

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

111 Hawk Avenue and MS Teams

AGENDA

March 12th, 2025 2:00-4:00pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the February 12th, 2025 Regular Meeting Minutes (attached)
4. Old Business (including Standing Items)
 - a) CEO Report (For Information)
 - b) Bring Forward List of Pending Items (For Information)
 - c) Transit Service Monthly Statistics (For Information)
5. New Business
 - a) Doug Smith – Maintenance Program Manager (For Information Only)
 - b) Presentation of Amended Budget (Request for Decision)
 - c) Presentation of Year End Financials (Request for Decision)
 - d) Capital and Fleet Plan – Phase Two (Request for Decision)
 - e) Report on Route 8X Fare Increase (Request for Decision)
6. Next Regular Meeting – Wednesday April 9th, 2025 2- 4pm

To be held at: Canmore Protective Services Building (1021 Railway Avenue), and Microsoft Teams

Roam has two parking spots behind the building reserved. If you are not a Canmore resident, use those if you are driving. Canmore residents can use the other paid spots and use Blinky. If you are taking the bus, it is a 5 minute walk from the 9th Street Route 3 stop (or wait for 5C)

7. Adjournment

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

111 Hawk Avenue and MS Teams

MINUTES

February 12th, 2025 2:00-4:00pm

BOARD MEMBERS PRESENT

Grant Canning, Town of Banff (Vice Chair)
Tanya Foubert, Town of Canmore
Alex Parkinson, ID9
Barb Pelham, Town of Banff (Virtual)
Sean Krausert, Town of Canmore

BOARD MEMBERS ABSENT

Dave Schebek, ID9 (Chair)

BVRTSC ADMINISTRATION PRESENT

Martin Bean, CEO
Mel Booth, Director of Finance and Administration
Steve Nelson, Director of Service Delivery

ADMINISTRATION PRESENT

Danielle Duffy, ID9 (Virtual)
Patti Youngberg, Parks Canada
Adrian Field, Town of Banff (Virtual)

ADMINISTRATION ABSENT

Dwight Bourdin, Parks Canada
Daniella Rubeling, Parks Canada

PUBLIC PRESENT

Greg Colgan - Rocky Mountain Outlook (Virtual)

1. Call to Order

Grant Canning calls the meeting to order at 2:03PM

2. Approval of the Agenda

BVRTSC24-84 Alex Parkinson moves to approve the agenda as presented.

CARRIED UNANIMOUSLY

3. Minutes

Approval of the February 12th, 2024 Regular Meeting Minutes (attached)

BVRTSC24-85 Sean Krausert moves to approve the minutes as presented.

CARRIED UNANIMOUSLY

4. Old Business (including Standing Items)

a) CEO Report (For Information)

Grant Canning ask to Admin to bring back information/highlights from discussions around train service planning/discussions scheduled for end of February.

b) Bring Forward List of Pending Items (For Information)

c) Transit Service Monthly Statistics (For Information)

5. New Business

a) Updated Dillon Fleet and Facility Study Report (Request for Decision- Accept for Information)

BVRTSC24-86 Tanya Foubert moves to accept the updated report for information.

CARRIED UNANIMOUSLY

b) Rural Transit Solutions Fund (For Information and Later Decision)

Option #1

Apply to the Rural Transit Solutions Fund for building upgrades, including office space, enclosing the covered parking to be able to park an additional 20 buses inside, plus bypass lane and outside parking for an additional 20 buses. This would allow for the purchase of 1 additional bus.

Option #2

Apply to the Rural Transit Solutions Fund for building upgrades including only the office space and the additional parking for 20 buses, plus the bypass lane but not enclosing the existing covered parking. This would allow for the purchase of up to 4 additional buses

BVRTSC24-87 Sean Krausert moves that the Board direct administration to make applications to the Rural Transit Solutions Fund in alignment with "Option 2" as presented.

CARRIED UNANIMOUSLY

6. Next Regular Meeting – Wednesday March 12th, 2025 2- 4pm

To be held at: 111 Hawk Avenue, Banff, and Microsoft Teams

7. Adjournment

BVRTSC24-79 Tanya Foubert moves to adjourn the meeting at 3:10PM

CARRIED UNANIMOUSLY

CEO and Admin Report



March 2025

Financial:

- Questica Budget software has been purchased, and Melanie is in the process of planning the implementation process to ensure that it is in place and training completed prior to the commencement of the 2026 budgeting process.
- Our final claim submission for the conventional stream of the Rural Transit Solutions Fund has been submitted, closing that project. Three MCI D45 CRT highway coaches were purchased utilizing this funding.
- Finance has completed the 2024 audit process, with the results being presented by the BVRTSC's auditors, Avail Partners, at the April 9th meeting.

Transit Service Updates:

- In previous years, Town of Banff Bylaw Services has been contracted to provide security for Roam Transit, primarily from Tunnel Mountain areas at certain times of the year. At this point, they do not have the capacity to continue this service. As a result, a local security service has been contracted to assist drivers in addressing concerns related to public intoxication, drinking on buses, and other disruptive behaviors on Route 2. This initiative aims to enhance passenger and driver safety while ensuring a comfortable transit experience for all riders. Security personnel will be riding the route twice per week in the spring to support drivers in managing incidents, enforcing transit policies, and maintaining a respectful environment on board. In addition, Roam has been in contact with local hotels and hostels, which are also helping address the issue by communicating with their guests and staff about responsible transit use. By taking this collaborative and proactive approach, Roam Transit is committed to improving public transportation safety and upholding community standards.
- Roam Transit's replacement bus charging equipment is scheduled for delivery on Friday, March 7th. We are actively coordinating with the Town of Banff and our contracted electrician to ensure installation is completed as soon as possible. Our team is committed to minimizing any disruptions and keeping our transit services running smoothly.
- The Consat Automatic Passenger Counting (APC) system has now been successfully installed on all buses. Training for report generation is taking place today, March 5, 2025, ensuring staff can access and utilize passenger data effectively. Additionally, specialized training sessions for Dispatchers will be scheduled soon to provide them with the necessary tools and knowledge to optimize operations using the new system. Live bus passenger load information is now available to Dispatch, helping them make informed decisions and direct overload buses where needed.

- The OnIt contract has been signed for the upcoming summer, with service beginning on the May long weekend and continuing through the third week in September. Depending on ridership results by mid-summer, the service could be extended to the Thanksgiving weekend. The schedule has been finalized and OnIt will begin making their reservations available shortly.
- The operations team is focusing on preparing for summer operations, with scheduling and optimizing shift planning being a primary area of focus. The team has polled season drivers as to their return plans and as a result, the intent is to hire approximately 18 new drivers for the summer season.
- With the increases on Route 3 commencing this summer and Route 12 continuing into next Fall, multiple full time operator positions will be coming available. This will allow for part time drivers to transition to full time positions.

General/Health and Safety

○ General:

- Roam has recently had multiple opportunities to engage with consultants and government officials to provide input into the development of the Alberta Master Rail Plan. In early February, there was a meeting of the Rocky Mountain Parks Regional Group (including Roam, ToC, ToB, Parks and ID9) to review their progress to date and public survey results. Subsequently Roam had a one-on-one meeting to speak to questions, concerns, challenges and opportunities that rail would bring to transit in the Bow Valley.

○ Human Resources:

- Administration is working through job inventories to ensure job descriptions are accurate and reflect the role and its' corresponding responsibilities. Elevated HR is assisting in completing this task.
- Hiring for all roles is going well, with the HR Team using a number of resources for advertising and attending local job fairs.

○ Safety:


- A recent Health and Safety meeting was held to discuss the challenges faced during the winter season. This meeting provided an opportunity to review safety practices,

- identify areas for improvement, and share insights on how to better navigate the rest of the season. The meeting minutes have been posted for everyone to review.
- Field Supervisors have been diligently overseeing the restocking of first aid kits to ensure readiness for any emergencies that may arise. Additionally, the biannual inspection by Rockies Fire was completed, which is an important part of maintaining safety standards.
 - Hazard assessments are nearing completion. These assessments are a critical process where potential hazards in the workplace—whether related to operations, the work environment, or equipment—are identified and evaluated. By systematically assessing risks, effective strategies are developed, and safety protocols are put in place to mitigate these hazards. Meetings with each department have been ongoing, and the final document is anticipated to be ready for distribution this month.
 - **Training:**
 - The Roam Transit Team has officially kicked off the training season, with five new drivers starting on February 24th. Recruitment is ongoing for the second and third groups, which were delayed in order to offer more hours to trainees with the adjusted summer schedule.
 - Before the training began, the Roam Transit Team made sure to finalize all essential documentation to support both new trainees and trainers. This included updating the training manual, refining the training guidelines, and revising all relevant training forms to ensure consistency and clarity across the board.
 - As the Roam Transit Team prepares for the summer season, active tailoring of training programs is underway to meet the specific demands of the busy season. Regular meetings have been held to adjust the curriculum and anticipate the unique challenges summer can bring, ensuring full preparation. This will allow for a focus on key areas requiring attention, making sure training remains relevant and effective as the season unfolds.
 - Mentor training sessions have gone smoothly, and the feedback received from drivers has been invaluable. Insights from drivers are helping the Roam Transit Team to better communicate the challenges faced during the routes, using this feedback to improve how new drivers are trained. The Roam Transit Team is also actively collaborating with the operations team to develop solutions that address any concerns raised.
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Marketing and Customer Experience

- **Transit Worker Appreciation Day – March 18**
Transit workers keep the community moving every day, and March 18 is a special opportunity to recognize their hard work and dedication. The Roam Transit Team has organized a public awareness campaign, and thanks to generous support from local businesses, small gifts will be distributed to drivers and Customer Service Team members. Some Board members, along with Mayor DiManno, will be present to personally express their appreciation—it promises to be a meaningful event.
- **Customer Service Team Hiring**
The hiring process is off to a strong start. A high volume of applications has been received, and the Roam Transit Team is pleased to welcome back a few familiar faces. The upcoming season looks promising for the Customer Service Team.
- **Reservation System Updates**
Finalization of the summer reservation system is underway, with all details, including the reservation opening date—set to be published on the website starting April 2.
- **Net Promoter Score (NPS) & BLT Workshop**
The Roam Transit Team is beginning to explore how NPS can provide deeper insights into customer satisfaction. The upcoming Visitor Sentiment Workshop, hosted by BLT and building on last year's NPS workshop, will serve as a valuable opportunity to collaborate with partners and integrate these insights into Roam's customer experience strategy.
- **Town of Banff Borrow-a-Bag Program**
Collaboration is underway with the Town of Banff on the Borrow-a-Bag program. The first phase is scheduled to roll out this spring at select locations, providing an opportunity to assess community engagement before broader implementation.


- Google review highlighting a positive experience:



Mike S
Local Guide • 79 reviews • 403 photos

★★★★★ 48 mins ago

I was in Banff for 6 nights in late January without a vehicle. I was a little concerned about getting around during that time, but the Roam system was great. Even though the system is limited in winter, I was able to get to various hiking areas (including Johnston Canyon) quickly and very inexpensively. I've seen some complaints about the app, but I found it worked great and had no issues.



Bow Valley Regional Transit Services Commission - Roam Transit
Owner

Replying publicly

0/4,000

This customer will be notified about your reply, and it will be publicly visible on your Business Profile

Bow Valley *R*egional Transit Services Commission



BRING FORWARD LIST

BRING FORWARD LIST OF ITEMS PENDING (as of March 2025)

ITEM	Date Initiated	Pending Date	Responsible for Completion	Comments:
<p>BVRTSC23-065 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> <p style="text-align: center;">CARRIED UNANIMOUSLY</p>	Oct, 18 th 2023	Dec 11, 2024	Martin/Steve	<p>Study is currently being completed by Dillon Consulting.</p> <p>Dillon presented study to Board in December.</p> <p>Revised Phase one of the study was presented to the Board in February and was accepted for information.</p> <p>Phase Two will expand on infrastructure and further capital requirements supported by funding from the Rural Transit Solutions Fund</p>
<p>BVRTSC24-75 Dave Schebek moves to direct Commission members to perform a Board Self-Assessment in 2025 led by Elevated HR.</p> <p style="text-align: center;">CARRIED UNANIMOUSLY</p>	Nov 13, 2024	2025	Elevated HR	
<p>BVRTSC24-76 Tanya Foubert moves to initiate a BVRTSC Bylaw Review in 2025, with each Board Member providing comments to the CEO and Board Chair on any suggested amendments by the end of Q1, 2025, with the intent of having the review completed by the end of Q2, 2025.</p> <p style="text-align: center;">CARRIED UNANIMOUSLY</p>	Nov 13, 2024	Q2, 2025	Board	

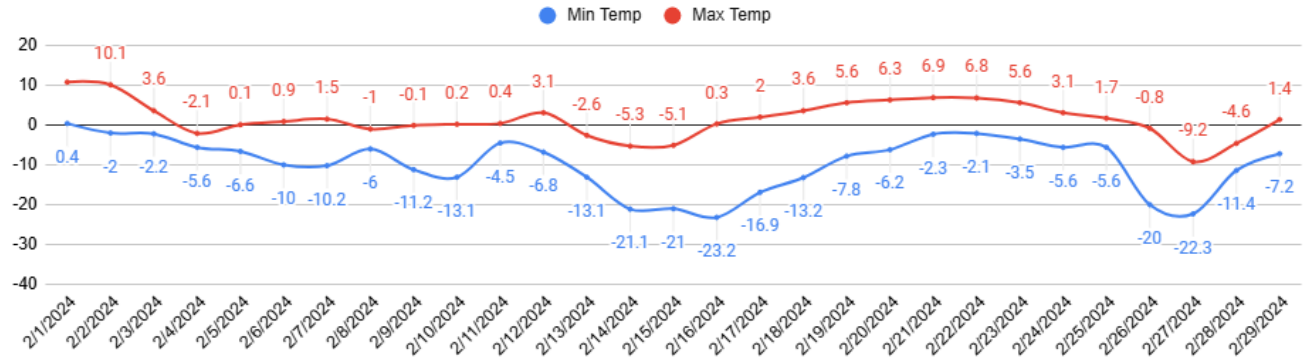
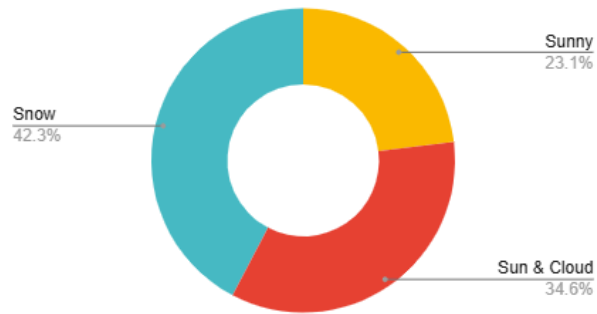
Bow Valley Regional Transit Services Commission Ridership Statistics



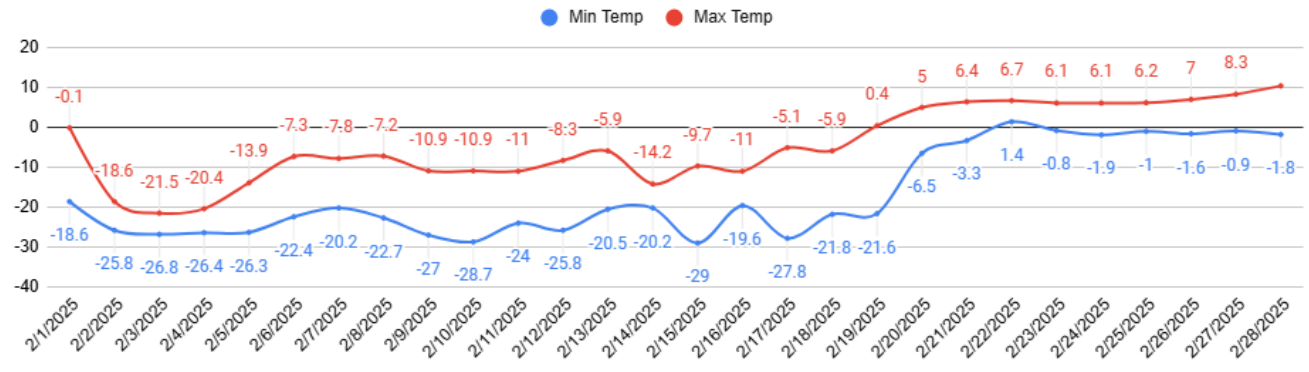
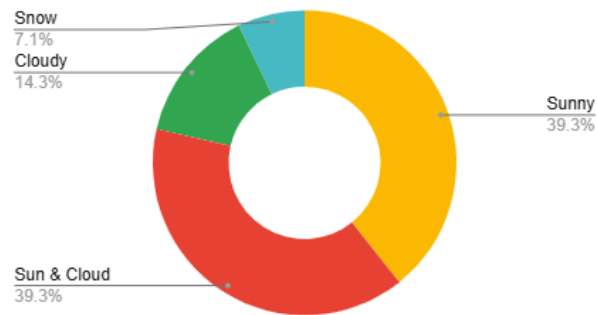
Month	Type	Banff Local	Canmore Local	Canmore-Banff Regional	Lake Louise - Banff Regional
February 2025	Ridership	108,759	31,393	27,713	10,737
	Bikes	34	229	180	6
	Winter Sports	3,923	355	1,446	89
	Strollers	167	137	59	2
	Mobility Devices	7	16	0	0

