b>2</b>		<b>127,016</b>	<b>7</b>		<b>126,849</b>	<b>10</b>	
Amortization Expense	77,418	77,422	100%	77,418	77,418	100%	77,418	77,418	100%	232,254	232,258	100%
<b>Net Income</b>	<b>(133,849)</b>	<b>(77,421)</b>		<b>(21,154)</b>	<b>(77,416)</b>		<b>49,598</b>	<b>(77,411)</b>		<b>(105,405)</b>	<b>(232,248)</b>	

**Service hours consistent with budget**

- 1) Pass revenues less than budget for the year to date. Pass revenues were incorrectly budgeted, and did not include a reduction for resident fare free. Revenues are expected to be under budget all year.
- 2) Partner program revenue is over budget due to strong ridership for Pursuit gondola program.
- 3) Advertising expenses are under budget but based on actual expenses to date.
- 4) Contract services under budget mostly due to minimal security fees compared to budgeted amounts.
- 5) Fuel expenses are under budget due to a higher % electric buses being used on this route compared to original budgeted amounts, and the cost savings compared to diesel.
- 6) Software is over budget. Hopthru ridership analytics error and annual fee for 22/23 was all not billed until June 2023 at the same time as 23/24 invoice
- 7) Vehicle expenses are significantly over budget. Overall TOB vehicle maintenance billing is \$230,000 over budget year to date. As discussed earlier in the year there was a substantial increase in the rate billed to TOB mechanics that was not budgeted. We expect this to continue to be over budget for the remainder of the year.
- 8) All wages are slightly under or consistent with budget with the exception of driver wages which are approximately \$20K over budget. With the busy pre-summer training season summer season over this is expected to be closer to budget by year end.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 1 - Banff Local Sulphur Mtn</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 56.14	\$ 46.33	21.2%	\$ 64.57
Gross Cost per Service Hour	\$ 133.12	\$ 136.73	-2.6%	\$ 140.20
Direct Operating Cost per Service Hour	\$ 106.72	\$ 108.13	-1.3%	\$ 106.71
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 21.32	\$ 21.27	0.2%	\$ 26.96
Net Cost per Service Hour (CUTA)	\$ 55.66	\$ 69.13	-19.5%	\$ 48.67
% Cost Recovery (CUTA)	50%	40%		57%
Gross cost per KM	\$ 8.79	\$ 9.06		\$ 10.52
Route KM	169,799	169,788		102,619
Ridership	668,476	650,523	2.8%	436,344
Service Hours	11,215	11,246	-0.3%	7,701
Ridership per Service Hour	60	58	3.0%	57

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

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	36,582	86,961	42%	66,210	99,906	66%	112,488	111,423	101%	215,280	298,290	72%
Marketing & Advertising Revenue	205	3,574	6%	3,485	4,107	85%	3,917	4,581	86%	7,606	12,262	62%
Other Income	602	281	214%	4,612	328	1406%		366	0%	5,214	975	535%
Partner Programs	45,591	52,438	87%	45,918	52,434	88%	45,591	52,434	87%	137,100	157,306	87%
Recoveries - Operating (non-members)	11,370	7,290	156%	11,598	7,293	159%	11,598	7,293	159%	34,566	21,876	158%
Requisitions - Operating	157,190	157,191	100%	174,457	174,457	100%	184,831	184,831	100%	516,478	516,479	100%
<b>Total Income</b>	<b>251,540</b>	<b>307,735</b>	<b>82%</b>	<b>306,280</b>	<b>338,525</b>	<b>90%</b>	<b>358,425</b>	<b>360,928</b>	<b>99%</b>	<b>916,244</b>	<b>1,007,188</b>	<b>91%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	1,349	9,770	14%	3,090	11,224	28%	2,981	12,517	24%	7,420	33,511	22%
Contracted Services / Professional Fees	1,653	2,806	59%	2,576	3,223	80%	2,260	3,593	63%	6,489	9,622	67%
Fuel Expense	28,860	18,635	155%	11,910	21,413	56%	9,300	23,880	39%	50,069	63,928	78%
General Operating Expenses	2,156	2,338	92%	1,624	2,681	61%	1,986	2,986	67%	5,767	8,005	72%
Infrastructure Maintenance	1,818	3,099	59%	5,368	3,547	151%	1,437	3,945	36%	8,623	10,591	81%
Insurance Expense	5,076	5,455	93%	6,770	5,451	124%	5,923	5,451	109%	17,769	16,357	109%
Software Fees & Licences	5,708	4,876	117%	10,435	5,600	186%	8,538	6,247	137%	24,680	16,723	148%
Staff, Training, Travel & Meals	3,442	5,012	69%	3,777	5,763	66%	1,894	6,423	29%	9,112	17,198	53%
Transit storage facility	13,864	13,539	102%	10,023	13,795	73%	10,244	14,021	73%	34,131	41,355	83%
Vehicle Expenses	80,671	53,848	150%	72,764	61,856	118%	79,372	68,987	115%	232,807	184,691	126%
Wages & Benefits	189,814	188,364	101%	193,350	203,970	95%	257,055	212,873	121%	640,219	605,207	106%
<b>Total Expenses</b>	<b>334,411</b>	<b>307,742</b>	<b>109%</b>	<b>321,687</b>	<b>338,523</b>	<b>95%</b>	<b>380,989</b>	<b>360,923</b>	<b>106%</b>	<b>1,037,087</b>	<b>1,007,188</b>	<b>103%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(82,871)</b>	<b>(7)</b>		<b>(15,408)</b>	<b>2</b>		<b>(22,564)</b>	<b>5</b>		<b>(120,843)</b>	<b>-</b>	
Amortization Expense	74,934	74,930	100%	74,934	74,934	100%	74,934	74,934	100%	224,802	224,798	100%
<b>Net Income</b>	<b>(157,805)</b>	<b>(74,937)</b>		<b>(90,342)</b>	<b>(74,932)</b>		<b>(97,498)</b>	<b>(74,929)</b>		<b>(345,645)</b>	<b>(224,798)</b>	

**Service hours consistent with budget**

- 1) Pass revenues less than budget for the year to date. Pass revenues were incorrectly budgeted, and did not include a reduction for resident fare free. Revenues are expected to be under budget all year.
- 2) Partner program revenue is under budget due to changes to Fairmont contract rates after budget was finalized.
- 3) Advertising expenses are under budget but based on actual expenses to date.
- 4) Contract services under budget mostly due to minimal security fees compared to budgeted amounts.
- 5) Fuel expenses are under budget due to a higher % electric buses being used on this route compared to original budgeted amounts, and the cost savings compared to diesel.
- 6) Software is over budget. Hopthru ridership analytics error and annual fee for 22/23 was all not billed until June 2023 at the same time as 23/24 invoice
- 7) Staff expenses are under budget. Most expenses in this category are under budget.
- 8) Vehicle expenses are significantly over budget. Overall TOB vehicle maintenance billing is \$230,000 over budget year to date. As discussed earlier in the year there was a substantial increase in the rate billed to TOB mechanics that was not budgeted. We expect this to continue to be over budget for the remainder of the year.
- 9) All wages are slightly under or consistent with budget with the exception of driver wages which are approximately \$30K over budget. With the busy pre-summer training season summer season over this is expected to be closer to budget by year end.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 2 - Banff Local Tunnel Mtn</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 38.54	\$ 49.79	-22.6%	\$ 47.01
Gross Cost per Service Hour	\$ 138.86	\$ 138.79	0.0%	\$ 145.64
Direct Operating Cost per Service Hour	\$ 109.44	\$ 106.97	2.3%	\$ 108.18
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 24.34	\$ 24.50	-0.7%	\$ 30.93
Net Cost per Service Hour (CUTA)	\$ 75.98	\$ 64.50	17.8%	\$ 67.71
% Cost Recovery (CUTA)	34%	44%		41%
Gross cost per KM	\$ 9.52	\$ 10.73		\$ 11.63
Route KM	138,285	121,764		83,660
Ridership	580,786	521,873	11.3%	350,952
Service Hours	9,476	9,416	0.6%	6,683
Ridership per Service Hour	61	55	10.6%	53