Route	Monthly Ridership Change 2024 - 2025	Comment
Route 1	19.31%	Change from February 2024 to February 2025
Route 2	4.57%	Change from February 2024 to February 2025
Route 3	9.04%	Change from February 2024 to February 2025
Route 4		Change from February 2024 to February 2025
Route 5	7.61%	Change from February 2024 to February 2025
Route 6		Change from February 2024 to February 2025
Route 8X	0.21%	Change from February 2024 to February 2025
Route 9	27.38%	Change from February 2024 to February 2025

Weather Conditions February 2024



Weather Conditions February 2025



3/3/2025

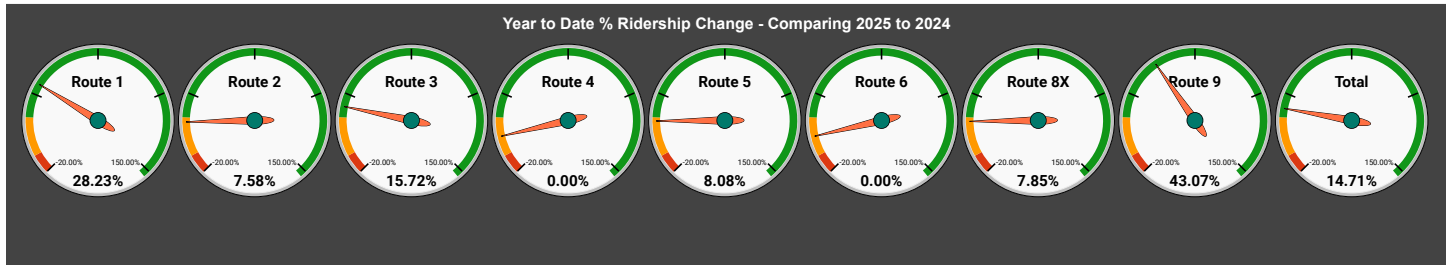
Route 1 (Inns of Banff/ Gondola)								Route 2 (Tunnel Mtn / Banff Springs Hotel)								Route 4 Cave & Basin								Banff Local (Route 1, 2 & 4)											
Month	R1 2022	R1 2023	R1 2024	R1 2024 YTD	R1 2025 YTD	% Change - 24	% Change - 23	R2 2022	R2 2023	R2 2024	R2 2024 YTD	R2 2025 YTD	% Change - 24	% Change - 23	R4 2022	R4 2023	R4 2024	R4 2024 YTD	R4 2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23							
January	16,080	40,636	41,644	41,644	55,849	34.11%	37.44%	16,870	49,989	52,117	52,117	56,298	8.02%	12.62%								32,950	90,625	93,761	93,761	112,147	19.61%	23.75%							
February	19,661	40,833	46,080	46,080	54,978	19.31%	34.64%	21,518	47,270	51,430	51,430	53,781	4.57%	13.77%								41,179	88,103	97,510	97,510	108,759	11.54%	23.45%							
March	21,722	47,979	52,307	1,777	3,936	121.50%		24,785	53,488	60,558	2,357	3,848	63.26%															46,507	101,467	112,865	4,134	7,784	88.29%		
April	20,918	41,098	44,341	0	0	0.00%		20,192	44,739	45,853	0	0	0.00%															41,110	85,837	90,194	0	0	0.00%		
May	37,615	67,740	72,973	0	0	0.00%		27,452	55,890	60,403	0	0	0.00%									1,153	1,904	1,740	0	0	0.00%		66,220	125,534	135,116	0	0	0.00%	
June	65,375	103,499	107,404	0	0	0.00%		50,118	76,511	81,019	0	0	0.00%									4,698	6,689	5,116	0	0	0.00%		120,191	186,699	193,539	0	0	0.00%	
July	100,148	125,827	121,640	0	0	0.00%		67,979	93,346	92,431	0	0	0.00%									7,321	7,647	6,131	0	0	0.00%		175,448	226,820	220,202	0	0	0.00%	
August	93,303	122,140	120,506	0	0	0.00%		68,183	91,695	88,241	0	0	0.00%									6,392	7,191	5,945	0	0	0.00%		167,878	221,026	214,692	0	0	0.00%	
September	61,567	88,508	91,008	0	0	0.00%		53,950	75,616	77,274	0	0	0.00%		4,842	4,842	3,200	0	0	0.00%		120,359	168,966	171,482	0	0	0.00%								
October	37,893	52,404	54,243	0	0	0.00%		32,911	46,459	51,530	0	0	0.00%		396							71,200	98,863	105,773	0	0	0.00%								
November	30,751	33,628	42,368	0	0	0.00%		36,146	43,420	48,789	0	0	0.00%									66,897	77,048	91,157	0	0	0.00%								
December	45,460	49,418	60,432	0	0	0.00%		50,744	54,587	61,275	0	0	0.00%									96,204	104,005	121,707	0	0	0.00%								
YTD	550,493	813,710	854,946	89,501	114,763	28.23%	-85.90%	470,848	733,010	770,920	105,904	113,927	7.58%	-84.46%	24,802	28,273	22,132	0	0	0.00%	-100.00%	1,046,143	1,574,993	1,647,998	195,405	228,690	17.03%	-85.48%							

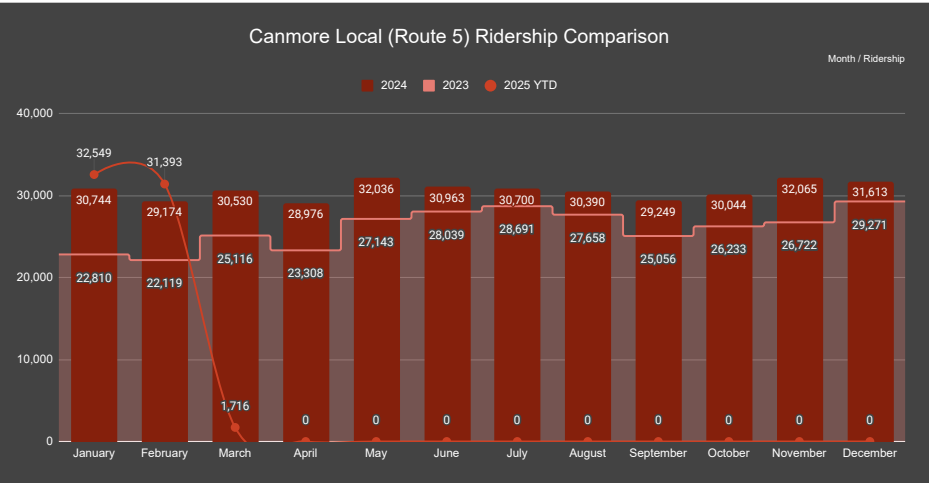
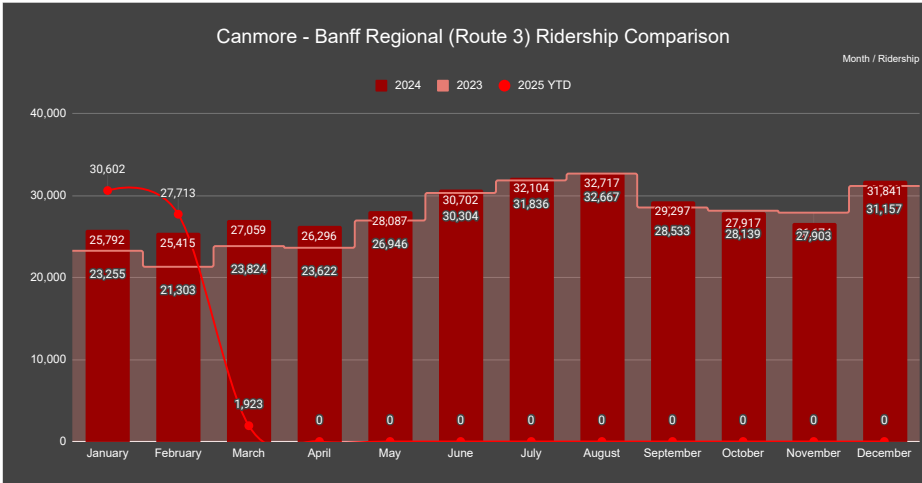
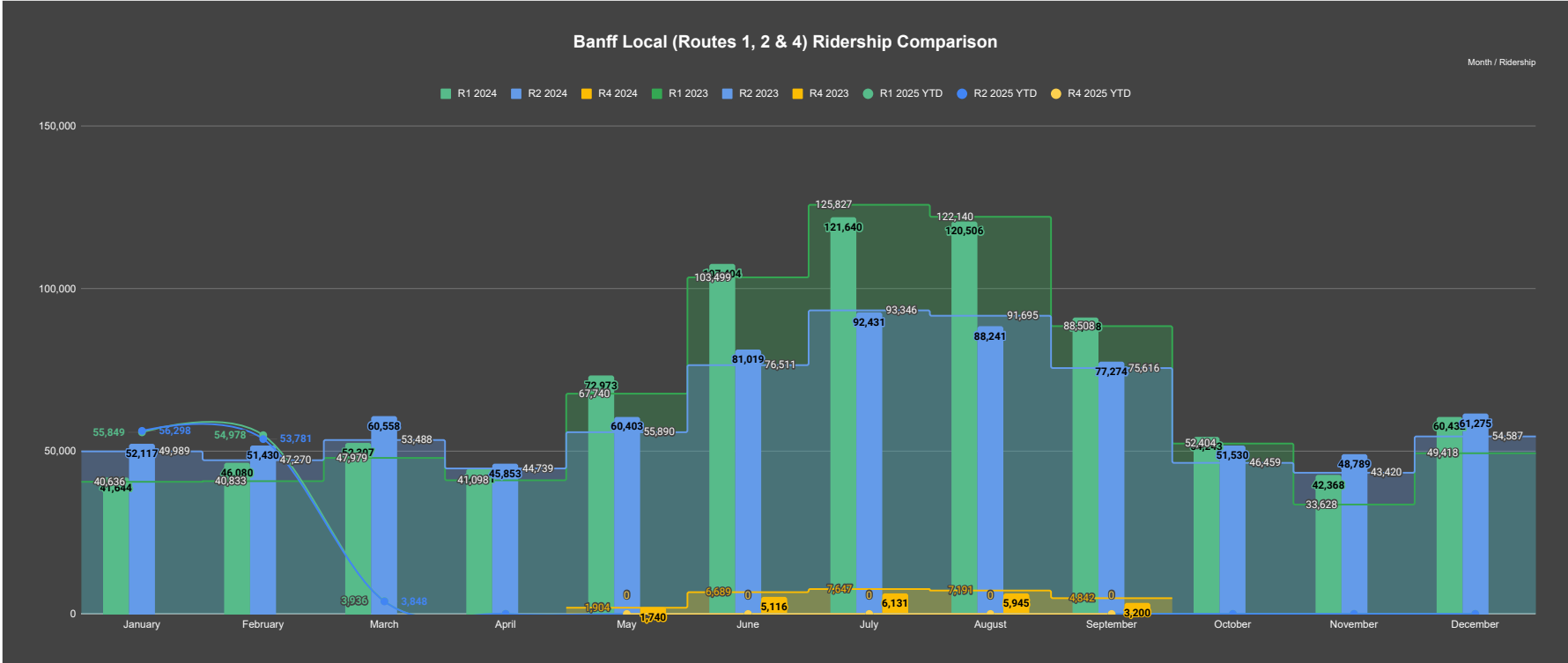
Route 3 (Canmore-Banff Regional)								Route 5 Canmore								Route 6 Minnewanka								Roam Total Ridership											
Month	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23							
January	10,642	23,255	25,792	25,792	30,602	18.65%	31.59%	9,224	22,810	30,744	30,744	32,549	5.87%	42.70%								56,530	147,062	162,228	162,228	188,695	16.31%	28.31%							
February	10,492	21,303	25,415	25,415	27,713	9.04%	30.09%	9,789	22,119	29,174	29,174	31,393	7.61%	41.93%								65,499	141,874	163,675	163,675	179,700	9.79%	26.66%							
March	12,770	23,824	27,059	849	1,923	126.50%		12,208	25,116	30,530	829	1,716	107.00%															75,790	161,319	182,041	6,165	12,506	102.85%		
April	12,028	23,622	26,296	0	0	0.00%		10,924	23,308	28,976	0	0	0.00%																68,215	143,794	156,333	0	0	0.00%	
May	15,148	26,946	28,087	0	0	0.00%		13,066	27,143	32,036	0	0	0.00%									2,783	5,879	4,647	0	0	0.00%		106,822	206,716	223,906	0	0	0.00%	
June	19,058	30,304	30,702	0	0	0.00%		16,015	28,039	30,963	0	0	0.00%									12,662	18,255	14,003	0	0	0.00%		190,769	308,030	316,881	0	0	0.00%	
July	22,015	31,836	32,104	0	0	0.00%		16,715	28,691	30,700	0	0	0.00%									20,639	25,806	21,451	0	0	0.00%		271,789	371,077	358,855	0	0	0.00%	
August	19,854	32,667	32,717	0	0	0.00%		17,070	27,658	30,390	0	0	0.00%									19,238	26,074	22,501	0	0	0.00%		253,615	366,644	354,646	0	0	0.00%	
September	17,364	28,533	29,297	0	0	0.00%		17,127	25,056	29,249	0	0	0.00%		10,182	15,400	13,315	0	0	0.00%		187,534	284,961	288,908	0	0	0.00%								
October	17,605	28,139	27,917	0	0	0.00%		16,802	26,233	30,044	0	0	0.00%		530	921						118,488	179,071	190,907	0	0	0.00%								
November	17,797	27,903	26,674	0	0	0.00%		19,956	26,722	32,065	0	0	0.00%									110,983	142,511	160,626	0	0	0.00%								
December	19,213	31,157	31,841	0	0	0.00%		21,194	29,271	31,613	0	0	0.00%									146,145	180,013	201,519	0	0	0.00%								
YTD	193,986	329,489	343,901	52,056	60,238	15.72%	-81.72%	180,090	312,166	366,484	60,747	65,658	8.08%	-78.97%	66,034	92,335	75,917	0	0	0.00%	-100.00%	1,652,179	2,633,072	2,760,525	332,068	380,901	14.71%	-85.53%							

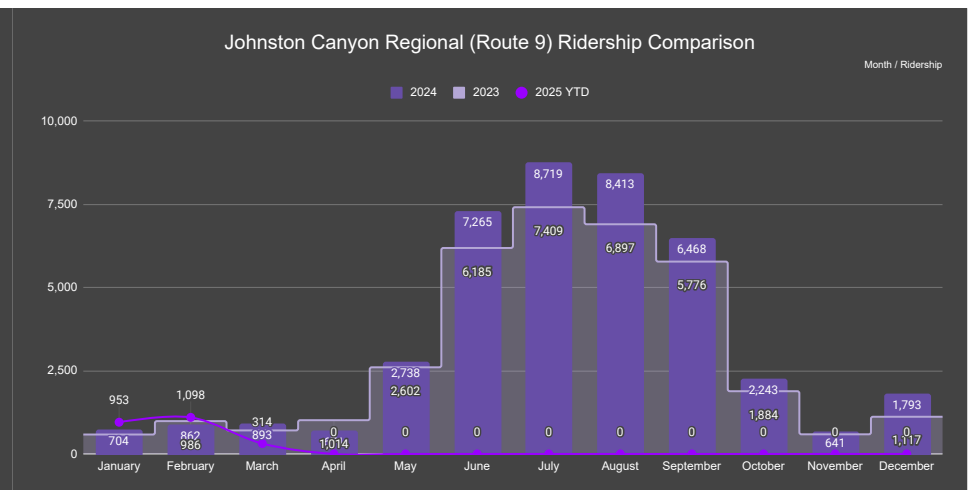
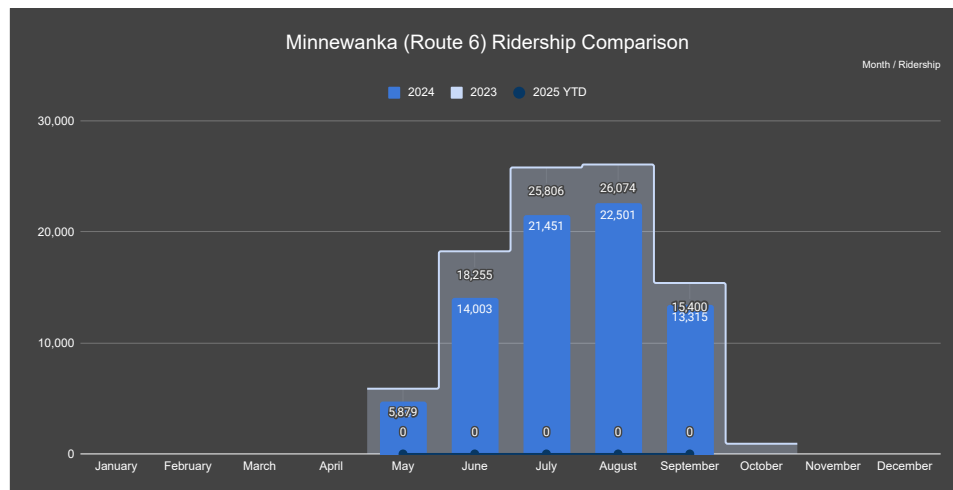
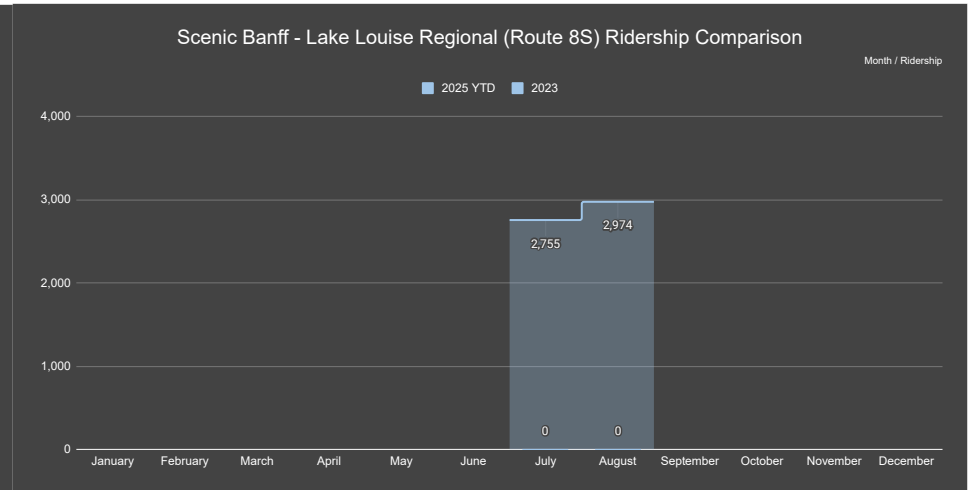
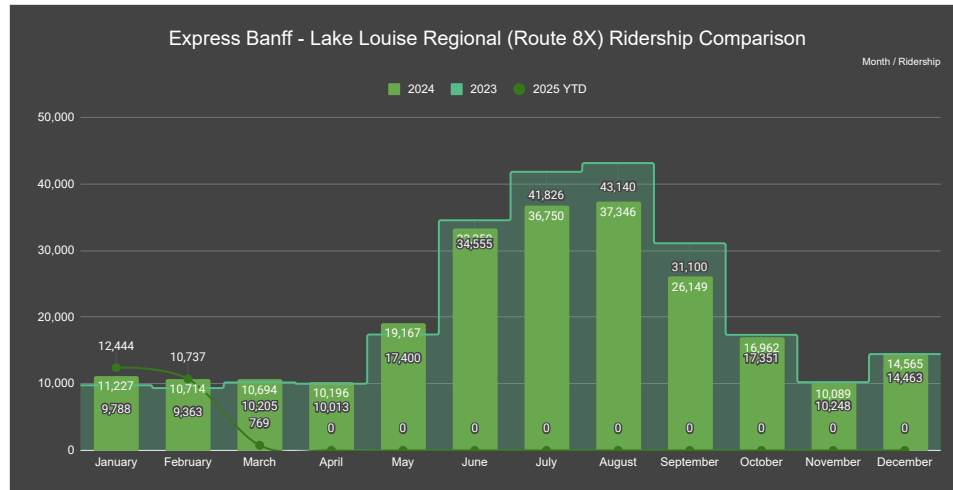
Route 8X (Express Lake Louise - Banff Regional)								Route 8S (Scenic Lake Louise - Banff Regional)								Route 9 (Johnston Canyon)								Route 10 (Moraine Lake)																						
Month	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23																		
January	3,714	9,788	11,227	11,227	12,444	10.84%	27.14%																																							
February	4,039	9,363	10,714	10,714	10,737	0.21%	14.67%																																							
March	4,305	10,205	10,694	266	769	189.10%																																								
April	4,153	10,013	10,196	0	0	0.00%																																								
May	8,422	17,400	19,167	0	0	0.00%																																								
June	18,115	34,555	33,350	0	0	0.00%																																								
July	28,200	41,826	36,750	0	0	0.00%																						2,183	2,755			0			4,728	6,185	7,265	0	0	0.00%						
August	22,575	43,140	37,346	0	0	0.00%																						1,640	2,974			0			6,589	7,409	8,719	0	0	0.00%						
September	16,059	31,100	26,149	0	0	0.00%									5,360	6,897	8,413	0	0	0.00%																										
October	8,061	17,351	16,962	0	0	0.00%									2,908	5,776	6,468	0	0	0.00%																										
November	6,021	10,248	10,089	0	0	0.00%									897	1,884	2,243	0	0	0.00%																										
December	9,248	14,463	14,565	0	0	0.00%									312	590	641	0	0	0.00%																										
YTD	132,912	249,452	237,209	22,207	23,950	7.85%	-90.40%	3,823	5,729	0	0	0	0.00%	-100.00%	22,263	35,751	41,410	1,653	2,365	43.07%	-93.38%	6,928	11,383	13,929	0	0	0.00%	-100.00%																		

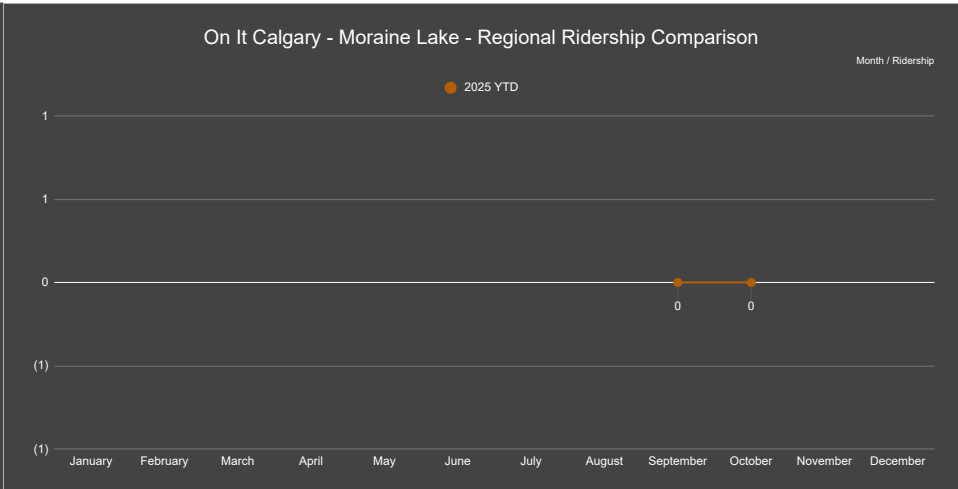
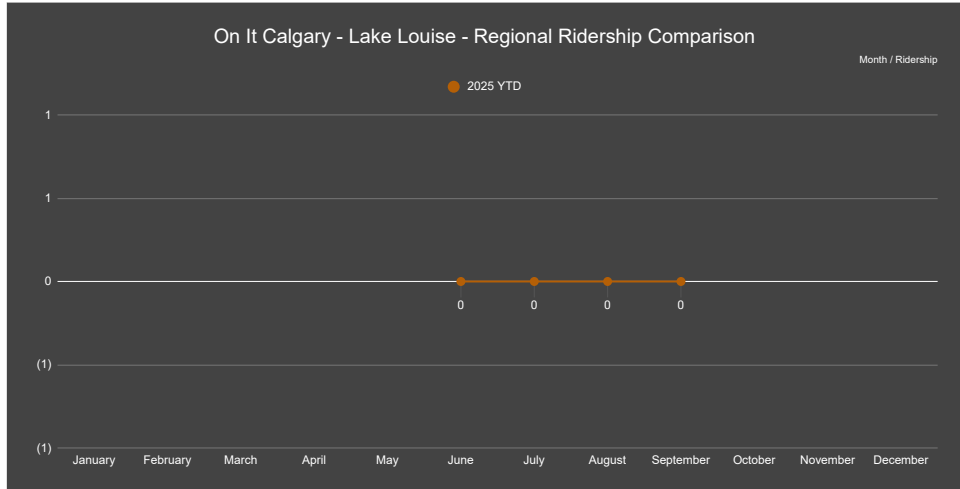
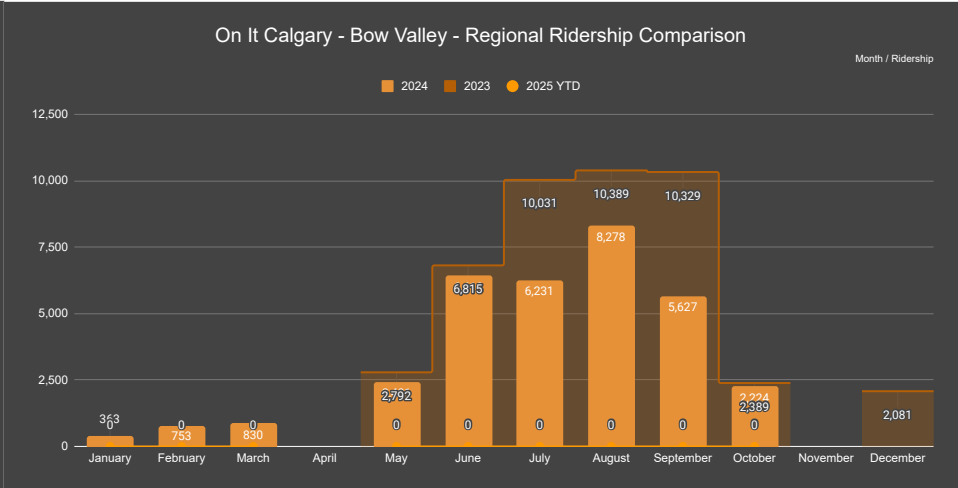
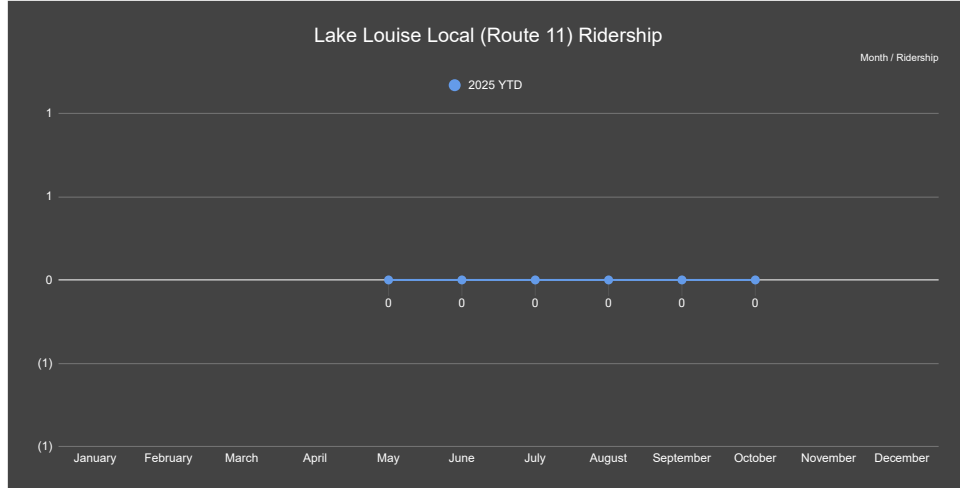
	On-It (Calgary Regional) - Banff							On-It (Calgary Regional) - Lake Louise							On-It (Calgary Regional) - Moraine Lake							Route 11 (Lake Louise Local)						
Month	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23
January			363	363	0	-100.00%																						
February			753	753	0	-100.00%																						
March			830	0	0	0.00%																						
April																												
May	1,759	2,792	2,401	0	0	0.00%																						
June	3,840	6,815	6,410	0	0	0.00%				713	0	0	0.00%											1,212	1,435	0	0	0.00%
July	7,654	10,031	6,231	0	0	0.00%				1,113	0	0	0.00%											3,993	5,163	0	0	0.00%
August	6,531	10,389	8,278	0	0	0.00%				1,290	0	0	0.00%											5,934	7,206	0	0	0.00%
September	5,019	10,329	5,627	0	0	0.00%				199	0	0	0.00%											6,208	5,916	0	0	0.00%
October		2,389	2,224	0	0	0.00%											1,174	0	0	0.00%				3,574	4,813	0	0	0.00%
November																	617	0	0	0.00%				853	1,217	0	0	0.00%
December			2,081																									
YTD	24,803	44,826	33,117	1,116	0	-100.00%	-100.00%	0	0	3,315	0	0	0.00%	0.00%	0	0	1,791	0	0	0.00%	0	0	0	21,774	25,750	0	0	0.00%

	Route 5C (Cougar Creek)							Route 5T (Three Sisters)							Route 12 (Grassi Lakes)						
Month	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23	2022	2023	2024	2024 YTD	2025 YTD	% Change - 24	% Change - 23
January			19,797	19,797	21,263	7.41%				10,947	10,947	11,286	3.10%								
February			17,830	17,830	20,299	13.85%				11,344	11,344	11,094	-2.20%								
March			18,442	392	1,044	166.33%				12,088	437	672	53.78%								
April			17,958	0	0	0.00%				11,018	0	0	0.00%								
May			18,563	0	0	0.00%				13,473	0	0	0.00%				680	0	0		
June			17,076	0	0	0.00%				13,887	0	0	0.00%				1,896	0	0		
July			17,115	0	0	0.00%				13,585	0	0	0.00%				1,723	0	0		
August		15,005	17,118	0	0	0.00%			12,653	13,272	0	0	0.00%				2,671	0	0		
September		14,113	16,643	0	0	0.00%			10,943	12,606	0	0	0.00%				957	0	0		
October		15,771	18,359	0	0	0.00%			10,462	11,685	0	0	0.00%								
November		16,468	20,611	0	0	0.00%			11,318	11,454	0	0	0.00%								
December		18,122	20,228	0	0	0.00%			11,149	11,385	0	0	0.00%								
YTD	0	79,479	219,740	38,019	42,606	12.07%	-46.39%	0	56,525	146,744	22,728	23,052	1.43%	-59.22%	0	0	7,927	0	0	0.00%	0.00%









Bow Valley *R*egional Transit Services Commission



NEW BUSINESS

Bow Valley *Regional* Transit Services Commission



Amended Operating and Capital Budgets (including Council approved New Service Level Requests)

“... moves approve the amended 2025– 2027 BVRTSC Operating Budget as presented.”