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

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	254,887	297,820	86%	351,783	300,023	117%	412,965	303,519	136%	1,019,635	901,362	113%
Marketing & Advertising Revenue	1,125	3,150	36%	3,433	3,173	108%	4,636	3,210	144%	9,194	9,533	96%
Partner Programs	456	750	61%	1,360	750	181%	750	750	0%	1,816	2,250	81%
Requisitions - Operating	129,560	129,560	100%	115,522	115,522	100%	97,324	97,324	100%	342,406	342,406	100%
<b>Total Income</b>	<b>386,028</b>	<b>431,280</b>	<b>90%</b>	<b>472,098</b>	<b>419,468</b>	<b>113%</b>	<b>514,925</b>	<b>404,803</b>	<b>127%</b>	<b>1,373,051</b>	<b>1,255,551</b>	<b>109%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	3,087	7,814	40%	4,109	7,870	52%	3,316	7,962	42%	10,512	23,646	44%
Contracted Services / Professional Fees	2,360	2,100	112%	2,215	2,116	105%	1,842	2,137	86%	6,417	6,353	101%
Fuel Expense	51,018	70,734	72%	50,722	71,256	71%	52,285	72,086	73%	154,025	214,076	72%
General Operating Expenses	5,798	4,928	118%	7,059	4,965	142%	6,160	5,023	123%	19,017	14,916	127%
Infrastructure Maintenance	1,585	1,393	114%	1,297	1,402	93%	1,402	1,418	99%	4,284	4,213	102%
Insurance Expense	6,046	5,605	108%	6,046	5,601	108%	6,046	5,601	108%	18,137	16,807	108%
Software Fees & Licences	5,890	4,852	121%	8,873	4,886	182%	7,725	4,945	156%	22,489	14,683	153%
Staff, Training, Travel & Meals	2,674	2,449	109%	3,370	2,469	136%	1,568	2,499	63%	7,613	7,417	103%
Transit storage facility	15,016	14,586	103%	10,889	14,604	75%	11,061	14,628	76%	36,966	43,818	84%
Vehicle Expenses	104,028	69,929	149%	80,851	70,444	115%	82,657	71,263	116%	267,536	211,636	126%
Wages & Benefits	189,522	246,865	77%	226,482	233,823	97%	250,603	217,213	115%	666,606	697,901	96%
<b>Total Expenses</b>	<b>387,024</b>	<b>431,255</b>	<b>90%</b>	<b>401,911</b>	<b>419,436</b>	<b>96%</b>	<b>424,664</b>	<b>404,775</b>	<b>105%</b>	<b>1,213,599</b>	<b>1,255,466</b>	<b>97%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(997)</b>	<b>25</b>		<b>70,188</b>	<b>32</b>		<b>90,261</b>	<b>28</b>		<b>159,452</b>	<b>85</b>	
Amortization Expense	40,611	40,611	100%	40,611	40,611	100%	40,611	40,611	100%	121,833	121,833	100%
<b>Net Income</b>	<b>(41,608)</b>	<b>(40,586)</b>		<b>29,577</b>	<b>(40,579)</b>		<b>49,650</b>	<b>(40,583)</b>		<b>37,619</b>	<b>(121,748)</b>	

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**Route 3 NSLR increases in service hours did not happen until the end of March, but were budgeted from Jan onwards. Service hours are slightly below budget**

- 1) Pass revenues over budget for the year to date. Strong revenues and ridership, and we expect this to continue throughout the summer.
- 2) Advertising expenses are under budget but based on actual expenses to date.
- 3) Fuel costs are below budget. Service hours are below budget, and 3C is predominately using an electric bus which has significant costs savings compared to diesel.
- 4) General operating expenses are over budget. Mostly due to increases in moneris bank fees from increased sales.
- 5) Software is over budget. Hopthru ridership analytics error and annual fee for 22/23 was all not billed until June 2023 at the asame time as 23/24 invoice
- 6) Vehicle expenses are significantly over budget. Overall TOB vehicle maintenance billing is \$230,000 over budget year to date. As discussed earlier in the year there was a substantial increase in the rate billed to TOB mechanincs that was not budgeted. We expect this to continue to be over budget for the remainder of the year.
- 7) All wages are slightly under budget. Driver wages are under budget due to service hours being under budget.



**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 3 - Canmore / Banff Regional</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 97.60	\$ 84.85	15.0%	\$ 96.52
Gross Cost per Service Hour	\$ 132.15	\$ 135.92	-2.8%	\$ 143.02
Direct Operating Cost per Service Hour	\$ 114.92	\$ 116.65	-1.5%	\$ 121.83
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 12.15	\$ 11.94	1.7%	\$ 14.65
Net Cost per Service Hour (CUTA)	\$ 22.40	\$ 39.13	-42.8%	\$ 31.85
% Cost Recovery (CUTA)	81%	68%		75%
Gross cost per KM	\$ 3.39	\$ 3.26		\$ 3.58
Route KM	411,308	448,767		317,930
Ridership	211,776	245,044	-13.6%	139,122
Service Hours	10,560	10,762	-1.9%	7,955
Ridership per Service Hour	20	23	-11.9%	17

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

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	-			7,466	4,754	157%	19,184	8,746	219%	26,650	13,500	197%
Marketing & Advertising Revenue				534			1,074			1,608	-	
Recoveries - Operating (non-members)	25,776	23,406	110%	61,872	80,213	77%	90,986	117,569	77%	178,634	221,188	81%
<b>Total Income</b>	<b>25,776</b>	<b>23,406</b>	<b>110%</b>	<b>69,872</b>	<b>84,967</b>	<b>82%</b>	<b>111,244</b>	<b>126,315</b>	<b>88%</b>	<b>206,892</b>	<b>234,688</b>	<b>88%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	117	0		572	1,144	50%	691	2,103	33%	1,380	3,247	42%
Contracted Services / Professional Fees	241	270	89%	381	223	171%	320	411	78%	942	904	104%
General Operating Expenses	28	0		290	281	103%	604	519	116%	922	800	115%
Infrastructure Maintenance	186	0		243	560	43%	305	1,033	30%	734	1,593	46%
Insurance Expense	1,524	1,347	113%	1,524	1,347	113%	1,524	1,347	113%	4,572	4,041	113%
Software Fees & Licences	443	0		2,189	2,522	87%	2,234	4,641	48%	4,865	7,163	68%
Staff, Training, Travel & Meals	1,402	0		1,208	1,466	82%	708	2,691	26%	3,317	4,157	80%
Transit storage facility	3,358	1,296	259%	3,082	2,303		3,113	3,149		9,553	6,748	142%
Vehicle Expenses	6,530	6,000	109%	11,894	13,576	88%	14,535	21,299	68%	32,960	40,875	81%
Wages & Benefits	12,788	14,493	88%	32,930	46,911	70%	65,365	64,341	102%	111,082	125,745	88%
<b>Total Expenses</b>	<b>26,616</b>	<b>23,406</b>	<b>114%</b>	<b>55,561</b>	<b>72,627</b>	<b>77%</b>	<b>91,811</b>	<b>105,754</b>	<b>87%</b>	<b>173,988</b>	<b>201,787</b>	<b>86%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(840)</b>	<b>-</b>		<b>14,311</b>	<b>12,340</b>		<b>19,433</b>	<b>20,561</b>		<b>32,904</b>	<b>32,901</b>	
Amortization Expense				12,339	12,339	100%	20,565	20,565	100%	32,904	32,904	100%
<b>Net Income</b>	<b>(840)</b>	<b>-</b>		<b>1,972</b>	<b>1</b>		<b>(1,132)</b>	<b>(4)</b>		<b>-</b>	<b>(3)</b>	

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Service hours consistent with budget

1) Recoveries based on actual net expenses.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 4 - Cave &amp; Basin</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 20.57	\$ 11.65	76.6%	\$ 8.07
Gross Cost per Service Hour	\$ 156.32	\$ 210.53	-25.7%	\$ 121.90
Direct Operating Cost per Service Hour	\$ 126.67	\$ 174.18	-27.3%	\$ 96.52
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 24.57	\$ 29.02	-15.3%	\$ 18.84
Net Cost per Service Hour (CUTA)	\$ 111.18	\$ 169.85	-34.5%	\$ 94.99
% Cost Recovery (CUTA)	16%	6%		8%
Gross cost per KM	\$ 17.79	\$ 13.48		\$ 10.25
Route KM	12,067			
Ridership	27,605	24,543	12.5%	23,739
Service Hours	1,374	1,159	18.6%	1,363
Ridership per Service Hour	20	21	-5.1%	17