“... moves to approve the amended 2025 – 2034 BVRTSC Capital Budget as presented.”

Addition of NSLR - approved by Banff and Canmore councils Jan/Feb 2025

Update from budget approved at the October board meeting

Summary of Requisitions - 2025-2027

	2025	2026	2027
Route 1 and 2 extended service hours	81,165	79,589	81,926
Route 3 additional service	156,497	161,199	135,532
Route 12 winter service	140,377	347,592	367,847
	378,039	588,380	585,305

	October 30th meeting			Including additional NSLR			Difference		
	2025	2026	2027	2025	2026	2027	2025	2026	2027
Banff	Approved Budget			Amended Budget w NSLR					
Operating	\$ 3,599,069	\$ 3,995,218	\$ 4,110,933	\$ 3,758,483	\$ 4,155,403	\$ 4,260,626	\$ 159,414	\$ 160,185	\$ 149,693
Capital	\$ 1,049,805	\$ 1,379,300	\$ 1,399,400	\$ 1,049,805	\$ 1,379,300	\$ 1,399,400	\$ -	\$ -	\$ -
	\$ 4,648,874	\$ 5,374,518	\$ 5,510,333	\$ 4,808,288	\$ 5,534,703	\$ 5,660,026	\$ 159,414	\$ 160,185	\$ 149,693
Canmore	Approved Budget			Amended Budget w NSLR					
Operating	\$ 2,631,563	\$ 2,717,930	\$ 2,798,192	\$ 2,850,189	\$ 3,146,119	\$ 3,233,801	\$ 218,625	\$ 428,190	\$ 435,609
Capital	\$ 457,862	\$ 528,000	\$ 535,500	\$ 457,862	\$ 528,000	\$ 535,500	\$ -	\$ -	\$ -
	\$ 3,089,425	\$ 3,245,930	\$ 3,333,692	\$ 3,308,051	\$ 3,674,119	\$ 3,769,301	\$ 218,625	\$ 428,190	\$ 435,609
ID #9	Approved Budget			Amended Budget w NSLR					
Operating	\$ 920,824	\$ 942,600	\$ 959,106	\$ 920,824	\$ 942,600	\$ 959,106	\$ -	\$ -	\$ -
Capital	\$ 181,094	\$ 159,925	\$ 161,990	\$ 181,094	\$ 159,925	\$ 161,990	\$ -	\$ -	\$ -
	\$ 1,101,919	\$ 1,102,525	\$ 1,121,096	\$ 1,101,919	\$ 1,102,525	\$ 1,121,096	\$ -	\$ -	\$ -
Parks Canada*	Approved Budget			Amended Budget w NSLR					
Operating	\$ 2,549,973	\$ 2,629,467	\$ 2,696,995	\$ 2,549,973	\$ 2,629,467	\$ 2,696,995	\$ -	\$ -	\$ -
Capital	\$ 32,505			\$ 32,505			\$ -		
	\$ 2,582,478	\$ 2,629,467	\$ 2,696,995	\$ 2,582,478	\$ 2,629,467	\$ 2,696,995	\$ -	\$ -	\$ -
*includes contributions to Rt1, Rt2, Rt 4, Rt 6, Rt 8S, Rt 8X, Rt 9, Rt 10									
Alberta Parks	Approved Budget			Amended Budget w NSLR					
Operating	\$ 109,696	\$ 112,313	\$ 114,931	\$ 109,696	\$ 112,313	\$ 114,931	\$ -	\$ -	\$ -
	\$ 109,696	\$ 112,313	\$ 114,931	\$ 109,696	\$ 112,313	\$ 114,931	\$ -	\$ -	\$ -
Total operating NSLR impact							\$ 378,039	\$ 588,380	\$ 585,305

Operating requisitions 2025 to 2027

	2024	2025	2026	2025	2026	2027	% Change	% Change	\$ Change	\$ Change
Town of Banff:	Budget	Previously Approved Budget		Amended budget			25-25	26-26	25-25	26-26
Banff Local - Route 1	\$ 1,241,754	\$ 1,351,378	\$ 1,450,169	\$ 1,573,500	\$ 1,620,228	\$ 1,668,838	16.4%	11.7%	\$ 222,122	\$ 170,060
Banff Local - Route 2	\$ 1,099,406	\$ 1,204,858	\$ 1,299,501	\$ 1,364,420	\$ 1,685,723	\$ 1,733,997	13.2%	29.7%	\$ 159,562	\$ 386,222
CB Regional (1/2)	\$ 303,520	\$ 311,151	\$ 320,486	\$ 535,160	\$ 552,675	\$ 554,002	72.0%	72.4%	\$ 224,009	\$ 232,190
Administrative (1/3)	\$ 203,230	\$ 209,328	\$ 215,608	\$ 222,403	\$ 233,776	\$ 240,790	6.2%	8.4%	\$ 13,075	\$ 18,168
On-it				\$ 63,000	\$ 63,000	\$ 63,000			\$ 63,000	\$ 63,000
	\$ 2,847,910	\$ 3,076,715	\$ 3,285,763	\$ 3,758,483	\$ 4,155,403	\$ 4,260,626	22.2%	26.5%	\$ 681,768	\$ 869,640
	2024	2025	2026	2025	2026	2027	% Change	% Change	\$ Change	\$ Change
Town of Canmore	Budget	Previously Approved Budget		Amended budget			25-25	26-26	25-25	26-26
Canmore Local - Route 5	\$ 1,595,159	\$ 1,640,117	\$ 1,689,321	\$ 1,825,053	\$ 1,882,262	\$ 1,938,731	11.3%	11.4%	\$ 184,937	\$ 192,941
Grassi Lakes - Route 12	\$ 101,642	\$ 103,458	\$ 105,813	\$ 250,073	\$ 459,905	\$ 482,778	141.7%	334.6%	\$ 146,614	\$ 354,093
CB Regional (1/2)	\$ 303,520	\$ 311,151	\$ 320,486	\$ 535,160	\$ 552,675	\$ 554,002	72.0%	72.4%	\$ 224,009	\$ 232,190
Administrative (1/3)	\$ 203,230	\$ 209,328	\$ 215,608	\$ 222,403	\$ 233,776	\$ 240,790	6.2%	8.4%	\$ 13,075	\$ 18,168
On-it				\$ 17,500	\$ 17,500	\$ 17,500			\$ 17,500	\$ 17,500
	\$ 2,203,551	\$ 2,264,054	\$ 2,331,227	\$ 2,850,189	\$ 3,146,119	\$ 3,233,801	25.9%	35.0%	\$ 586,135	\$ 814,892
	2024	2025	2026	2025	2026	2027	% Change	% Change	\$ Change	\$ Change
Improvement District No. 9	Budget	Previously Approved Budget		Amended budget			25-25	26-26	25-25	26-26
Administrative (1/3)	\$ 203,230	\$ 209,328	\$ 215,608	\$ 222,403	\$ 233,776	\$ 240,790	6.2%	8.4%	\$ 13,075	\$ 18,168
LLB Regional - Winter	\$ 186,814	\$ 188,088	\$ 193,728	\$ 244,462	\$ 251,361	\$ 257,031	30.0%	29.7%	\$ 56,374	\$ 57,633
LLB Regional - Rt 8S/8X/9	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000	\$ 330,000			\$ -	\$ -
LL Local - Rt 11				\$ 123,959	\$ 127,463	\$ 131,286			\$ 123,959	\$ 127,463
	\$ 720,045	\$ 727,416	\$ 739,336	\$ 920,824	\$ 942,600	\$ 959,106	26.6%	27.5%	\$ 193,408	\$ 203,264
	2024	2025	2026	2025	2026	2027	% Change	% Change	\$ Change	\$ Change
Parks Canada	Budget	Previously Approved Budget		Amended budget			25-25	26-26	25-25	26-26
Banff Local - Route 1	\$ 26,064	\$ 27,367	\$ 28,188	\$ 27,367	\$ 28,188	\$ 29,034	0.0%	0.0%	\$ -	\$ -
Banff Local - Route 2	\$ 48,472	\$ 50,896	\$ 52,423	\$ 63,093	\$ 64,986	\$ 66,936	24.0%	24.0%	\$ 12,198	\$ 12,563
Cave & Basin - Rt 4	\$ 281,970	\$ 287,028	\$ 294,652	\$ 307,707	\$ 316,456	\$ 324,448	7.2%	7.4%	\$ 20,679	\$ 21,804
Lake Minnewanka - Rt 6	\$ 778,227	\$ 841,084	\$ 857,219	\$ 862,373	\$ 881,580	\$ 898,934	2.5%	2.8%	\$ 21,289	\$ 24,361
LLB Regional - Rt 8 winter extra bus	\$ 168,254	\$ 176,667	\$ 181,967	\$ 217,145	\$ 223,659	\$ 230,369	22.9%	22.9%	\$ 40,478	\$ 41,692
LLB Regional - Rt 8S	\$ 91,640	\$ 99,552	\$ 101,174	\$ 52,365	\$ 53,693	\$ 54,923	-47.4%	-46.9%	\$ (47,187)	\$ (47,481)
LLB Regional - Rt 8X*	\$ 506,642	\$ 514,480	\$ 528,669	\$ 395,699	\$ 407,792	\$ 417,649	-23.1%	-22.9%	\$ (118,781)	\$ (120,877)
JCB Regional - Rt 9	\$ 222,597	\$ 226,776	\$ 233,182	\$ 248,902	\$ 256,952	\$ 264,363	9.8%	10.2%	\$ 22,126	\$ 23,770
Adjustment for over \$330K										
maximum for LL summer routes	\$ 217,255	\$ 230,537	\$ 245,350	\$ 134,645	\$ 148,957	\$ 161,291	-41.6%	-39.3%	\$ (95,892)	\$ (96,393)
Moraine Lake - Rt 10	\$ 64,737	\$ 64,737	\$ 66,075	\$ 86,174	\$ 88,068	\$ 89,912	33.1%	33.3%	\$ 21,437	\$ 21,993
On-it				\$ 154,500	\$ 159,135	\$ 159,135			\$ 154,500	\$ 159,135
	\$ 2,405,860	\$ 2,519,124	\$ 2,588,899	\$ 2,549,972	\$ 2,629,467	\$ 2,696,995	1.2%	1.6%	\$ 30,848	\$ 40,568

Bow Valley Regional Transit Services Commission
2025-2027 Amended Operating Budget

ALL ROUTES				
	2025	2026	2027	
	Amended Budget	Amended Budget	Amended Budget	
INCOME				
Total Advertising & Marketing Revenue	\$ 59,669	\$ 61,459	\$ 63,303	
Total Interest Revenue	\$ 150,000	\$ 154,500	\$ 159,135	
Total Other Income	\$ 2,701	\$ 2,782	\$ 2,866	
Total Partner Programs	\$ 669,299	\$ 689,378	\$ 710,059	
Total Pass Sales	\$ 4,538,449	\$ 4,677,368	\$ 4,850,495	
TOTAL INCOME BEFORE REQUISITIONS	\$ 5,420,118	\$ 5,585,487	\$ 5,785,858	
Recoveries - Operating (non-members)				
4500 Recoveries - Operating (non-memb)	\$ 2,659,668	\$ 2,592,823	\$ 2,650,635	
Total Recoveries - Operating (non-members)	\$ 2,659,668	\$ 2,592,823	\$ 2,650,635	
Requisitions - Operating				
4420-1 Operating Requisition - TOB	\$ 3,758,483	\$ 4,155,403	\$ 4,260,626	
4420-2 Operating Requisition - TOC	\$ 2,850,189	\$ 3,146,119	\$ 3,233,801	
4420-5 Operating Requisition - ID9	\$ 920,824	\$ 1,091,557	\$ 1,120,397	
Total Requisitions - Operating	\$ 7,529,496	\$ 8,393,079	\$ 8,614,824	
TOTAL INCOME	\$ 15,609,283	\$ 16,571,390	\$ 17,051,317	
EXPENSES				
Total Advertising & Marketing Expenses	\$ 111,097	\$ 116,587	\$ 120,188	
Total Contracted Services / Professional Fees	\$ 417,673	\$ 429,713	\$ 435,934	
Total Fuel Expense	\$ 1,051,574	\$ 1,091,858	\$ 1,125,037	
Total General Operating Expenses	\$ 232,732	\$ 240,576	\$ 247,837	
Total Infrastructure Maintenance	\$ 101,146	\$ 106,201	\$ 109,485	
Total Insurance Expense	\$ 284,372	\$ 301,736	\$ 311,218	
Total Software Fees & Licences	\$ 274,690	\$ 288,539	\$ 297,466	
Total Staff, Training, Travel & Meals	\$ 231,638	\$ 243,715	\$ 251,269	
Total Transit storage facility	\$ 491,446	\$ 516,765	\$ 532,778	
Total Vehicle Expenses	\$ 3,630,648	\$ 3,793,285	\$ 3,909,688	
Total Wages & Benefits - Administrative	\$ 1,052,201	\$ 1,124,991	\$ 1,158,554	
Total Wages & Benefits - Cleaners	\$ 399,467	\$ 411,451	\$ 423,795	
Total Wages & Benefits - Customer Support	\$ 523,669	\$ 545,075	\$ 561,702	
Wages & Benefits - Drivers				
5221 Drivers Wages	\$ 4,354,011	\$ 4,553,607	\$ 4,693,557	
5223 Drivers Wages - Training	\$ 521,382	\$ 545,398	\$ 562,165	
Total Wages & Benefits - Drivers	\$ 4,875,394	\$ 5,099,005	\$ 5,255,722	
Total Wages & Benefits - Operations	\$ 1,105,402	\$ 1,152,318	\$ 1,187,630	
Additional operating costs NSLR	\$ -	\$ 278,432	\$ 286,785	
TOTAL OPERATING EXPENSES	\$ 14,783,149	\$ 15,740,246	\$ 16,215,087	
SURPLUS / DEFICIENCY PRIOR TO AMORTIZATION	\$ 826,134	\$ 831,144	\$ 836,230	
Amortization Expense				
5900 Amortization Exp	\$ 2,904,049	\$ 3,204,049	\$ 3,204,049	
Total Amortization Expense	\$ 2,904,049	\$ 3,204,049	\$ 3,204,049	
NET INCOME	-\$ 2,077,915	-\$ 2,372,905	-\$ 2,367,819	

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

All Routes

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 59.15	\$ 60.86	\$ 62.52	\$ 62.61	\$ 64.82
Gross Cost per Service Hour	\$ 185.33	\$ 209.66	\$ 222.50	\$ 232.35	\$ 237.86
Direct Operating Cost per Service Hour	\$ 148.45	\$ 160.67	\$ 170.87	\$ 176.93	\$ 182.13
Overhead per Service Hour	\$ 7.79	\$ 9.82	\$ 9.65	\$ 9.95	\$ 10.25
Lease/Amortization per Service Hour	\$ 29.08	\$ 32.02	\$ 34.47	\$ 36.96	\$ 36.93
Net Cost per Service Hour (CUTA)	\$ 97.09	\$ 109.63	\$ 118.00	\$ 124.27	\$ 127.57
% Cost Recovery (CUTA)	38%	36%	35%	34%	34%
Kilometers	2,163,647	2,163,647	2,437,283	2,455,283	2,455,283
Gross cost per KM	\$ 6.70	\$ 7.03	\$ 7.20	\$ 7.65	\$ 7.84
Ridership	2,371,664	2,394,242	2,964,527	3,071,942	3,102,662
Service Hours	78,240	78,240	84,253	86,701	86,764
Ridership per Service Hour	30	31	35	35	36

Route 1 - Banff Local Sulphur Mountain

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 48.59	\$ 49.88	\$ 48.40	\$ 50.05	\$ 51.55
Gross Cost per Service Hour	\$ 168.72	\$ 177.77	\$ 188.14	\$ 201.50	\$ 206.15
Direct Operating Cost per Service Hour	\$ 130.35	\$ 138.78	\$ 142.45	\$ 146.89	\$ 151.30
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 30.58	\$ 30.96	\$ 37.77	\$ 46.52	\$ 46.52
Net Cost per Service Hour (CUTA)	\$ 89.55	\$ 96.93	\$ 101.97	\$ 104.93	\$ 108.08
% Cost Recovery (CUTA)	35%	34%	32%	32%	32%
Kilometers	215,332	215,332	251,504	251,504	251,504
Gross cost per KM	\$ 12.16	\$ 12.82	\$ 12.74	\$ 13.65	\$ 13.96
Ridership	795,525	803,480	992,099	1,002,020	1,012,040
Service Hours	15,524	15,524	17,036	17,036	17,036
Ridership per Service Hour	51	52	58	59	59