Bow Valley Regional Transit Services Commission Route 5 - Canmore Local												
	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Marketing & Advertising Revenue	850	2,876	30%	2,203	2,909	76%	2,426	2,941	83%	5,479	8,726	63%
Requisitions - Operating	337,855	337,855	100%	331,980	331,980	100%	324,465	324,465	100%	994,300	994,300	100%
<b>Total Income</b>	<b>338,705</b>	<b>340,731</b>	<b>99%</b>	<b>334,183</b>	<b>334,889</b>	<b>100%</b>	<b>326,891</b>	<b>327,406</b>	<b>100%</b>	<b>999,779</b>	<b>1,003,026</b>	<b>100%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	1,801	6,915	26%	3,489	6,992	50%	2,726	7,069	39%	8,016	20,976	38%
Contracted Services / Professional Fees	3,030	5,939	51%	2,674	6,004	45%	2,420	6,074	40%	8,124	18,017	45%
Fuel Expense	35,889	35,537	101%	34,461	35,933	96%	36,778	36,328	101%	107,128	107,798	99%
General Operating Expenses	1,869	2,235	84%	1,272	2,255	56%	1,426	2,283	62%	4,567	6,773	67%
Infrastructure Maintenance	1,325	4,470	30%	972	4,517	22%	1,152	4,567	25%	3,448	13,554	25%
Insurance Expense	6,353	6,777	94%	6,353	6,777	94%	6,353	6,777	94%	19,058	20,331	94%
Software Fees & Licences	5,433	5,617	97%	8,516	5,679	150%	7,013	5,742	122%	20,963	17,038	123%
Staff, Training, Travel & Meals	2,320	3,175	73%	3,067	3,214	95%	1,428	3,248	44%	6,814	9,637	71%
Transit storage facility	3,364	1,501	224%	3,531	1,517	233%	3,441	1,534	224%	10,337	4,552	227%
Vehicle Expenses	94,698	64,014	148%	73,632	64,720	114%	75,070	65,432	115%	243,400	194,166	125%
Wages & Benefits	173,377	204,550	85%	188,370	197,279	95%	213,235	188,358	113%	574,981	590,187	97%
<b>Total Expenses</b>	<b>329,457</b>	<b>340,730</b>	<b>97%</b>	<b>326,337</b>	<b>334,887</b>	<b>97%</b>	<b>351,041</b>	<b>327,412</b>	<b>107%</b>	<b>1,006,835</b>	<b>1,003,029</b>	<b>100%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>9,248</b>	<b>1</b>		<b>7,846</b>	<b>2</b>		<b>(24,150)</b>	<b>(6)</b>		<b>(7,056)</b>	<b>(3)</b>	
Amortization Expense	44,955	44,955	100%	44,955	44,955	100%	44,955	44,955	100%	134,865	134,865	100%
<b>Net Income</b>	<b>(35,707)</b>	<b>(44,954)</b>		<b>(37,109)</b>	<b>(44,953)</b>		<b>(69,105)</b>	<b>(44,961)</b>		<b>(141,921)</b>	<b>(134,868)</b>	

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Route 5 under in service hours by approximately 500 hours. NSLR increases in service hours did not happen until the end of March, but were budgeted from Jan onwards.

1) Advertising expenses are under budget but based on actual expenses to date.

2) Contract expenses under budget due to cleaning being below budgeted amounts.

3) Fuel expenses are on target with budget when they should be under. Even though service hours are under to date route 5 has not been using electric bus as anticipated, so not seeing cost savings from electric bus.

4) Infrastructure maintenance below budget. Minimal major infrastructure/signage changeover paid to date. Might see more expenses here later in the year.

5) Software is over budget. Hopthru ridership analytics error and annual fee for 22/23 was all not billed until June 2023 at the same time as 23/24 invoice

6) Vehicle expenses are significantly over budget. Overall TOB vehicle maintenance billing is \$230,000 over budget year to date. As discussed earlier in the year there was a substantial increase in the rate billed to TOB mechanics that was not budgeted. We expect this to continue to be over budget for the remainder of the year.

7) All wages are slightly under budget. Driver wages are under budget due to service hours being under budget.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 5 - Canmore Local</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 0.59	\$ 0.89	-33.6%	\$ 3.86
Gross Cost per Service Hour	\$ 128.48	\$ 123.73	3.8%	\$ 132.11
Direct Operating Cost per Service Hour	\$ 108.29	\$ 102.06	6.1%	\$ 109.79
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 15.12	\$ 14.34	5.4%	\$ 15.79
Net Cost per Service Hour (CUTA)	\$ 112.78	\$ 108.50	3.9%	\$ 112.46
% Cost Recovery (CUTA)				
Gross cost per KM	\$ 5.19	\$ 6.21		\$ 8.01
Route KM	230,107	195,820		121,727
Ridership	229,940	133,002	72.9%	122,442
Service Hours	9,298	9,828	-5.4%	7,382
Ridership per Service Hour	25	14	82.7%	17

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

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales				16,477	9,883	167%	42,507	18,588	229%	58,984	28,471	207%
Marketing & Advertising Revenue				728			1,365			2,093	-	
Partner Programs				6,563	7,500	88%	24,821	12,500	199%	31,384	20,000	157%
Recoveries - Operating (non-members)	52,664	49,226	107%	185,995	233,311	80%	292,164	361,546	81%	530,824	644,083	82%
<b>Total Income</b>	<b>52,664</b>	<b>49,226</b>	<b>107%</b>	<b>209,764</b>	<b>250,694</b>	<b>84%</b>	<b>360,857</b>	<b>392,634</b>	<b>92%</b>	<b>623,285</b>	<b>692,554</b>	<b>90%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	136			1,096	1,997	55%	1,325	3,756	35%	2,557	5,753	44%
Contracted Services / Professional Fees	638	1,122	57%	965	541	178%	760	1,014	75%	2,363	2,677	88%
Fuel Expense	0			6,024	14,869	41%	19,694	27,968	70%	25,719	42,837	60%
General Operating Expenses	68			616	688	90%	1,214	1,295	94%	1,898	1,983	96%
Infrastructure Maintenance	450			537	1,131	47%	655	2,128	31%	1,642	3,259	50%
Insurance Expense	2,989	3,906	77%	5,073	3,906	130%	4,031	3,906	103%	12,093	11,718	103%
Software Fees & Licences	1,409			5,211	5,125	102%	5,188	9,641	54%	11,808	14,766	80%
Staff, Training, Travel & Meals	3,394			2,922	2,534	115%	1,711	4,760	36%	8,027	7,294	110%
Transit storage facility	6,960	2,592	269%	6,147	4,579		6,306	6,328		19,412	13,499	144%
Vehicle Expenses	10,130	9,000	113%	26,373	27,560	96%	34,803	46,198	75%	71,306	82,758	86%
Wages & Benefits	28,527	32,606	87%	76,701	111,596	69%	158,114	158,691	100%	263,341	302,893	87%
<b>Total Expenses</b>	<b>54,700</b>	<b>49,226</b>	<b>111%</b>	<b>131,664</b>	<b>174,526</b>	<b>75%</b>	<b>233,800</b>	<b>265,685</b>	<b>88%</b>	<b>420,165</b>	<b>489,437</b>	<b>86%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(2,037)</b>	<b>-</b>		<b>78,099</b>	<b>76,168</b>		<b>127,057</b>	<b>126,949</b>		<b>203,120</b>	<b>203,117</b>	
Amortization Expense				76,170	76,170	100%	126,950	126,950	100%	203,120	203,120	100%
<b>Net Income</b>	<b>(2,037)</b>	<b>-</b>		<b>1,929</b>	<b>(2)</b>		<b>107</b>	<b>(1)</b>		<b>-</b>	<b>(3)</b>	

Service hours consistent with budget

1) Recoveries based on actual net expenses.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 6 - Lake Minnewanka</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 30.00	\$ 17.42	72.2%	\$ 24.53
Gross Cost per Service Hour	\$ 207.93	\$ 256.80	-19.0%	\$ 161.59
Direct Operating Cost per Service Hour	\$ 136.33	\$ 175.87	-22.5%	\$ 119.30
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 66.52	\$ 73.61	-9.6%	\$ 35.75
Net Cost per Service Hour (CUTA)	\$ 111.41	\$ 165.78	-32.8%	\$ 101.31
% Cost Recovery (CUTA)	21%	10%		19%
Gross cost per KM	6.32	\$ 5.01		\$ -
Route KM	101,397			
Ridership	88,623	42,299	109.5%	65,254
Service Hours	3,082	2,783	10.7%	3,059
Ridership per Service Hour	29	15	89.2%	21