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 2 - Banff Local Tunnel Mountain

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 41.89	\$ 42.96	\$ 39.22	\$ 36.98	\$ 38.24
Gross Cost per Service Hour	\$ 172.89	\$ 182.83	\$ 191.82	\$ 205.41	\$ 210.22
Direct Operating Cost per Service Hour	\$ 129.75	\$ 139.07	\$ 142.27	\$ 152.54	\$ 157.11
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 35.35	\$ 35.73	\$ 41.63	\$ 44.78	\$ 44.78
Net Cost per Service Hour (CUTA)	\$ 95.65	\$ 104.14	\$ 110.97	\$ 123.65	\$ 127.20
% Cost Recovery (CUTA)	30%	29%	26%	23%	23%
Kilometers	161,358	161,358	164,944	182,944	182,944
Gross cost per KM	\$ 14.02	\$ 14.82	\$ 16.13	\$ 17.02	\$ 17.42
Ridership	668,987	675,677	807,771	893,619	902,555
Service Hours	13,080	13,080	13,866	15,162	15,162
Ridership per Service Hour	51	52	58	59	60

Route 3 - Canmore / Banff Regional

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 103.35	\$ 106.45	\$ 95.84	\$ 98.72	\$ 103.47
Gross Cost per Service Hour	\$ 162.46	\$ 167.18	\$ 180.44	\$ 185.48	\$ 190.62
Direct Operating Cost per Service Hour	\$ 143.07	\$ 147.17	\$ 158.57	\$ 163.50	\$ 168.40
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 11.60	\$ 11.98	\$ 13.95	\$ 13.89	\$ 13.89
Net Cost per Service Hour (CUTA)	\$ 47.52	\$ 48.75	\$ 70.64	\$ 72.87	\$ 73.26
% Cost Recovery (CUTA)	69%	69%	58%	58%	59%
Kilometers	636,759	636,759	807,650	807,650	807,650
Gross cost per KM	\$ 3.90	\$ 4.01	\$ 3.81	\$ 3.92	\$ 4.03
Ridership	289,391	292,285	369,262	372,955	376,684
Service Hours	15,281	15,281	17,064	17,064	17,064
Ridership per Service Hour	19	19	22	22	22

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 4 - Cave & Basin

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 7.37	\$ 7.59	\$ 7.59	\$ 7.82	\$ 8.05
Gross Cost per Service Hour	\$ 232.49	\$ 237.21	\$ 253.47	\$ 260.52	\$ 267.12
Direct Operating Cost per Service Hour	\$ 198.48	\$ 202.59	\$ 205.22	\$ 212.15	\$ 218.52
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 26.22	\$ 26.60	\$ 40.33	\$ 40.27	\$ 40.27
Net Cost per Service Hour (CUTA)	\$ 198.90	\$ 203.02	\$ 205.55	\$ 212.43	\$ 218.79
% Cost Recovery (CUTA)	4%	4%	4%	4%	4%
Kilometers	16,320	16,320	10,253	10,253	10,253
Gross cost per KM	\$ 18.57	\$ 18.94	\$ 32.24	\$ 33.13	\$ 33.97
Ridership	22,803	23,031	33,810	34,148	34,490
Service Hours	1,303	1,303	1,304	1,304	1,304
Ridership per Service Hour	17	18	26	26	26

Route 5 - Canmore Local

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 0.91	\$ 0.94	\$ 0.94	\$ 0.97	\$ 1.00
Gross Cost per Service Hour	\$ 144.39	\$ 152.24	\$ 167.23	\$ 175.53	\$ 180.09
Direct Operating Cost per Service Hour	\$ 121.98	\$ 125.42	\$ 139.84	\$ 144.22	\$ 148.54
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 14.61	\$ 18.79	\$ 19.48	\$ 23.23	\$ 23.22
Net Cost per Service Hour (CUTA)	\$ 128.86	\$ 132.50	\$ 146.81	\$ 151.34	\$ 155.87
% Cost Recovery (CUTA) - N/A					
Kilometers	321,193	321,193	324,145	324,145	324,145
Gross cost per KM	\$ 5.92	\$ 6.25	\$ 6.78	\$ 7.12	\$ 7.30
Ridership	283,047	285,877	328,200	331,482	334,797
Service Hours	13,176	13,176	13,140	13,140	13,140
Ridership per Service Hour	21	22	25	25	25

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 6 - Lake Minnewanka

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 24.19	\$ 24.92	\$ 23.25	\$ 23.95	\$ 24.67
Gross Cost per Service Hour	\$ 281.74	\$ 303.18	\$ 308.85	\$ 315.80	\$ 322.31
Direct Operating Cost per Service Hour	\$ 192.06	\$ 196.90	\$ 202.04	\$ 208.88	\$ 215.15
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 81.89	\$ 98.26	\$ 98.89	\$ 98.83	\$ 98.83
Net Cost per Service Hour (CUTA)	\$ 175.67	\$ 180.01	\$ 186.71	\$ 193.02	\$ 198.80
% Cost Recovery (CUTA)	12%	12%	11%	11%	11%
Kilometers	75,375	75,375	75,375	75,375	75,375
Gross cost per KM	\$ 11.69	\$ 12.58	\$ 12.82	\$ 13.11	\$ 13.38
Ridership	67,248	67,920	94,194	95,136	96,087
Service Hours	3,128	3,128	3,128	3,128	3,128
Ridership per Service Hour	21	22	30	30	31

Route 8 - Lake Louise / Banff Regional - Winter

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 100.01	\$ 103.01	\$ 116.21	\$ 119.69	\$ 123.28
Gross Cost per Service Hour	\$ 174.94	\$ 180.08	\$ 203.12	\$ 208.69	\$ 214.34
Direct Operating Cost per Service Hour	\$ 155.97	\$ 160.50	\$ 174.88	\$ 180.34	\$ 185.75
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 11.17	\$ 11.56	\$ 20.32	\$ 20.27	\$ 20.26
Net Cost per Service Hour (CUTA)	\$ 63.76	\$ 65.52	\$ 66.60	\$ 68.74	\$ 70.79
% Cost Recovery (CUTA)	61%	61%	64%	64%	64%
Kilometers	321,496	321,496	354,183	354,183	354,183
Gross cost per KM	\$ 3.45	\$ 3.55	\$ 3.90	\$ 4.01	\$ 4.12
Ridership	90,597	91,503	109,428	110,522	111,628
Service Hours	6,344	6,344	6,804	6,804	6,804
Ridership per Service Hour	14	14	16	16	16

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

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

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 104.93	\$ 108.08	\$ 108.08	\$ 111.32	\$ 114.66
Gross Cost per Service Hour	\$ 761.38	\$ 860.64	\$ 498.23	\$ 508.09	\$ 517.71
Direct Operating Cost per Service Hour	\$ 320.77	\$ 326.82	\$ 303.14	\$ 312.89	\$ 322.27
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 432.82	\$ 525.80	\$ 187.17	\$ 187.12	\$ 187.11
Net Cost per Service Hour (CUTA)	\$ 223.63	\$ 226.76	\$ 202.98	\$ 209.65	\$ 215.93
% Cost Recovery (CUTA)	32%	32%	35%	35%	35%
Kilometers	10,237	10,237	10,237	10,237	10,237
Gross cost per KM	\$ 20.08	\$ 22.70	\$ 13.14	\$ 13.40	\$ 13.65
Ridership	3,886	3,925	5,844	5,902	5,961
Service Hours	270	270	270	270	270
Ridership per Service Hour	14	15	22	22	22

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

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 147.00	\$ 146.58	\$ 191.54	\$ 197.29	\$ 203.21
Gross Cost per Service Hour	\$ 333.85	\$ 310.69	\$ 334.63	\$ 343.46	\$ 351.91
Direct Operating Cost per Service Hour	\$ 270.89	\$ 245.02	\$ 265.10	\$ 273.82	\$ 282.03
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 55.17	\$ 57.65	\$ 61.61	\$ 61.55	\$ 61.55
Net Cost per Service Hour (CUTA)	\$ 131.68	\$ 106.46	\$ 81.48	\$ 84.62	\$ 87.15
% Cost Recovery (CUTA)	53%	58%	70%	70%	70%
Kilometers	257,552	257,552	305,361	305,361	305,361
Gross cost per KM	\$ 7.04	\$ 6.55	\$ 6.38	\$ 6.55	\$ 6.71
Ridership	92,854	92,854	149,348	150,841	152,350
Service Hours	5,429	5,429	5,825	5,825	5,825
Ridership per Service Hour	17	17	26	26	26

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 9 - Johnston Canyon

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 57.97	\$ 59.71	\$ 59.71	\$ 61.50	\$ 63.35
Gross Cost per Service Hour	\$ 261.21	\$ 278.36	\$ 293.03	\$ 300.31	\$ 307.31
Direct Operating Cost per Service Hour	\$ 199.07	\$ 204.15	\$ 218.30	\$ 225.46	\$ 232.23
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 54.35	\$ 66.18	\$ 66.81	\$ 66.76	\$ 66.76
Net Cost per Service Hour (CUTA)	\$ 148.89	\$ 152.47	\$ 166.51	\$ 172.05	\$ 177.20
% Cost Recovery (CUTA)	28%	28%	26%	26%	26%
Kilometers	70,898	70,898	70,898	70,898	70,898
Gross cost per KM	\$ 8.05	\$ 8.58	\$ 9.03	\$ 9.25	\$ 9.47
Ridership	26,974	27,244	37,619	37,995	38,375
Service Hours	2,184	2,184	2,184	2,184	2,184
Ridership per Service Hour	12	12	17	17	18

Route 10 - Moraine Lake

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 97.73	\$ 100.66	\$ 100.66	\$ 103.68	\$ 106.79
Gross Cost per Service Hour	\$ 209.12	\$ -	\$ 247.19	\$ 253.32	\$ 259.59
Direct Operating Cost per Service Hour	\$ 168.66	\$ -	\$ 195.11	\$ 201.13	\$ 207.17
Overhead per Service Hour	\$ 7.79	\$ -	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 32.68	\$ -	\$ 44.16	\$ 44.10	\$ 44.10
Net Cost per Service Hour (CUTA)	\$ 78.72	\$ -	\$ 102.37	\$ 105.54	\$ 108.70
% Cost Recovery (CUTA)	\$ 0.55	0%	55%	56%	50%
Kilometers	30,767	30,767	30,767	30,767	30,767
Gross cost per KM	\$ 4.29	\$ 4.36	\$ 5.07	\$ 5.19	\$ 5.32
Ridership	9,352	9,446	13,944	14,083	14,224
Service Hours	631	631	631	631	631
Ridership per Service Hour	15	15	22	22	23

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 11 - Lake Louise Local

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour		\$ 33.06	\$ 37.08	\$ 37.08	\$ 38.19
Gross Cost per Service Hour		\$ 290.74	\$ 211.57	\$ 214.99	\$ 219.96
Direct Operating Cost per Service Hour		\$ 232.65	\$ 154.36	\$ 157.67	\$ 162.40
Overhead per Service Hour		\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour		\$ 50.06	\$ 49.29	\$ 49.23	\$ 49.23
Net Cost per Service Hour (CUTA)		\$ 207.62	\$ 125.19	\$ 128.68	\$ 132.53
% Cost Recovery (CUTA)		14%	23%	22%	22%
Kilometers		12,200	15,202	15,202	15,202
Gross cost per KM		\$ 18.90	\$ 14.71	\$ 14.95	\$ 15.29
Ridership		21,000	23,008	23,238	23,470
Service Hours		793	1,057	1,057	1,057
Ridership per Service Hour		26	22	22	22

Route 12 - Grassi Lakes

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Amended	Amended	Amended
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ -	\$ -	\$ -	\$ -	\$ -
Gross Cost per Service Hour	\$ 193.90	\$ 197.83	\$ 194.97	\$ 194.84	\$ 199.46
Direct Operating Cost per Service Hour	\$ 139.60	\$ 142.91	\$ 159.35	\$ 168.68	\$ 173.38
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 7.92	\$ 8.09	\$ 8.33
Lease/Amortization per Service Hour	\$ 46.50	\$ 46.89	\$ 27.71	\$ 18.08	\$ 17.76
Net Cost per Service Hour (CUTA)	\$ 147.40	\$ 150.94	\$ 167.27	\$ 176.76	\$ 181.71
% Cost Recovery (CUTA)	\$ -	0%	0%	0%	0%
Kilometers	34,160	34,160	16,764	16,764	16,764
Gross cost per KM	\$ 6.23	\$ 6.36	\$ 22.61	\$ 35.98	\$ 37.59
Ridership	0	0	0	0	0
Service Hours	1,098	1,098	1,944	3,096	3,159
Ridership per Service Hour	0	0	0	0	0

Bow Valley Regional Transit Services Commission

2025-2034 Approved Capital Budget

	2025	2026	2027	2028	2029
Banff					
Opening Deferred Capital Contribution Balance	\$ 2,332,523	\$ 3,240,153	\$ 4,319,940	\$ 5,247,283	\$ 5,568,267
Anticipated Grant Funding	3,840,000	-	-	-	-
Municipal Contribution to New Assets	2,838,605	-	-	-	-
Banff Capital Requisition					
Banff Local Capital Replacement	764,400	1,181,900	1,199,400	1,217,100	1,235,100
Canmore / Banff Regional Capital Replacement	67,600	68,500	69,500	70,500	71,600
Commission Capital Replacement	139,200	128,900	130,500	132,100	133,800
Total Banff Capital Requisition	971,200	1,379,300	1,399,400	1,419,700	1,440,500
Capital Projects					
Banff New Capital Assets	(6,678,605)	-	-	-	-
Banff Local Capital Replacement	(15,000)	(197,219)	(415,823)	(1,079,550)	(62,856)
Canmore / Banff Regional Capital Replacement	(38,570)	(86,987)	(46,235)	(2,500)	(8,390)
Commission Capital Replacement	(10,000)	(15,307)	(10,000)	(16,667)	(10,000)
Total Capital Projects	(6,742,175)	(299,513)	(472,058)	(1,098,716)	(81,245)
Closing Deferred Capital Contribution Balance	\$ 3,240,153	\$ 4,319,940	\$ 5,247,283	\$ 5,568,267	\$ 6,927,521

Canmore					
Opening Deferred Capital Contribution Balance	\$ 1,092,318	\$ 1,433,852	\$ 1,775,809	\$ 2,134,419	\$ 2,110,513
Anticipated Grant Funding	1,200,000	-	-	522,243	-
Municipal Contribution to New Assets	345,562	-	-		-
Canmore Capital Requisition					
Canmore Local Capital Replacement	205,500	330,600	335,500	340,600	345,700
Canmore / Banff Regional Capital Replacement	67,600	68,500	69,500	70,500	71,600
Commission Capital Replacement	139,200	128,900	130,500	132,100	133,800
Total Canmore Capital Requisition	412,300	528,000	535,500	543,200	551,100
Capital Projects					
Canmore New Capital Assets	(1,545,562)	-	-	-	-
Canmore Local Capital Replacement	(22,197)	(83,749)	(120,656)	(1,070,183)	(290,324)
Canmore / Banff Regional Capital Replacement	(38,570)	(86,987)	(46,235)	(2,500)	(8,390)
Commission Capital Replacement	(10,000)	(15,307)	(10,000)	(16,667)	(10,000)

Bow Valley Regional Transit Services Commission
2025-2034 Approved Capital Budget

	2025	2026	2027	2028	2029
Total Capital Projects	(1,616,329)	(186,043)	(176,890)	(1,089,349)	(308,713)
Closing Deferred Capital Contribution Balance	\$ 1,433,852	\$ 1,775,809	\$ 2,134,419	\$ 2,110,513	\$ 2,352,899