**Bow Valley Regional Transit Services Commission  
Route 8 - Lake Louise / Banff Regional Winter**

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total			
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	
<b>Income</b>													
Bus Pass Sales	213,031	132,306	161%	139,885	72,035	194%	78,623	19,111		431,539	223,452	193%	1
Marketing & Advertising Revenue				400			480			880	-		
Recoveries - Operating (non-members)				57,816						57,816	-		2
Requisitions - Operating	53,198	53,248	100%	31,683	31,683	100%	11,783	11,783	100%	96,664	96,714	100%	
<b>Total Income</b>	<b>266,229</b>	<b>185,554</b>	<b>143%</b>	<b>229,784</b>	<b>103,718</b>	<b>222%</b>	<b>90,886</b>	<b>30,894</b>	<b>294%</b>	<b>586,899</b>	<b>320,166</b>	<b>183%</b>	
<b>Expenses</b>													
Advertising & Marketing Expenses	1,179	3,194	37%	216	1,739	12%	78	461	17%	1,473	5,394	27%	3
Contracted Services / Professional Fees	1,213	1,231	99%	938	670	140%	224	177	127%	2,375	2,078	114%	
Fuel Expense	31,088	31,665	98%	20,791	17,240	121%	4,051	4,574	89%	55,930	53,479	105%	4
General Operating Expenses	5,291	2,883	184%	3,098	1,569	197%	1,993	415	480%	10,382	4,867	213%	5
Infrastructure Maintenance	730	1,850	39%	180	1,008	18%	205	267	77%	1,115	3,125	36%	
Insurance Expense	1,494	1,302	115%	1,494	1,302	115%	1,494	1,302	115%	4,483	3,906	115%	
Software Fees & Licences	2,163	2,235	97%	2,398	1,215	197%	1,421	323	440%	5,981	3,773	159%	
Staff, Training, Travel & Meals	486	1,572	31%	88	858	10%	26	228	11%	600	2,658	23%	
Transit storage facility	7,257	4,357	167%	4,925	4,038		4,758	3,756		16,939	12,151	139%	
Vehicle Expenses	49,566	30,012	165%	27,088	17,218	157%	13,285	6,147	216%	89,938	53,377	168%	6
Wages & Benefits	108,799	105,254	103%	94,700	56,861	167%	1,167	13,244	9%	204,666	175,359	117%	7
<b>Total Expenses</b>	<b>209,265</b>	<b>185,555</b>	<b>113%</b>	<b>155,918</b>	<b>103,718</b>	<b>150%</b>	<b>28,700</b>	<b>30,894</b>	<b>93%</b>	<b>393,883</b>	<b>320,167</b>	<b>123%</b>	
<b>Surplus / Deficiency Prior to Amortization</b>	<b>56,963</b>	<b>(1)</b>		<b>73,866</b>	<b>-</b>		<b>62,186</b>	<b>-</b>		<b>193,016</b>	<b>(1)</b>		
Amortization Expense	24,282	24,282	100%	12,141	12,141	100%	4,047	4,047	100%	40,470	40,470	100%	
<b>Net Income</b>	<b>32,681</b>	<b>(24,283)</b>		<b>61,725</b>	<b>(12,141)</b>		<b>58,139</b>	<b>(4,047)</b>		<b>152,546</b>	<b>(40,471)</b>		

Route 8 over in service hours by approximately 760 due to additional bus being added at the beginning on March, and again from Sept 18.

1) Pass sales well over budgeted amounts. Very strong sales and ridership, and addition of the extra bus.

2) Parks billing for extra bus. Billed per service hour based on variable costs and portion of revenue per service hour.

3) Advertising expenses are under budget but based on actual expenses to date.

4) Fuel over budget due to increased service hours. However actual per liter costs are much less than budget, so difference mostly equals itself out.

5) General operating expenses are over budget due to moneris fees from increased sales.

6) Vehicle expenses are significantly over budget. Due to combination of additional service hours and overall TOB vehicle maintenance billing is \$230,000 over budget year to date. As discussed earlier in the year there was a substantial increase in the rate billed to TOB mechanincs that was not budgeted. We expect this to continue to be over budget for the remainder of the year.

7) Wages over budget due to additional service hours.



**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 8 - Lake Louise / Banff Regional Winter</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 132.20	\$ 89.10	48.4%	\$ 90.90
Gross Cost per Service Hour	\$ 138.48	\$ 151.74	-8.7%	\$ 147.66
Direct Operating Cost per Service Hour	\$ 120.42	\$ 127.66	-5.7%	\$ 131.37
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 12.98	\$ 16.76	-22.5%	\$ 9.76
Net Cost per Service Hour (CUTA)	\$ (6.70)	\$ 45.89	-114.6%	\$ 47.01
% Cost Recovery (CUTA)	105%	66%		66%
Gross cost per KM	\$ 2.85	\$ 2.99		\$ 3.29
Route KM	158,920	127,099		112,407
Ridership	51,639	30,272	70.6%	24,331
Service Hours	3,271	2,508	30.4%	2,508
Ridership per Service Hour	16	12	30.8%	10

Bow Valley Regional Transit Services Commission Route 8X - Lake Louise / Banff Regional Summer Express												
	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales				357,141	179,581	199%	926,216	337,784	274%	1,283,357	517,365	248%
Marketing & Advertising Revenue				375			480			855	-	
Recoveries - Operating (non-members)	87,938	53,597	164%	10,619	148,883	7%	(98,557)	199,311	-49%	-	401,791	0%
Requisitions - Operating	0	25,978	0%		72,158	0%		96,599	0%	-	194,735	0%
<b>Total Income</b>	<b>87,938</b>	<b>79,575</b>	<b>111%</b>	<b>368,135</b>	<b>400,622</b>	<b>92%</b>	<b>828,139</b>	<b>633,694</b>	<b>131%</b>	<b>1,284,212</b>	<b>1,113,891</b>	<b>115%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	56	0		1,161	5,086	23%	1,224	9,564	13%	2,441	14,650	17%
Contracted Services / Professional Fees	993	1,734	57%	1,689	1,446	117%	1,232	2,720	45%	3,914	5,900	66%
Fuel Expense	0	0		24,120	42,967	56%	56,784	80,824	70%	80,904	123,791	65%
General Operating Expenses	208	0		14,123	3,769	375%	23,806	7,088	336%	38,137	10,857	351%
Infrastructure Maintenance	673	0		3,270	1,088	301%	4,119	2,051	201%	8,061	3,139	257%
Insurance Expense	4,619	5,325	87%	6,703	5,325	126%	5,661	5,325	106%	16,983	15,975	106%
Software Fees & Licences	1,619	0		7,502	8,122	92%	8,050	15,277	53%	17,170	23,399	73%
Staff, Training, Travel & Meals	5,821	0		5,852	7,018	83%	3,334	13,205	25%	15,007	20,223	74%
Transit storage facility	9,499	6,246	152%	8,261	8,894	93%	8,811	11,226	78%	26,572	26,366	101%
Vehicle Expenses	9,543	12,000	80%	54,178	43,935	123%	77,227	75,115	103%	140,947	131,050	108%
Wages & Benefits	58,139	54,270	107%	149,286	181,377	82%	307,730	258,645	119%	515,155	494,292	104%
<b>Total Expenses</b>	<b>91,169</b>	<b>79,575</b>	<b>115%</b>	<b>276,145</b>	<b>309,027</b>	<b>89%</b>	<b>497,978</b>	<b>481,040</b>	<b>104%</b>	<b>865,292</b>	<b>869,642</b>	<b>99%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>(3,232)</b>	<b>-</b>		<b>91,990</b>	<b>91,595</b>		<b>330,162</b>	<b>152,654</b>		<b>418,920</b>	<b>244,249</b>	
Amortization Expense		-		91,593	91,594	100%	152,655	152,657	100%	244,248	244,251	100%
<b>Net Income</b>	<b>(3,232)</b>	<b>-</b>		<b>397</b>	<b>1</b>		<b>177,507</b>	<b>(3)</b>		<b>174,672</b>	<b>(2)</b>	

Route 8X over in service hours of approximately 600 hours. Addition of 8XD which is a combination of 8X and lake louise local hours. Rt 11 expenses and revenue tracked in separate class.