Bow Valley Regional Transit Services Commission

2025-2034 Approved Capital Budget

	2025	2026	2027	2028	2029
ID9					
Opening Deferred Capital Contribution Balance	\$ 870,382	\$ 1,313,931	\$ 1,797,601	\$ 2,293,728	\$ 1,571,155
Anticipated Grant Funding	-	-	-	-	-
Parks Canada Capital Contribution	32,505	-	-	-	-
Maintenance & Replacement Contributions	334,041	339,051	344,137	349,299	354,539
ID#9 Capital Contribution	11,328	-	-	-	-
ID#9 Capital Requisition					
Lake Louise / Banff Regional Capital Replacement	30,566	31,025	31,490	31,962	32,442
Commission Capital Replacement	139,200	128,900	130,500	132,100	133,800
Total ID#9 Capital Requisition	169,766	159,925	161,990	164,062	166,242
Capital Projects					
LLB New Capital Assets	(43,833)				
LLB Regional Capital Expenditures	(94,091)	-	-	(1,219,268)	(112,233)
Commission Capital Replacement	(10,000)	(15,307)	(10,000)	(16,667)	(10,000)
Total Capital Projects	(104,091)	(15,307)	(10,000)	(1,235,935)	(122,233)
Closing Deferred Capital Contribution Balance	\$ 1,313,931	\$ 1,797,601	\$ 2,293,728	\$ 1,571,155	\$ 1,969,702

ALL PARTNERS					
Opening Deferred Capital Contribution Balance	\$ 4,295,224	\$ 5,987,936	\$ 7,893,350	\$ 9,675,429	\$ 9,249,934
Anticipated Grant Funding	5,040,000	-	-	522,243	-
Proposed Annual Contributions	5,115,307	2,406,276	2,441,027	2,476,262	2,512,381
Capital Projects	(8,462,595)	(500,862)	(658,948)	(3,424,000)	(512,192)
Remaining Unspent End of Year	\$ 5,987,936	\$ 7,893,350	\$ 9,675,429	\$ 9,249,934	\$ 11,250,123

Bow Valley *Regional* Transit Services Commission



2024 Unaudited Financial Results and KPIs

2024 Overall summary of results

Bow Valley Regional Transit Services Commission						
All routes - Actual vs budget vs Prior Year (PY)						
January - December 2024						
	Actual	Budget	Over/ under budget		PY Jan-Dec 2023	Difference from PY
Income						
Bus Pass Sales	4,601,799	3,995,904	605,895		4,391,366	210,433
Grant Revenue	-	-	-		2,000	(2,000)
Interest Revenue	184,422	84,000	100,422		241,881	(57,460)
Marketing & Advertising Revenue	72,507	57,930	14,576		51,334	21,173
Other Income	40,669	2,620	38,049		20,180	20,489
Partner Programs	718,222	574,013	144,209		643,355	74,867
Recoveries - Operating (non-members)	2,554,872	2,507,523	47,349		1,520,129	1,034,743
Requisitions - Capital	12,733	-	12,733		31,661	(18,928)
Requisitions - Operating	5,587,360	5,771,522	(184,162)		4,237,177	1,350,183
Total Income	13,772,583	12,993,512	779,071		11,139,082	2,633,501
Expenses						
Advertising & Marketing Expenses	79,092	103,685	(24,593)		100,369	(21,278)
Contracted Services / Professional Fees	1,088,168	178,609	909,559		342,927	745,242
Fuel Expense	1,026,452	1,038,848	(12,396)		792,258	234,194
General Operating Expenses	211,661	223,185	(11,524)		206,172	5,490
Infrastructure Maintenance	48,507	93,573	(45,066)		54,000	(5,493)
Insurance Expense	210,052	232,789	(22,737)		192,473	17,579
Software Fees & Licences	254,083	277,132	(23,049)		218,026	36,057
Staff, Training, Travel & Meals	153,700	250,101	(96,401)		143,305	10,395
Transit storage facility	421,054	353,034	68,021		319,207	101,848
Vehicle Expenses	3,182,970	2,433,126	749,844		2,004,551	1,178,419
Wages & Benefits	6,972,350	7,124,302	(151,952)		5,784,306	1,188,044
Total Expenses	13,648,089	12,308,383	1,339,706		10,157,593	3,490,496
Surplus / Deficiency Prior to Amortization	124,494	685,129	(560,635)		981,489	(856,995)
Amortization Expense	2,145,478	2,275,580	(130,102)		1,768,472	377,007
Loss on Sale of TCA	355,046	-	355,046		353,002	2,045
Net Revenue	(2,376,031)	(1,590,451)	(785,580)	-	(1,139,985)	(1,236,046)

Overall, we finished the year behind projections with the surplus prior to amortization approximately \$560,000 less than budget.

Note – excludes the table above does not include the ‘Tangible Capital Asset’ class.

Service hours operated internally were down from budgeted amounts by approximately 3,000. Route 6 service hours were operated externally by Diversified. Overall total service hours were consistent with budgeted amounts.

REVENUE

Overall pass revenues are up approximately \$600,000 from budget and approximately \$200,000 higher than PY. Mostly due to increased ridership.

- Routes 1 & 2 revenues combined are \$100,000 under budget (some of the increase in gondola partner revenue is contributing to this difference).
- Route 3 revenue are \$60,000 above budget.
- Route 8 summer/winter revenues are \$520,000 above budget.
- Route 9 revenue are \$70,000 above budget.

Partner revenues are \$144,000 above budget and \$75,000 higher than prior year. Pursuit billing for Gondola ridership was approximately \$150,000 higher than budgeted amounts.

Other revenue includes charter sales and warranty revenue, and foreign exchange revenue.

Interest is over budgeted amounts. Includes CIBC investment interest on operating reserve amounts and interest on ATB operating accounts. Less that PY due to decreasing interest rates.

Non member recoveries are based on actual expenses incurred.

Member recoveries are based on budgeted amounts except:

- ID9 contributions to Lake Louise summer routes of \$300,000 was allocated to the maintenance and replacement reserve.
- Recoveries for Canmore bus storage was not budgeted for.

Member and non-member recoveries for Onit are not included in budgeted figures.

Capital requisitions are for Banff using deferred funds for hotel partner program expenses.

EXPENSES

Overall expenses are up approximately \$1.3 million from budget and \$3.5 million from PY.

The only significant expense discrepancies are coming from contract services, vehicle maintenance costs and wages. Most other expenses are either consistent or slightly above/below budgeted numbers.

Large expense variances:

Contract services

Contract services is \$900,000 above budget. This line item includes \$275,000 for Onit, \$11,000 for Calgary-LL direct and \$610,000 for Diversified operating Route 6 which all were not budgeted. This line item also includes \$46,000 for the fleet study which was set to come from operating reserves.

Vehicle expenses

Vehicle expenses are \$750,000 above budget.

Town of Banff vehicle maintenance expenses are approximately \$650,000 above budget. Mechanic wages and fixed overhead costs are approximately \$550,000 over budget. Parts and supplies are approximately \$150,000 over budget. This was discussed in June when Administration presented updated forecasts for these expenses for the rest of the year. We had lots of maintenance issues over the first two quarters, and some major repairs. Overall, the overage was not as bad as we anticipated, and costs savings in other areas have helped to reduce the overall impact of this large variance.

Vehicle expenses also include \$72,000 for leased cutaways which was not budgeted for. Also, there were \$26,000 of accident costs. Any insurance proceeds were netted against these costs.

Wages

Overall wages are \$150,000 below budget.

Administration and operations wages are both under budget. Customer service and cleaners are over budget. However, the overall expenses in these for 4 areas together are consistent with budgeted amounts.

Driver wages are \$150,000 below budget. Approximately \$230,000 of this is due to Route 6 being operated externally by Diversified.

Small expense variances:

Advertising and marketing expenses are \$24,000 under budgeted amounts but based on actual expenses to date.

Fuel is \$12,000 under budgeted amounts. Mostly due to Route 6 and reduced service hours. Overall variance from reduced service hours should have been higher, but reduced Proterra buses in service meant that the costs savings from electric buses were not fully realized.

General operating expenses are \$11,000 less than budgeted amounts. Mostly coming from Canmore office not being taken over until May but budgeted for the full year.

Infrastructure expenses \$45,000 below budget but based on actual expenses to date.

Insurance costs were \$22,000 under budget. We did have some un-budgeted costs such as the cyber insurance policy, but per bus insurance costs went down when we had budgeted for an increase.

Software is approximately \$23,000 under budget. Some of this is coming from projects that were budgeted, but not yet completed such as budgeting software.

Staff expenses are approximately \$96,000 below budget. This is mostly coming from staff accommodation expenses which are \$77,000 below budget. Rental recovery has better than budgeted. We did not take over the Canmore staff house until May 15th, when this was budgeted for the full year. Also, the budget included financing costs which were not needed.

Transit storage building is \$68,000 over budget. We have seen increased utility costs, and some larger R&M items for machinery and equipment in the building that were not budgeted for. Cost savings in infrastructure maintenance were utilized in this area.

Amortization costs were below budgeted amounts, but include new staff accommodation, 3 new MCI buses, 2 new cutaway buses and Consat (double map replacement).

Loss on sale is due to loss on disposal of Wolf bus (Feb 2024) and replacement of double map hardware with Consat.

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 1/2) January - December 2024															
	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
Income																
Bus Pass Sales	-				347,987	394,202	285,948	340,085	1,621,675	1,562,960	17,998	9,607			41,165	39,940
Interest Revenue	184,422	84,000														
Marketing & Advertising Revenue	2,608				18,514	16,395	17,003	16,397	19,276	13,115	-		12,373	12,023	-	
Other Income	40,635				17	1,311	17	1,309								
Partner Programs					473,044	343,715	211,058	191,482	5,672	3,090					28,448	35,726
Recoveries - Operating (non-members)			211,278		26,064	26,064	48,472	48,472			292,835	281,968			925,281	778,227
Requisitions - Capital					6,367		6,367									
Requisitions - Operating	609,687	609,691	80,500		1,241,754	1,241,754	1,099,416	1,099,418	607,040	607,043			1,626,097	1,595,159		
Total Income	837,351	693,691	291,778	-	2,113,746	2,023,441	1,668,281	1,697,163	2,253,663	2,186,208	310,832	291,575	1,638,469	1,607,183	994,894	853,893
Expenses																
Advertising & Marketing Expenses	12,808				14,722	25,310	12,849	23,621	15,573	17,384	1,791	1,672	12,609	14,327	2,311	2,963
Contracted Services / Professional Fees	123,307	59,793	274,778		9,195	19,779	8,354	18,883	9,529	13,682	3,223	3,585	12,887	28,982	614,131	6,182
Fuel Expense	1,702				126,368	137,785	103,042	92,847	279,366	287,940	8,388	6,969	166,593	150,231	1,940	22,771
General Operating Expenses	65,343	79,111			18,102	15,650	16,608	14,340	26,120	40,521	1,704	1,498	7,720	9,545	3,350	3,706
Infrastructure Maintenance	1,447	206			8,060	14,530	7,688	14,894	13,289	27,930	994	1,639	1,035	18,660	1,988	3,356
Insurance Expense	30,724	16,245			29,197	38,479	23,384	29,761	22,804	28,665	5,705	6,706	23,875	26,856	16,911	19,726
Software Fees & Licences	42,144	74,223			37,212	34,091	34,238	30,124	35,378	26,256	5,995	9,534	29,125	20,471	14,738	19,339
Staff, Training, Travel & Meals	75,206	65,086			14,992	32,674	9,830	24,753	9,212	20,315	3,499	6,469	7,607	21,985	3,683	13,805
Transit storage facility	6,308	4,450			76,605	75,898	68,097	64,020	81,205	64,829	11,806	13,350	39,120	6,828	23,690	26,699
Vehicle Expenses	53,681	6,300			574,189	449,689	514,897	379,073	568,616	487,790	75,096	48,172	509,980	382,064	91,642	100,872
Wages & Benefits	405,868	388,278	17,000		1,165,491	1,179,558	1,048,482	1,004,852	1,199,434	1,170,895	157,014	159,076	975,494	927,235	101,533	381,354
Total Expenses	818,537	693,691	291,778	-	2,074,134	2,023,443	1,847,468	1,697,167	2,260,526	2,186,207	275,215	258,671	1,786,045	1,607,184	875,918	600,773
Surplus / Deficiency Prior to Amortization	18,814	- 0	0	-	39,612	- 2	- 179,187	- 4	- 6,863	1	35,617	32,904	- 147,575	- 1	118,976	253,120
Amortization Expense	177,301	75,687			442,150	459,676	368,459	449,732	191,089	162,443	35,617	32,904	174,075	179,817	118,976	253,120
Loss on Sale of TCA					165,155		165,155		9,048				12,232		3,456	
Net Income	- 158,487	- 75,687	0	-	- 567,693	- 459,678	- 712,800	- 449,736	- 207,001	- 162,442	- - 0	-	- 333,883	- 179,818	- 3,456	-

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Budget (pg 2/2) January - December 2024																		
	Rt 08 - LLB Regional Winter (Extra parks bus)		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		Rt 12 - Grassi Lakes		TOTAL		
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	% of Budget
Income																			
Bus Pass Sales	217,710		673,487	634,434		28,332	1,064,860	798,071	197,020	126,631	86,649	61,642	47,300				4,601,799	3,995,904	115%
Interest Revenue																	184,422	84,000	220%
Marketing & Advertising Revenue			1,909				540		97				-		187		72,507	57,930	125%
Other Income																	40,669	2,620	1552%
Partner Programs																	718,222	574,013	125%
Recoveries - Operating (non-members)	278,743			168,269	-	91,641	340,904	723,903	301,825	222,597	72,189	64,737	-		57,283	101,645	2,554,872	2,507,523	102%
Requisitions - Capital																	12,733	-	
Requisitions - Operating			216,801	186,804		83,237	-	44,585		202,185					106,065	101,645	5,587,360	5,771,522	97%
Total Income	496,452	-	892,197	989,507	-	203,210	1,406,303	1,566,558	498,943	551,413	158,837	126,379	47,300	-	163,536	203,290	13,772,583	12,993,512	106%
Expenses																			
Advertising & Marketing Expenses	473		920	4,460		2,210	2,259	7,546	703	2,067	31	375	240		1,802	1,750	79,092	103,685	76%
Contracted Services / Professional Fees	1,772		3,297	4,941	-	2,976	20,890	12,674	4,328	3,686	1,096	1,270	376		1,005	2,176	1,088,168	178,609	609%
Fuel Expense	50,267		100,290	148,230		4,152	106,597	139,152	45,804	23,915	17,284	13,990	17,478		1,331	10,866	1,026,452	1,038,848	99%
General Operating Expenses	6,671		17,860	17,159		2,854	38,058	30,235	5,198	5,887	3,988	1,843	723		216	836	211,661	223,185	95%
Infrastructure Maintenance	823		1,509	5,168		949	7,249	3,232	971	886	1,231	482	557		1,669	1,641	48,507	93,573	52%
Insurance Expense	5,637		5,637	6,575		6,575	17,423	26,899	22,548	19,726			2,641		3,566	6,575	210,052	232,789	90%
Software Fees & Licences	5,413		9,076	6,560	-	6,772	25,003	25,555	10,724	16,872	845	515	2,221		1,971	6,820	254,083	277,132	92%
Staff, Training, Travel & Meals	873		1,725	9,827	-	4,880	18,465	35,365	3,484	8,025	165	726	2,535		2,423	6,190	153,700	250,101	61%
Transit storage facility	21,355		24,690	17,331	-	8,900	33,396	44,030	24,197	26,699	840		542		9,204		421,054	353,034	119%
Vehicle Expenses	103,673		167,786	229,219	-	8,234	253,909	225,989	146,386	63,455	18,792	20,025	54,239		50,086	32,244	3,182,970	2,433,126	131%
Wages & Benefits	209,563		394,544	540,037	-	38,103	813,545	919,979	275,006	263,595	78,193	67,153	89,891		41,293	84,189	6,972,350	7,124,302	98%
Total Expenses	406,519	-	727,334	989,507	-	86,605	1,336,794	1,470,656	539,348	434,813	122,465	106,379	171,444	-	114,566	153,287	13,648,089	12,308,383	111%
Surplus / Deficiency Prior to Amortization	89,934	-	164,863	- 0	-	116,605	69,510	95,903	- 40,406	116,600	36,373	20,000	- 124,143	-	48,969	50,003	124,494	685,129	
Amortization Expense	89,934		88,987	64,750		116,600	238,110	294,251	108,868	116,600	36,373	20,000	53,305		22,234	50,000	2,145,478	2,275,580	94%
Loss on Sale of TCA																	355,046	-	
Net Income	-	-	75,876	- 64,750	-	5	- 168,601	- 198,348	- 149,274	- 0	-	-	- 177,448	-	26,735	3	- 2,376,031	- 1,590,451	

	<div>Bow Valley Regional Transit Services Commission</div> <div>All Routes - Actual vs Prior Year (pg 1/2)</div> <div>January - December 2024</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	
	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)
INCOME																
Bus Pass Sales					347,987	320,737	285,948	252,054	1,621,675	1,379,282	17,998	26,678		-3	41,165	59,595
Grant Revenue		2,000														
Interest Revenue	184,422	241,881														
Marketing & Advertising Revenue	2,608	2,205			18,514	10,719	17,003	9,652	19,276	11,155		1,608	12,373	8,585		2,093
Other Income	40,635	6,482			17	6,849	17	6,849								
Partner Programs					473,044	415,007	211,058	191,641	5,672	5,112					28,448	31,595
Recoveries - Operating (non-members)			211,278	149,078	26,064	23,525	48,472	46,164			292,835	227,273			925,281	556,933
Requisitions - Capital					6,367	11,681	6,367	11,681		8,298						
Requisitions - Operating	609,687	561,831	80,500	77,500	1,241,754	843,346	1,099,416	675,319	607,040	465,204			1,626,097	1,337,021		
Total Income	837,351	814,399	291,778	226,578	2,113,746	1,631,863	1,668,281	1,193,360	2,253,663	1,869,051	310,832	255,559	1,638,469	1,345,603	994,894	650,217
EXPENSES																
Advertising & Marketing Expenses	12,808	14,919			14,722	17,668	12,849	14,275	15,573	17,747	1,791	2,286	12,609	13,943	2,311	4,532
Contracted Services / Professional Fees	123,307	51,119	274,778	211,578	9,195	8,426	8,354	9,176	9,529	8,768	3,223	954	12,887	31,746	614,131	2,395
Fuel Expense	1,702	534			126,368	80,530	103,042	74,139	279,366	219,098	8,388	3,718	166,593	147,234	1,940	27,571
General Operating Expenses	65,343	46,383			18,102	22,376	16,608	20,667	26,120	36,956	1,704	1,051	7,720	7,331	3,350	2,210
Infrastructure Maintenance	1,447	2,846			8,060	11,051	7,688	10,428	13,289	8,536	994	831	1,035	4,585	1,988	1,875
Insurance Expense	30,724	15,049			29,197	30,002	23,384	24,029	22,804	24,182	5,705	6,097	23,875	25,411	16,911	16,540
Software Fees & Licences	42,144	26,517			37,212	35,284	34,238	32,994	35,378	30,365	5,995	5,791	29,125	28,144	14,738	14,251
Staff, Training, Travel & Meals	75,206	41,238			14,992	20,098	9,830	13,536	9,212	12,086	3,499	4,318	7,607	10,786	3,683	10,452
Transit storage facility	6,308	9,253			76,605	58,744	68,097	49,846	81,205	55,139	11,806	12,635	39,120	13,651	23,690	25,626
Vehicle Expenses	53,681	45,212			574,189	352,772	514,897	312,452	568,616	373,517	75,096	48,145	509,980	338,775	91,642	95,843
Wages & Benefits	405,868	345,893	17,000	15,000	1,165,491	936,080	1,048,482	844,442	1,199,434	932,585	157,014	119,546	975,494	794,427	101,533	286,392
Total Expenses	818,537	598,964	291,778	226,578	2,074,134	1,573,032	1,847,468	1,405,983	2,260,526	1,718,978	275,215	205,371	1,786,045	1,416,033	875,918	487,687
Surplus / Deficiency Prior to Amortization	18,814	215,435	0	-	39,612	58,831	(179,187)	(212,624)	(6,863)	150,073	35,617	50,188	(147,575)	(70,430)	118,976	162,529
Amortization Expense	177,301	69,916			442,150	350,169	368,459	291,815	191,089	186,076	35,617	50,188	174,075	187,265	118,976	162,529
					165,155	176,501	165,155	176,501	9,048				12,232		3,456	
Net Income	(158,487)	145,519	0	-	(567,693)	(467,838)	(712,800)	(680,939)	(207,001)	(36,003)	(0)	(0)	(333,883)	(257,695)	(3,456)	0

	Bow Valley Regional Transit Services Commission All Routes - Actual vs Prior Year (pg 2/2) January - December 2024																		
	Rt 08 - LLB Regional Winter (Extra parks bus)		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		Rt 12 - Grassi Lakes		TOTAL		
	Jan - Dec. 2024	Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Jan - Dec. 2024	Dec. 2023 (PY)	Jan - Dec. 2024	Jan - Dec. 2023 (PY)	Change
INCOME																			
Bus Pass Sales	217,710	56,920	673,487	715,703		49,146	1,064,860	1,266,682	197,020	156,748	86,649	70,061	47,300	37,764			4,601,799	4,391,366	210,433
Grant Revenue																	0	2,000	-2,000
Interest Revenue																	184,422	241,881	-57,460
Marketing & Advertising Revenue			1,909	1,120		800	540	855	97	2,056				485	187		72,507	51,334	21,173
Other Income																	40,669	20,180	20,489
Partner Programs																	718,222	643,355	74,867
Recoveries - Operating (non-members)	278,743	160,374			0	12,807	340,904	4,730	301,825	202,425	72,189	57,392		79,428	57,283		2,554,872	1,520,129	1,034,743
Requisitions - Capital																	12,733	31,661	-18,928
Requisitions - Operating			216,801	176,226			0	100,730							106,065		5,587,360	4,237,177	1,350,183
Total Income	496,452	217,294	892,197	893,049	-	62,753	1,406,303	1,372,997	498,943	361,229	\$ 158,837	\$ 127,453	\$ 47,300	\$ 117,677	\$ 163,536	\$ -	\$ 13,772,583	\$11,139,082	\$ 2,633,501
EXPENSES																			
Advertising & Marketing Expenses	473		920	1,951		314	2,259	6,800	703	4,366	31	281	240	1,287	1,802		79,092	100,369	-21,278
Contracted Services / Professional Fees	1,772	0	3,297	3,463		644	20,890	12,472	4,328	1,450	1,096	249	376	486	1,005		1,088,168	342,927	745,242
Fuel Expense	50,267	28,012	100,290	76,027		3,017	106,597	78,062	45,804	33,544	17,284	10,605	17,478	10,166	1,331		1,026,452	792,258	234,194
General Operating Expenses	6,671	0	17,860	19,915		1,520	38,058	41,370	5,198	3,650	3,988	2,269	723	475	216		211,661	206,172	5,490
Infrastructure Maintenance	823	0	1,509	2,124		672	7,249	8,557	971	1,335	1,231	573	557	587	1,669		48,507	54,000	-5,493
Insurance Expense	5,637		5,637	5,978		1,534	17,423	23,060	22,548	11,921		2,983	2,641	5,687	3,566		210,052	192,473	17,579
Software Fees & Licences	5,413	0	9,076	8,488		3,572	25,003	20,873	10,724	8,926	845	1,053	2,221	1,768	1,971		254,083	218,026	36,057
Staff, Training, Travel & Meals	873	0	1,725	2,068		1,572	18,465	19,379	3,484	4,881	165	816	2,535	2,076	2,423		153,700	143,305	10,395
Transit storage facility	21,355	0	24,690	24,887		2,265	33,396	35,089	24,197	18,940	840	4,603	542	8,529	9,204		421,054	319,207	101,848
Vehicle Expenses	103,673	33,453	167,786	112,348		17,183	253,909	186,268	146,386	60,863	18,792	10,425	54,239	17,295	50,086		3,182,970	2,004,551	1,178,419
Wages & Benefits	209,563	107,655	394,544	308,247		25,701	813,545	683,776	275,006	243,793	78,193	67,540	89,891	73,230	41,293		6,972,350	5,784,306	1,188,044
Total Expenses	406,519	169,120	727,334	565,495	-	57,993	1,336,794	1,115,707	539,348	393,668	\$ 122,465	\$ 101,397	\$ 171,444	\$ 121,587	\$ 114,566	\$ -	\$ 13,648,089	\$10,157,593	\$ 3,490,496
Surplus / Deficiency Prior to Amortization	89,934	48,174	164,863	327,554	-	4,760	69,510	257,290	(40,406)	(32,439)	\$ 36,373	\$ 26,056	\$ (124,143)	\$ (3,910)	\$ 48,969	\$ -	\$ 124,494	\$ 981,489	\$ (856,995)
Amortization Expense	89,934	48,174	88,987	69,312		13,400	238,110	159,752	108,868	104,138.01	36,372.72	26,056.22	53,304.64	49,680.50	22,234.33		2,145,478	1,768,472	377,007
																	355,046	353,002	2,045
Net Income	0	0	75,876	258,242	-	(8,641)	(168,601)	97,538	(149,274)	(136,577)	(0)	0	(177,448)	(53,590)	26,735	-	(2,376,031)	(1,139,985)	(1,236,046)

Bow Valley Regional Transit Services Commission Administrative				
	Jan - Dec, 2024			
	Actual	Budget	% of Budget	
Income				
Interest Revenue	184,422	84,000	220%	1
Marketing & Advertising Revenue	2,608			
Other Income	40,635			2
Requisitions - Operating	609,687	609,691	100%	
Total Income	\$ 837,351	\$ 693,691	121%	
Expenses				
Advertising & Marketing Expenses	12,808			3
Contracted Services / Professional Fees	123,307	59,793	206%	4
Fuel Expense	1,702			
General Operating Expenses	65,343	79,111	83%	5
Infrastructure Maintenance	1,447	206		
Insurance Expense	30,724	16,245	189%	6
Software Fees & Licences	42,144	74,223	57%	7
Staff, Training, Travel & Meals	75,206	65,086	116%	8
Transit storage facility	6,308	4,450	142%	
Vehicle Expenses	53,681	6,300	852%	9
Wages & Benefits	405,868	388,278	105%	10
Total Expenses	818,537	693,691	118%	
Surplus / Deficiency Prior to Amortization	18,814	(0)		
Amortization Expense	177,301	75,687	234%	11
Net Income	(158,487)	(75,687)		

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

2) Includes warranty income, charter sales and foreign exchange gain/loss.

3) Includes advertising/sponsorship for all routes, and Roam SWAG.

4) Includes 46K for Fleet study funded through operating reserves.

5) General operating expenses under budget. Additional office space not taken over till May.

6) Insurance is over budget because it includes Cyber insurance and the 2 leased cutaways.

7) More software allocated to routes than budgeted, also Budget software implementation not till 2025, so no costs in 2024

8) Overall staff expenses consistent with budgeted amounts, except mileage includes CEO vehicle allowance of \$14K which was not budgeted.

9) Includes \$27K for accident related expenses, plus repairs on admin vehicles, and allocation of transit storage fixed costs for spare buses.

10) Admin and customer service wage allocation slightly over budgeted amount. Also includes \$5K of driver wages related to charter income, and driver help with set up of canmore office and staff accom.

11) Includes staff accom building, additional allocation from route 6 being contracted out, 1/3 of the MCI's and the 2 new cutaways as spare buses.

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

All Routes	January - September 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 69.41	\$ 51.85	33.9%	\$ 69.60
Gross Cost per Service Hour	\$ 197.84	\$ 186.40	6.1%	\$ 155.06
Direct Operating Cost per Service Hour	\$ 161.45	\$ 148.45	8.8%	\$ 126.52
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 28.78	\$ 29.08	-1.0%	\$ 23.75
Net Cost per Service Hour (CUTA)	\$ 99.65	\$ 105.47	-5.5%	\$ 61.70
% Cost Recovery (CUTA)	48%	39%		63%
Gross cost per KM	\$ 7.44	\$ 6.74		\$ 5.53
Route KM	2,064,211	2,163,647		2,031,675
Ridership	2,760,525	2,371,664	16.4%	2,632,283
Service Hours	77,659	78,240	-0.7%	72,422
Ridership per Service Hour	36	30	17.3%	36

Bow Valley Regional Transit Services Commission Route 1 - Banff Local Sulphur Mtn				
	Jan - Dec, 2024			
	Actual	Budget	% of Budget	
Income				
Bus Pass Sales	347,987	394,202	88%	1
Marketing & Advertising Revenue	18,514	16,395	113%	
Other Income	17	1,311	1%	
Partner Programs	473,044	343,715	138%	2
Recoveries - Operating (non-members)	26,064	26,064	100%	
Requisitions - Capital	6,367			3
Requisitions - Operating	1,241,754	1,241,754	100%	
Total Income	2,113,746	2,023,441	104%	
Expenses				
Advertising & Marketing Expenses	14,722	25,310	58%	4
Contracted Services / Professional Fees	9,195	19,779	46%	5
Fuel Expense	126,368	137,785	92%	6
General Operating Expenses	18,102	15,650	116%	
Infrastructure Maintenance	8,060	14,530	55%	
Insurance Expense	29,197	38,479	76%	7
Software Fees & Licences	37,212	34,091	109%	
Staff, Training, Travel & Meals	14,992	32,674	46%	8
Transit storage facility	76,605	75,898	101%	
Vehicle Expenses	574,189	449,689	128%	9
Wages & Benefits	1,165,491	1,179,558	99%	10
Total Expenses	2,074,134	2,023,443	103%	
Surplus / Deficiency Prior to Amortization	39,612	(2)		
Loss on Sale of TCA	165,155			11
Amortization Expense	442,150	459,676	96%	
Net Income	(567,693)	(459,678)		

Service hours approximately 240 less than annual budget

- 1) Pass revenues less than budget. Some of the pass revenue will be in partner revenue for Gondola passengers paid for by Pursuit
- 2) Pursuit Gondola billing approximately \$150,000 over budgeted amount.
- 3) Transfer from deferred capital for costs related to hotel partner program.
- 4) Advertising and marketing under budget, but based on actual expenses to date.
- 5) Contracted services less than budget, no security to date.
- 6) Fuel under budget, because of less service hours, and cost savings from use of electric buses.
- 7) Budgeted an increase in insurance expenses, but actual decrease in per bus insurance costs.
- 8) Staff expenses under budget, mostly because rental recovery on staff units was greater than budgeted, and budget for Canmore staff accom included financing costs.
- 9) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 10) Overall all wages are under budget or consistent with budget.
- 11) Loss on disposal of wolf and Double map hardware

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 1 - Banff Local Sulphur Mtn	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 54.93	\$ 26.53	107.0%	\$ 53.44
Gross Cost per Service Hour	\$ 174.53	\$ 169.79	2.8%	\$ 142.17
Direct Operating Cost per Service Hour	\$ 135.71	\$ 130.35	4.1%	\$ 111.59
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 31.21	\$ 30.58	2.1%	\$ 25.81
Net Cost per Service Hour (CUTA)	\$ 88.38	\$ 112.68	-21.6%	\$ 62.93
% Cost Recovery (CUTA)	38%	19%		46%
Gross cost per KM	\$ 12.53	\$ 12.24		\$ 9.29
Route KM	212,845	215,332		215,710
Ridership	854,946	795,525	7.5%	813,710
Service Hours	15,284	15,524	-1.5%	14,097
Ridership per Service Hour	56	51	9.2%	58

Bow Valley Regional Transit Services Commission					
Route 2 - Banff Local Tunnel Mtn					
		Jan - Dec, 2024			
		Actual	Budget	% of Budget	
Income					
Bus Pass Sales		285,948	340,085	84%	1
Marketing & Advertising Revenue		17,003	16,397	104%	
Other Income		17	1,309	1%	
Partner Programs		211,058	191,482	110%	
Recoveries - Operating (non-members)		48,472	48,472	100%	
Requisitions - Capital		6,367			
Requisitions - Operating		1,099,416	1,099,418	100%	
Total Income		1,668,281	1,697,163	98%	
Expenses					
Advertising & Marketing Expenses		12,849	23,621	54%	2
Contracted Services / Professional Fees		8,354	18,883	44%	
Fuel Expense		103,042	92,847	111%	3
General Operating Expenses		16,608	14,340	116%	
Infrastructure Maintenance		7,688	14,894	52%	4
Insurance Expense		23,384	29,761	79%	
Software Fees & Licences		34,238	30,124	114%	
Staff, Training, Travel & Meals		9,830	24,753	40%	
Transit storage facility		68,097	64,020	106%	5
Vehicle Expenses		514,897	379,073	136%	
Wages & Benefits		1,048,482	1,004,852	104%	6
Total Expenses		1,847,468	1,697,167	109%	
Surplus / Deficiency Prior to Amortization		(179,187)	(4)		
Loss on Sale of TCA		165,155			7
Amortization Expense		368,459	449,732	82%	
Net Income		(712,800)	(449,736)		