1) Revenues well over budget due to record ridership levels

2) Recoveries based on actual net expenses. Parks overall allocation for LLB summer routes is in 8S/9 and Rt 11 due to strong pass revenues on this route.

3) Allocation ID#9 contriubtion not adjusted for until year end

4) Advertising expenses are under budget but based on actual expenses to date.

5) Fuel should be over budget due to increased service hours. However actual per liter costs are much less than budget. Net result is under budget.

6) General operating expenses are over budget due to moneris fees from increased sales.

7) Vehicle expenses are significantly over budget. Due to combination of additional service hours and overall TOB vehicle maintenance billing is \$230,000 over budget year to date. As discussed earlier in the year there was a substantial increase in the rate billed to TOB mechanincs that was not budgeted. We expect this to continue to be over budget for the remainder of the year.

7) Wages over budget due to additional service hours.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

Route 8X - Lake Louise / Banff Regional Express - Summer	January - September 2023			
	2023	2023	COMP	2022
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 239.85	\$ 108.94	120.2%	\$ 143.62
Gross Cost per Service Hour	\$ 212.92	\$ 242.49	-12.2%	\$ 187.64
Direct Operating Cost per Service Hour	\$ 161.61	\$ 183.11	-11.7%	\$ 132.28
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 46.23	\$ 52.05	-11.2%	\$ 48.83
Net Cost per Service Hour (CUTA)	\$ (73.16)	\$ 81.50	-189.8%	\$ (4.81)
% Cost Recovery (CUTA)	144%	57%		103%
Gross cost per KM	\$ 4.03	\$ 3.06		\$ -
Route KM	283,191			
Ridership	144,117	88,544	62.8%	85,236
Service Hours	5,354	4,749	12.7%	4,689
Ridership per Service Hour	27	19	44.4%	18

Bow Valley Regional Transit Services Commission Route 9 - Johnson Canyon												
	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	11,274			45,613	34,537		83,498	75,651		140,384	110,188	
Marketing & Advertising Revenue		0		679			901			1,580	-	
Recoveries - Operating (non-members)	45,044	15,193	296%	74,082	45,052	164%	(55,721)	67,843	-82%	63,406	128,088	50%
Requisitions - Operating		12,680	0%		37,601	0%		56,625	0%	-	106,906	0%
<b>Total Income</b>	<b>56,318</b>	<b>27,873</b>	<b>202%</b>	<b>120,374</b>	<b>117,190</b>	<b>103%</b>	<b>28,678</b>	<b>200,119</b>	<b>14%</b>	<b>205,370</b>	<b>345,182</b>	<b>59%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	14	0		2,324	1,179	197%	910	2,582	35%	3,248	3,761	86%
Contracted Services / Professional Fees	323	510	63%	530	253	209%	493	555	89%	1,346	1,318	102%
Fuel Expense	4,806	0		7,130	7,994	89%	15,372	17,508	88%	27,308	25,502	107%
General Operating Expenses	337	0		1,110	834	133%	1,360	1,829	74%	2,807	2,663	105%
Infrastructure Maintenance	196	0		654	252	260%	344	552	62%	1,193	804	148%
Insurance Expense	2,242	2,604	86%	3,194	2,604	123%	2,718	2,604	104%	8,154	7,812	104%
Software Fees & Licences	767	0		3,614	3,165	114%	3,148	6,932	45%	7,529	10,097	75%
Staff, Training, Travel & Meals	1,479	0		1,326	1,562	85%	774	3,421	23%	3,579	4,983	72%
Transit storage facility	5,284	1,728	306%	4,095	2,849	144%	4,111	4,183	98%	13,489	8,760	154%
Vehicle Expenses	7,406	6,000	123%	13,585	12,948	105%	19,841	23,978	83%	40,833	42,926	95%
Wages & Benefits	31,262	17,034	184%	50,961	49,204	104%	87,515	78,727	111%	169,738	144,965	117%
<b>Total Expenses</b>	<b>54,115</b>	<b>27,876</b>	<b>194%</b>	<b>88,523</b>	<b>82,844</b>	<b>107%</b>	<b>136,586</b>	<b>142,871</b>	<b>96%</b>	<b>279,224</b>	<b>253,591</b>	<b>110%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>2,203</b>	<b>(3)</b>		<b>31,851</b>	<b>34,346</b>		<b>(107,908)</b>	<b>57,248</b>		<b>(73,854)</b>	<b>91,591</b>	
Amortization Expense		-		34,350	34,350	100%	57,250	57,250	100%	91,600	91,600	100%
<b>Net Income</b>	<b>2,203</b>	<b>(3)</b>		<b>(2,499)</b>	<b>(4)</b>		<b>(165,158)</b>	<b>(2)</b>		<b>(165,454)</b>	<b>(9)</b>	

Route 9 approximately 450 service hours more than budget. Route running weekends during winter which was not included in budgeted service hours.

- 1) Pass revenues substantially over due to increased service hours.
- 2) Recoveries based on actual net expenses.
- 3) Allocation ID#9 contribution not adjusted for until year end
- 4) Fuel over budget due to increased service hours. However actual per liter costs are much less than budget, so difference mostly equals itself out.
- 5) Transit storage over budget due to increase in allocation in winter due to additional service hours.
- 6) Wages over budget due to additional service hours.

**Bow Valley Regional Transit Services Commission**  
**2023 Quarterly KPIs with 2022 Actuals**

<b>Route 9 - Johnston Canyon</b>	<b>January - September 2023</b>			
	<b>2023</b>	<b>2023</b>	<b>COMP</b>	<b>2022</b>
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>%</b>	<b>ACTUAL</b>
Revenue per Service Hour	\$ 79.35	\$ 82.23	-3.5%	\$ 66.08
Gross Cost per Service Hour	\$ 212.97	\$ 265.55	-19.8%	\$ 193.09
Direct Operating Cost per Service Hour	\$ 156.08	\$ 189.25	-17.5%	\$ 135.57
Overhead per Service Hour	\$ 5.08	\$ 7.33	-30.7%	\$ 6.53
Lease/Amortization per Service Hour	\$ 51.81	\$ 68.98	-24.9%	\$ 50.98
Net Cost per Service Hour (CUTA)	\$ 81.80	\$ 114.34	-28.5%	\$ 76.02
% Cost Recovery (CUTA)	49%	42%		47%
Gross cost per KM	4.71	\$ 5.37		\$ 4.97
Route KM	80,952			55,601
Ridership	28,901	17,121	68.8%	20,768
Service Hours	1,789	1,340	33.5%	1,430
Ridership per Service Hour	16	13	26.4%	15

Bow Valley Regional Transit Services Commission Route 8S - Lake Louise / Banff Regional Summer Scenic												
	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales				-	27,505	0%	49,206	51,736	95%	49,206	79,241	62%
Marketing & Advertising Revenue				320			480			800	-	
Recoveries - Operating (non-members)	28,621	13,888	206%	60,611	49,178	123%	(51,638)	72,243	-71%	37,595	135,309	28%
Requisitions - Operating		11,591	0%		41,045	0%		60,295	0%	-	112,931	0%
<b>Total Income</b>	<b>28,621</b>	<b>25,479</b>	<b>112%</b>	<b>60,931</b>	<b>117,728</b>	<b>52%</b>	<b>(1,951)</b>	<b>184,274</b>	<b>-1%</b>	<b>87,601</b>	<b>327,481</b>	<b>27%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses	14			67	1,490	4%	67	2,803	2%	148	4,293	3%
Contracted Services / Professional Fees	270	510	53%	291	388	75%	83	734	11%	644	1,632	39%
Fuel Expense					9,125	0%	2,938	17,167	17%	2,938	26,292	11%
General Operating Expenses	29			22	874	2%	1,456	1,648	88%	1,507	2,522	60%
Infrastructure Maintenance	191			276	319	86%	168	601	28%	635	920	69%
Insurance Expense	2,242	2,604	86%	3,194	2,604	123%	2,718	2,604	104%	8,154	7,812	104%
Software Fees & Licences	602			1,863	3,324	56%	2,025	6,254	32%	4,490	9,578	47%
Staff, Training, Travel & Meals	1,439			762	1,847	41%	450	3,477	13%	2,651	5,324	50%
Transit storage facility	3,979	1,728	230%	4,055	3,052	133%	3,952	4,218	94%	11,986	8,998	133%
Vehicle Expenses	6,403	6,000	107%	3,894	13,775	28%	3,445	22,149	16%	13,741	41,924	33%
Wages & Benefits	13,323	14,637	91%	13,909	46,583	30%	19,977	65,368	31%	47,208	126,588	37%
<b>Total Expenses</b>	<b>28,491</b>	<b>25,479</b>	<b>112%</b>	<b>28,333</b>	<b>83,381</b>	<b>34%</b>	<b>37,279</b>	<b>127,023</b>	<b>29%</b>	<b>94,103</b>	<b>235,883</b>	<b>40%</b>
<b>Net Operating Income</b>	<b>131</b>	<b>-</b>		<b>32,598</b>	<b>34,347</b>		<b>(39,230)</b>	<b>57,251</b>		<b>(6,501)</b>	<b>91,598</b>	
Amortization Expense		-		34,350.00	34,350.00	100%	57,250	57,250	100%	91,600	91,600	100%
<b>Net Income</b>	<b>131</b>	<b>-</b>		<b>(1,752)</b>	<b>(3)</b>		<b>(96,480)</b>	<b>1</b>		<b>(98,101)</b>	<b>(2)</b>	

Service hours were budgeted for the full summer, but actual service hours are weekends only starting in July.

1) Recoveries based on actual net expenses.

2) Allocation ID#9 contribution not adjusted for until year end

3) All expenses under budget due to reduced service hours except those that are allocated based on buses rather than service hours.

## Bow Valley Regional Transit Services Commission Route 10 - Moraine Lake

	Jan - Mar, 2023			Apr - Jun, 2023			Jul - Sep, 2023			Total		
	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget	Actual	Budget	% of Budget
<b>Income</b>												
Bus Pass Sales	(10)						39,581	18,301	216%	39,571	18,301	216%
Recoveries - Operating (non-members)	5,442.81	5,632.00	97%	5,452	3,533	154%	(5,470)	26,675	-21%	5,425	35,840	15%
<b>Total Income</b>	<b>5,433</b>	<b>5,632</b>	<b>96%</b>	<b>5,452</b>	<b>3,533</b>	<b>154%</b>	<b>34,111</b>	<b>44,976</b>	<b>76%</b>	<b>44,996</b>	<b>54,141</b>	<b>83%</b>
<b>Expenses</b>												
Advertising & Marketing Expenses							31	416	8%	31	416	8%
Contracted Services / Professional Fees							100	148	68%	100	148	68%
Fuel Expense							5,980	5,856	102%	5,980	5,856	102%
General Operating Expenses	12						1,131	239	473%	1,144	239	479%
Infrastructure Maintenance							93	267	35%	93	267	35%
Software Fees & Licences	53			75			124	250	50%	252	250	101%
Staff, Training, Travel & Meals							11	52	20%	11	52	20%
Transit storage facility	40						3					
Vehicle Expenses	135						4,774	5,090	94%	4,909	5,090	96%
Wages & Benefits	5,192	5,632	92%	5,378	3,533	152%	11,863	22,657	52%	22,433	31,822	70%
<b>Total Expenses</b>	<b>5,433</b>	<b>5,632</b>	<b>96%</b>	<b>5,452</b>	<b>3,533</b>	<b>154%</b>	<b>24,108</b>	<b>34,975</b>	<b>69%</b>	<b>34,994</b>	<b>44,140</b>	<b>79%</b>
<b>Surplus / Deficiency Prior to Amortization</b>	<b>0</b>	<b>-</b>		<b>(0)</b>	<b>-</b>		<b>10,003</b>	<b>10,001</b>		<b>10,003</b>	<b>10,001</b>	
Amortization Expense							10,000	10,000	100%	10,000	10,000	100%
<b>Net Income</b>	<b>0</b>	<b>-</b>		<b>(0)</b>	<b>-</b>		<b>3</b>	<b>1</b>		<b>3</b>	<b>1</b>	

1) Revenues much higher than budgeted amounts due to strong ridership.

2) Recoveries based on actual net expenses.

3) Wages under budget due to timing of pay period end dates and limited dates for this service.

# Bow Valley *Regional* Transit Services Commission



## ***Reserves Policy***

"... moves to approve the BVRTSC Reserve Policy as presented"



# Bow Valley Regional Transit Services Commission

## Reserves Policy – F8

Date Approved:

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### 1.0 POLICY STATEMENT

Bow Valley Regional Transit Services Commission (the Commission) maintains reserves on behalf of its members for:

- Planned future capital replacement
- Unexpected/unpredicted expenditures which would otherwise cause fluctuations in operating or capital budgets.
- Funding future projects

Administration will manage these reserves in a responsible manner and will use reserves funds solely for the intended purpose.

### 2.0 PURPOSE

The purpose of this policy is to provide guidelines for the establishment and management of the Commission reserves.

### 3.0 DEFINITIONS

- 3.1 Deferred capital contributions – an internally restricted balance designated to fund expenditures that are capital in nature.
- 3.2 Operating budget surplus – the excess of revenues over expenditures as compared to the annual operating budget approved by the Commissions board.
- 3.3 Operating budget deficit – the shortfall of revenues over expenditures as compared to the annual operating budget approved by the Commissions board.
- 3.4 Operating reserve – accumulation of annual operating budget surplus/deficit that from member routes that is internally restricted balance designated to stabilize the commissions operating financial requirements.
- 3.5 Committed amount – funds approved by the Commissions board to be applied towards specific expenditures.
- 3.6 General commission reserve – accumulation of net revenue from non-member routes. These funds are unrestricted.

### 4.0 PROCEDURES

#### 4.1 Operating reserves:

### Purpose

To provide funds for unexpected or unpredicted expenditures that are operating in nature, to subsidize unexpected or emergency expenditures, to smooth the impact of financial changes and to assist in funding future projects.

There is a specific operating reserve for each Commission member based on route and administration funding allocations.

### Source of funding

Allocation of annual route operating budget surpluses/deficits as approved by the Commission board. These balances can fluctuate annually based on a surplus or deficit being realized.

### Optimal balance

25% of current year member annual operating requisitions.

Annual deficits may result in the reserve funds going below the optimal balance. Administration will review on an annual basis to determine if any future action is required.

### Use of funds

Members can elect to use funds from this reserve if the balance less committed amounts will be greater than the optimal balance above after the specified expenditure.

Members can elect to use amounts for operating or capital projects that are outside of the previously approved annual operating and capital budgets.

Members can also elect to use balances to reduce annual operating requisitions to smooth operating budget fluctuations.

If the expenditure is going to effect more than one member's account, all reserve balances must adhere to the optimal balance restriction. If one member does not meet the optimal balance restriction above but would still like to move expenditure they will be invoiced for their share of the amount.

Members would have to provide administration with written direction from their council/administrative authority confirming that they are electing to use the funds.

## **4.2 Deferred capital contributions:**

### Purpose

To provide funds for planned future capital replacement. There is a specified deferred capital contribution account for each commission member based on asset funding allocations.

### Source of funding

Annual approved capital budget contributions and associated annual interest.

### Use of funds

Replacement of capital asset or major asset component parts.

Funds associated with assets or components may at some stage be negative if asset replacement was earlier than expected, or if replacement costs were higher than estimates. Administration will review on an annual basis to determine if any future increases to contributions are required.

#### **4.3 General Commission reserve:**

##### Purpose

To provide funds for future projects.

These funds are for general commission use, they are not specific to a particular member or restricted for a particular purpose.

##### Source of funding

Accumulation of net revenue from non-member routes.

##### Use of funds

This reserve can only be used for capital or operating Commission projects that benefit all Commission members.

#### **5.0 AUTHORITY**

The Chief Executive Officer (CEO) will have administrative authority for the reserve policy.

#### **6.0 GOVERNANCE**

Reserves balances will be reviewed annually by administration.

Transfers in and out of reserves will be approved annually by the Board.

Recommendations for any changes to or rescinding of this policy will be brought to the Board as required.

# Bow Valley *Regional* Transit Services Commission



## ***Commuter Incentive Program***

# Report to the Bow Valley Regional Transit Services Commission

## Report 2023–11.01 Commuter Regional Transit Incentive Program

October 31st, 2023 – Report by Martin Bean

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### SUMMARY/ ISSUE

Banff Council in 2023 had a New Service Level Request proposed to investigate the cost and feasibility of providing fare free transit for Banff residents on Canmore/Banff Regional and Banff/Lake Louise Regional service. At the October Commission meeting, this request was revised to consider alternatives that would be beneficial for commuters in all partner municipalities.

### PREVIOUS COMMISSION DIRECTION/POLICY

All riders on Routes 3 and 8 pay full fares, discounted depending on the passes that are purchased. Multi-use passes are available for 10 ride plus 1,3- and 6-month time-based passes.

#### Administration Recommendation:

The Commission endorse the proposed “Commuter Regional Transit Incentive Program” to be presented to partner Councils for consideration in 2025, following further research and refinement of the proposal by administration.

### INVESTIGATION

Administration was tasked with presenting a report with alternative(s) to the fare free regional transit proposal.

***BVRTSC23-062*** Corrie DiManno moves that fare free transit for Banff residents not be endorsed by the Commission at this time, and that administration investigate alternatives and report back to the Board in October

**CARRIED UNANIMOUSLY**

Subsequent to this request, administration explored alternatives, along with municipal partners, and are recommending that the Commission endorse a program that provides financial incentives to commuters to use transit if they are traveling between municipalities for work.

Capacity issues are present on some services as outlined below, however this option is anticipated to achieve the result of reduced vehicles and increased commuter traffic on transit without contributing to capacity challenges. The Commuter Regional Transit Incentive Program being proposed meets the goal outlined below from the previous report:

*“Providing fare free transit for residents on regional services is challenging due to capacity issues and the likelihood of induced demand pushing the need for increased service levels.*

# Report to the Bow Valley Regional Transit Services Commission

## Report 2023–11.01 Commuter Regional Transit Incentive Program

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*Roam is seeing overloads on all routes, primarily through the summer months. Route 8X is the most challenging as the demand is extremely high and frequency is not at the level of other routes. Route 3 does see overloads during peak demand time and fare free transit would exacerbate that challenge.*

*Administration believes that there are alternatives that are available to support movement of residents needing to move between the communities that would not tax the transit system and would be equitable between all partners.”*

Administration is proposing a plan that would enable commuters traveling between communities receive a discounted pass for regional transit. The discount being contemplated is in the range of 50% and costs for this pass would be borne by the community in which the employee works. This would achieve the benefit of reducing vehicular traffic on the highway and parking for extended periods in the core areas.

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

#### **Route 3 – Canmore/Banff Regional:**

Data is not precise as to how many commuters currently utilize transit to travel between the communities, however it would be in the region of 100 daily based on data below. The majority would use multi-ride passes, with some irregular commuters using cash. Between January and September of this year Roam has sold 896 multi-use smart cards and 2274 Token Transit multi-ride passes. These included 10-ride and 1-3-6 month passes.

Data collected between March and May of 2023 suggests that, during the regular commuting timeframe of 6am and 9:30am, 55% of commuters travel from Canmore residences to work in Banff, with 45% of commuters traveling the other direction.

Overall daily numbers indicate that travel between the communities is even, with similar numbers of passengers traveling on multi-use passes in each direction.

## Report to the Bow Valley Regional Transit Services Commission

### Report 2023–11.01 Commuter Regional Transit Incentive Program

October 31st, 2023 – Report by Martin Bean

<b>Route 3 Only</b>				
<b>Direction</b>	<b>Age Group</b>	<b>Riders Total</b>	<b>Riders Morning</b>	<b>%</b>
<b>Banff -&gt; Canmore</b>	Adult	2,383	928	<b>38.94%</b>
	Adult - Token Transit	10,192	1,893	<b>18.57%</b>
	Low Income	754	135	<b>17.90%</b>
	Partner Pass	164	28	<b>17.07%</b>
	Senior	135	66	<b>48.89%</b>
	Senior - Token Transit	46	7	<b>15.22%</b>
	Youth	665	29	<b>4.36%</b>
	Youth - Token Transit	322	38	<b>11.80%</b>
<b>Canmore -&gt; Banff</b>	Adult	2,465	635	<b>25.76%</b>
	Adult - Token Transit	10,605	2,788	<b>26.29%</b>
	Low Income	728	214	<b>29.40%</b>
	Partner Pass	170	88	<b>51.76%</b>
	Senior	133	11	<b>8.27%</b>
	Senior - Token Transit	44	15	<b>34.09%</b>
	Youth	662	59	<b>8.91%</b>
	Youth - Token Transit	413	106	<b>25.67%</b>
<b>Route 3 - Unknown</b>	Adult	385	134	<b>34.81%</b>
	Adult - Token Transit	1,712	405	<b>23.66%</b>
	Low Income	96	19	<b>19.79%</b>
	Partner Pass	35	15	<b>42.86%</b>
	Senior	18	3	<b>16.67%</b>
	Senior - Token Transit	10	2	<b>20.00%</b>
	Youth	125	12	<b>9.60%</b>
	Youth - Token Transit	74	12	<b>16.22%</b>
<b>Grand Total</b>		<b>32,336</b>	<b>7,642</b>	<b>23.63%</b>

Total multi-use passes Canmore to Banff between 6am and 9:30am = 3,916 (56%)

Total multi-use passes Banff to Canmore between 6am and 9:30am = 3,124 (44%)

Anticipated revenue numbers on Route 3 for 2023 are listed below, with total pass revenue at \$338,213, of which \$321,000 is attributed to commuters.

## Report to the Bow Valley Regional Transit Services Commission

### Report 2023–11.01 Commuter Regional Transit Incentive Program

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Route 3 Canmore/Banff Regional Passes Sold						
	Regular	Token Transit	Commuter Percentage	Pass Cost	Annualized Commuter Pass Sales	
10 ride	384	1,291	90%	\$ 50.00	\$	100,482
1 month	314	820	95%	\$ 80.00	\$	114,912
3 month	170	132	100%	\$192.00	\$	77,286
6 month	28	31	100%	\$360.00	\$	28,320
Total Passes Sold (Annualized)		4226			\$	321,000

Based on the percentages indicated above, this initiative would impact municipalities in lost revenue by:

Banff               \$89,880

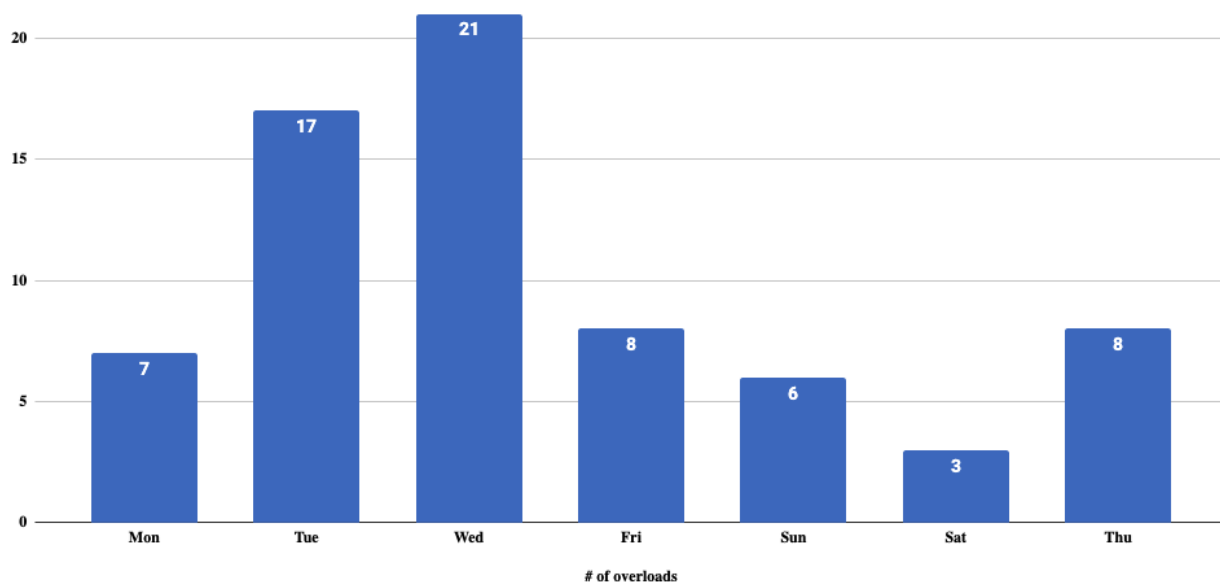
Canmore          \$70,620

It is predicted that increases in commuter ridership will occur based on the affordability factor, resulting in gained revenue as outlined below based on average pass revenue of \$40, mitigating the revenue lost.

10% commuter pass purchase increase:  $4226 + 10\% = 423 * \$40 = \$16,920$  increased revenue.

25% commuter pass purchase increase:  $4226 + 25\% = 1057 * \$40 = \$42,260$  increased revenue

Year to date overloads are low on Route 3 and additional pass use would not impact capacity in the near future.





## Report to the Bow Valley Regional Transit Services Commission

### Report 2023–11.01 Commuter Regional Transit Incentive Program

October 31st, 2023 – Report by Martin Bean

#### Route 8X Banff/Lake Louise Regional:

Route 8X has a very limited number of commuters due to staff accommodation being provided in Lake Louise for the majority of employees working there. It is anticipated that 95% of commuters are traveling from Banff to Lake Louise and not the other direction.

Below is ridership for the months of March – May using multi-ride passes on Route 8X. Without any definite measure to determine the split of 10-ride pass purchasers between commuters and others, it is assumed that 30% are commuters. The remainder would be locals traveling for sightseeing and hiking or visitors using a 10-ride pass for multiple visits or multiple family members.

Row Labels	Sum of Total Riders
<b>Banff -&gt; Lake Louise</b>	<b>483</b>
Adult	38
Senior - Token Transit	3
Adult - Token Transit	435
Youth - Token Transit	7
<b>Lake Louise -&gt; Banff</b>	<b>416</b>
Senior - Token Transit	4
Adult - Token Transit	397
Youth - Token Transit	15
<b>Unknown - Route 8</b>	<b>240</b>
Adult	10
Senior - Token Transit	7
Adult - Token Transit	213
Youth - Token Transit	10
<b>Grand Total</b>	<b>1139</b>

The financial impact of this initiative is outlined below:

Route 8X Banff/Lake Louise Passes Sold							
	Regular	Token Transit	Reservation System	Commuters	Annualized Commuter Passes	Pass Cost	Annualized Cost
10 ride	63	1,305	34	30%	577	\$ 65.00	\$ 36,452.00
1 month	7	49	19	100%	100	\$ 105.00	\$ 7,875.00
3 month		6	9	100%	20	\$ 252.00	\$ 3,780.00
6 month		3	5	100%	11	\$ 472.50	\$ 3,780.00
Annualized Commuter Passes			707				<b>\$ 51,887.00</b>

Based on the percentages indicated above, this initiative would impact municipalities in lost revenue by:

## Report to the Bow Valley Regional Transit Services Commission

### Report 2023–11.01 Commuter Regional Transit Incentive Program

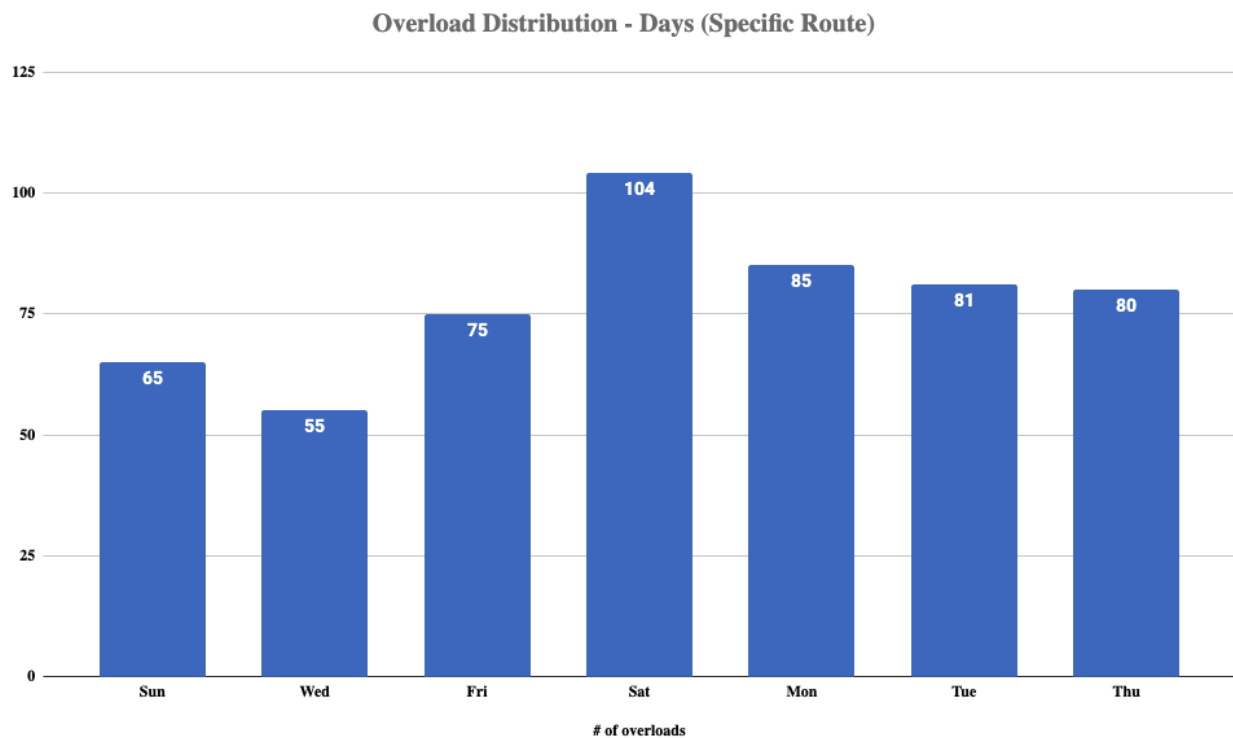
October 31st, 2023 – Report by Martin Bean

ID9/Parks Canada	\$24,646
Banff	\$1,297

It is predicted that increases in commuter ridership will occur based on the affordability factor, resulting in gained revenue as outlined below based on average pass revenue of \$40, mitigating the revenue lost.

10% commuter ridership increase:  $707 + 10\% = 71 * \$40 = \$2,840$  increased revenue.  
25% commuter ridership increase:  $707 + 25\% = 177 * \$40 = \$7,080$  increased revenue

Year to date overloads on Route 8X are extremely high and additional ridership would create challenges, particularly in the summer months:



Additional thoughts from one regular Roam rider (also in Banff Admin):

*“Based on a 50km round trip journey, using a typically average fuel consumption of about 9L/km, fuel price of \$1.45/L and a full-time worker, working 260 days/year, forgetting for a second (as most people making a decision about mode shift do) registration, insurance, maintenance and amortization, the cost of fuel alone to commute between our two communities, is around \$1700/year. If you are buying 6 monthly passes at \$360/6 months, then transit is already close to \$1000 cheaper per year than driving your own car to work. My point is, while financial incentives will likely help move some people across the “transit mode shift” line, there are other*

# Report to the Bow Valley Regional Transit Services Commission

## Report 2023–11.01 Commuter Regional Transit Incentive Program

October 31st, 2023 – Report by Martin Bean

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*reasons why people stick with their own car. If \$1000 savings a year hasn't already changed your mind, will \$360 more saving push you enough?*

*Convenience of stop location, total travel time, complex trips related to doing other thing to and from work like dropping kids off at day care, crowding of buses, convenient or seamless transfers from local to regional etc are all factors that play into people's decision making. While I'm not saying this report is a bad idea, on the contrary I think it's definitely worthy of consideration (even if I'm biased as I stand to personally benefit from it), I think we shouldn't lose sight of some of these other motivators, and work together to try and come up with ways to improve other aspects of the trip experience that will also result in meaningful increases in mode shift."*

### **BRAND IMPACT**

Offering discounted passes for regional travel would be positive for the Roam Brand as it increases accessibility for locals to use transit, and also reduces single vehicle travel between communities.

Should the discounted passes create additional capacity issues, the Roam Brand would be negatively impacted.

### **RISKS**

Risk of higher than anticipated costs due to significant increases in regional transit use.

Risk of capacity challenges at peak times if significant ridership gains are seen.

### **OPTIONS**

- Remove 10 ride passes from the commuter allocation, only considering monthly, 3 month and 6 month passes to be eligible. This would mitigate lost revenue by approximately \$42,000 on Route 3 and \$36,000 on Route 8X, however would eliminate non-daily commuters who may travel 2-3 days per week.
- Offer 25% discount to commuters instead of 50%, reducing financial impact by half.
- Research the option of revising the program to be contingent on employer contributions to match municipal contributions.

Attachments:

[Banff Commuter Strategies Report](#)