Service hours approximately 260 more than annual budget

- 1) Pass revenues less than budget to date for Route 1, mostly coming from being under budget in Q1 and Q2.
- 2) Advertising and marketing under budget, but based on actual expenses to date.
- 3) Contracted services less than budget, no security to date.
- 4) Staff expenses under budget, mostly because rental recovery on staff units was greater than budgeted, and budget for Canmore staff accom included financing costs.
- 5) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 6) All slightly under budget due to service hours being over budget.
- 7) Loss on disposal of wolf and Double map hardware

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 2 - Banff Local Tunnel Mtn	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 38.54	\$ 27.35	40.9%	\$ 37.10
Gross Cost per Service Hour	\$ 176.04	\$ 173.97	1.2%	\$ 142.63
Direct Operating Cost per Service Hour	\$ 138.52	\$ 129.75	6.8%	\$ 113.36
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 29.91	\$ 35.35	-15.4%	\$ 24.49
Net Cost per Service Hour (CUTA)	\$ 107.59	\$ 111.26	-3.3%	\$ 81.04
% Cost Recovery (CUTA)	26%	20%		31%
Gross cost per KM	\$ 13.28	\$ 14.10		\$ 10.13
Route KM	176,844	161,358		174,634
Ridership	770,920	668,987	15.2%	733,010
Service Hours	13,337	13,080	2.0%	12,403
Ridership per Service Hour	58	51	13.0%	59

Bow Valley Regional Transit Services Commission Route 3 - Canmore / Banff Regional			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Bus Pass Sales	1,621,675	1,562,960	104%
Marketing & Advertising Revenue	19,276	13,115	147%
Partner Programs	5,672	3,090	184%
Requisitions - Operating	607,040	607,043	100%
Total Income	2,253,663	2,186,208	103%
Expenses			
Advertising & Marketing Expenses	15,573	17,384	90%
Contracted Services / Professional Fees	9,529	13,682	70%
Fuel Expense	279,366	287,940	97%
General Operating Expenses	26,120	40,521	64%
Infrastructure Maintenance	13,289	27,930	48%
Insurance Expense	22,804	28,665	80%
Software Fees & Licences	35,378	26,256	135%
Staff, Training, Travel & Meals	9,212	20,315	45%
Transit storage facility	81,205	64,829	125%
Vehicle Expenses	568,616	487,790	117%
Wages & Benefits	1,199,434	1,170,895	102%
Total Expenses	2,260,526	2,186,207	103%
Surplus / Deficiency Prior to Amortization	(6,863)	1	
Loss on Sale of TCA	9,048		
Amortization Expense	191,089	162,443	118%
Net Income	(207,001)	(162,442)	

Service hours consistent with annual budget

- 1) Pass revenues higher than budget to date due to strong ridership.
- 2) General operating expenses under budget. Mostly due to differences in Moneris fees. Budget based on % of total pass sales, but actual based on reservation system and vending machines only.
- 3) Overall infrastructure maintenance below budget, including amounts allocated to CB regional routes.
- 4) Staff expenses under budget, mostly because rental recovery on staff units was greater than budgeted, and budget for Canmore staff accom included financing costs.
- 5) Overall allocation to CB regional over budget amounts. Partly because of winter utilities, snow clearing and R&M for building over the winter charged to winter routes.
- 6) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 7) All wages consistent with budgeted amounts
- 8) Loss on disposal of Double map hardware

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 3 - Canmore / Banff Regional	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 108.31	\$ 103.14	5.0%	\$ 98.44
Gross Cost per Service Hour	\$ 171.15	\$ 163.54	4.7%	\$ 140.13
Direct Operating Cost per Service Hour	\$ 148.69	\$ 143.07	3.9%	\$ 121.26
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 14.85	\$ 11.60	28.1%	\$ 14.09
Net Cost per Service Hour (CUTA)	\$ 47.99	\$ 48.79	-1.7%	\$ 27.60
% Cost Recovery (CUTA)	69%	68%		78%
Gross cost per KM	\$ 4.28	\$ 3.92		\$ 3.47
Route KM	607,397	636,759		571,834
Ridership	343,901	289,391	18.8%	329,489
Service Hours	15,203	15,281	-0.5%	14,177
Ridership per Service Hour	23	19	19.4%	23

Bow Valley Regional Transit Services Commission			
Route 4 - Cave & Basin			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Bus Pass Sales	17,998	9,607	187%
Recoveries - Operating (non-members)	292,835	281,968	104%
Total Income	310,832	291,575	107%
Expenses			
Advertising & Marketing Expenses	1,791	1,672	107%
Contracted Services / Professional Fees	3,223	3,585	90%
General Operating Expenses	1,704	1,498	114%
Infrastructure Maintenance	994	1,639	61%
Insurance Expense	5,705	6,706	85%
Software Fees & Licences	5,995	9,534	63%
Staff, Training, Travel & Meals	3,499	6,469	54%
Transit storage facility	11,806	13,350	88%
Vehicle Expenses	75,096	48,172	156%
Wages & Benefits	157,014	159,076	99%
Total Expenses	275,215	258,671	106%
Surplus / Deficiency Prior to Amortization	35,617	32,904	
Amortization Expense	35,617	32,904	108%
Net Income	-	(0)	

1) Bus pass sales over budget amounts. Ridership and service hours are down, but increase mostly due to allocation of Superpass revenue.

2) Recoveries based on actual net expenses. Overall Net expenses close to budget

3) Route operating expenses close to budget to date, biggest variance coming from TOB vehicle maintenance expenses being significantly over budget

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 4 - Cave & Basin	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 16.41	\$ 7.37	122.7%	\$ 25.40
Gross Cost per Service Hour	\$ 293.37	\$ 233.56	25.6%	\$ 235.21
Direct Operating Cost per Service Hour	\$ 250.99	\$ 198.48	26.5%	\$ 184.40
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 34.77	\$ 26.22	32.6%	\$ 46.03
Net Cost per Service Hour (CUTA)	\$ 242.19	\$ 199.98	21.1%	\$ 163.78
% Cost Recovery (CUTA)	6%	4%		13%
Gross cost per KM	\$ 22.85	\$ 13.48		\$ 10.25
Route KM	14,080	16,320		10,577
Ridership	22,132	22,803	-2.9%	28,273
Service Hours	1,097	1,303	-15.9%	1,114
Ridership per Service Hour	20	17	15.4%	25

Bow Valley Regional Transit Services Commission Route 5 - Canmore Local			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Marketing & Advertising Revenue	12,373	12,023	103%
Requisitions - Operating	1,626,097	1,595,159	102%
Total Income	1,638,469	1,607,183	102%
Expenses			
Advertising & Marketing Expenses	12,609	14,327	88%
Contracted Services / Professional Fees	12,887	28,982	44%
Fuel Expense	166,593	150,231	111%
General Operating Expenses	7,720	9,545	81%
Infrastructure Maintenance	1,035	18,660	6%
Insurance Expense	23,875	26,856	89%
Software Fees & Licences	29,125	20,471	142%
Staff, Training, Travel & Meals	7,607	21,985	35%
Transit storage facility	39,120	6,828	573%
Vehicle Expenses	509,980	382,064	133%
Wages & Benefits	975,494	927,235	105%
Total Expenses	1,786,045	1,607,184	111%
Surplus / Deficiency Prior to Amortization	(147,575)	(1)	
Loss on Sale of TCA	12,232		
Amortization Expense	174,075	179,817	118%
Net Income	(333,883)	(179,818)	

Service hours approximately 300 more than annual budget

- 1) Requisition includes additional for Canmore storage bays, which was not included in budget. Additional expenses in Transit storage building for these monthly lease costs as well.
- 2) Contracted services under budget. Mostly due to dirty dog cleaning expenses being under budget.
- 3) Fuel over budget. Service hours slightly over budget, and also budgeted for 1 electric bus on this route, but not being used so not the seeing costs savings here.
- 4) Overall infrastructure maintenance below budget, including amounts allocated to Canmore local routes.
- 5) Staff expenses under budget, mostly because rental recovery on staff units was greater than budgeted, and budget for Canmore staff accom included financing costs.
- 6) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 7) Most wages slightly under budget, driver wages allocated to route are 50K over budget due to being over in service hours.
- 8) Loss on disposal of Double map hardware

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 5 - Canmore Local	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 0.92	\$ 0.91	0.4%	\$ 0.67
Gross Cost per Service Hour	\$ 155.01	\$ 145.46	6.6%	\$ 131.52
Direct Operating Cost per Service Hour	\$ 132.23	\$ 121.98	8.4%	\$ 111.09
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 15.17	\$ 14.61	3.8%	\$ 15.66
Net Cost per Service Hour (CUTA)	\$ 138.92	\$ 129.93	6.9%	\$ 115.20
% Cost Recovery (CUTA)	1%	1%		1%
Gross cost per KM	\$ 6.99	\$ 5.97		\$ 5.54
Route KM	299,402	321,193		302,411
Ridership	366,484	283,047	29.5%	311,377
Service Hours	13,507	13,176	2.5%	12,747
Ridership per Service Hour	27	21	26.3%	24

Bow Valley Regional Transit Services Commission			
Route 6 - Lake Minnewanka			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Bus Pass Sales	41,165	39,940	103%
Partner Programs	28,448	35,726	80%
Recoveries - Operating (non-members)	925,281	778,227	119%
Total Income	994,894	853,893	117%
Expenses			
Advertising & Marketing Expenses	2,311	2,963	78%
Contracted Services / Professional Fees	614,131	6,182	9935%
Fuel Expense	1,940	22,771	9%
General Operating Expenses	3,350	3,706	90%
Infrastructure Maintenance	1,988	3,356	59%
Insurance Expense	16,911	19,726	86%
Software Fees & Licences	14,738	19,339	76%
Staff, Training, Travel & Meals	3,683	13,805	27%
Transit storage facility	23,690	26,699	89%
Vehicle Expenses	91,642	100,872	91%
Wages & Benefits	101,533	381,354	27%
Total Expenses	875,918	600,773	146%
Surplus / Deficiency Prior to Amortization	118,976	253,120	
Loss on Sale of TCA	3,456		
Amortization Expense	118,976	253,120	118%
Net Income	(3,456)	-	

Route was contracted out to Diversified for the 2024 summer season.

1) Lake Minnewanka partner revenue below budget. May be partially to do with Diversified tracking of ridership.

2) Recoveries based on actual net expenses.

3) Contracted services for Diversified operating route

4) Most route expenses are under budget due to diversified operating the route. Still includes fixed bus expenses including insurance, fixed building costs for transit storage building, and fixed costs for TOB maintenance building usage.

We did operating the route internally for a few days, so there is some expenses for fuel, driver and cleaner wages.

Wages allocated to the route are mostly admin, customer service and operations wages.

5) Loss on disposal of Double map hardware

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 6 - Lake Minnewanka	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 24.33	\$ 12.77	90.6%	\$ 30.04
Gross Cost per Service Hour	\$ 357.63	\$ 282.82	26.5%	\$ 215.16
Direct Operating Cost per Service Hour	\$ 306.16	\$ 192.06	59.4%	\$ 157.07
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 43.87	\$ 81.89	-46.4%	\$ 53.31
Net Cost per Service Hour (CUTA)	\$ 289.43	\$ 188.16	53.8%	\$ 131.81
% Cost Recovery (CUTA)	8%	6%		19%
Gross cost per KM	-	\$ 5.01		\$ 6.52
Route KM	-	75,375		102,460
Ridership	75,917	67,248	12.9%	92,335
Service Hours	2,861	3,128	-8.5%	3,105
Ridership per Service Hour	27	21	23.4%	30

* Note Route 6 is being operated externally this summer. Service hours have been included in KPI's, but KM have not.

Bow Valley Regional Transit Services Commission Route 8 - Lake Louise / Banff Regional Winter			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Bus Pass Sales	891,197	634,434	140%
Marketing & Advertising Revenue	1,909		
Recoveries - Operating (non-members)	278,743	168,269	166%
Requisitions - Operating	216,801	186,804	116%
Total Income	1,388,649	989,507	140%
Expenses			
Advertising & Marketing Expenses	1,393	4,460	31%
Contracted Services / Professional Fees	5,069	4,941	103%
Fuel Expense	150,557	148,230	102%
General Operating Expenses	24,531	17,159	143%
Infrastructure Maintenance	2,331	5,168	45%
Insurance Expense	11,274	6,575	171%
Software Fees & Licences	14,489	6,560	221%
Staff, Training, Travel & Meals	2,598	9,827	26%
Transit storage facility	46,045	17,331	266%
Vehicle Expenses	271,458	229,219	118%
Wages & Benefits	604,107	540,037	112%
Total Expenses	1,133,852	989,507	115%
Surplus / Deficiency Prior to Amortization	254,797	(0)	
Amortization Expense	178,921	64,750	276%
Net Income	75,876	(64,750)	

1

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8 Winter ID9	8 Winter Parks	8 Winter Total	
Actual	Actual	Actual	Budget
673,487	217,710	891,197	634,434
1,909		1,909	
	278,743	278,743	168,269
216,801		216,801	186,804
892,197	496,452	1,388,649	989,507
920	473	1,393	4,460
3,297	1,772	5,069	4,941
100,290	50,267	150,557	148,230
17,860	6,671	24,531	17,159
1,509	823	2,331	5,168
5,637	5,637	11,274	6,575
9,076	5,413	14,489	6,560
1,725	873	2,598	9,827
24,690	21,355	46,045	17,331
167,786	103,673	271,458	229,219
394,544	209,563	604,107	540,037
727,334	406,519	1,133,852	989,507
164,863	89,934	254,797	(0)
88,987	89,934	178,921	64,750
75,876	-	75,876	(64,750)

Service hours approximately 175 more than annual budget

Includes ID9 bus and parks additional bus

- 1) Pass sales over budget to date for all quarters due to strong ridership numbers.
- 2) Parks billed based on service hours for second bus on the route.
- 3) General operating expenses over budget because of Moneris service charges and increased revenues
- 4) Over budget because 2 buses allocated to route instead of 1.
- 5) Transit storage building over budget, partially due to 2 buses on route, also winter utilities, snow clearing and R&M for building over the winter charged to winter routes.
- 6) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 7) Wages over budget due to service hours being over budget and Customer service wages being over budget due to increased coverage and reservations system.

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 8 - Lake Louise / Banff Regional Winter	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 137.01	\$ 100.01	37.0%	\$ 127.62
Gross Cost per Service Hour	\$ 211.28	\$ 176.02	20.0%	\$ 118.76
Direct Operating Cost per Service Hour	\$ 173.94	\$ 155.98	11.5%	\$ 100.68
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 29.73	\$ 11.17	166.1%	\$ 13.31
Net Cost per Service Hour (CUTA)	\$ 44.54	\$ 64.84	-31.3%	\$ (22.16)
% Cost Recovery (CUTA)	75%	61%		121%
Gross cost per KM	\$ 4.27	\$ 3.47		\$ 2.49
Route KM	322,322	321,496		267,927
Ridership	102,718	90,597	13.4%	98,044
Service Hours	6,519	6,344	2.8%	5,617
Ridership per Service Hour	16	14	10.3%	17

Includes ID#9 bus and additional parks bus

Bow Valley Regional Transit Services Commission Route 8S - Lake Louise / Banff Regional Summer Scenic			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Bus Pass Sales		28,332	0%
Recoveries - Operating (non-members)		91,641	0%
Requisitions - Operating		83,237	0%
Total Income	-	203,210	0%
Expenses			
Advertising & Marketing Expenses		2,210	0%
Contracted Services / Professional Fees		2,976	0%
Fuel Expense		4,152	0%
General Operating Expenses		2,854	0%
Infrastructure Maintenance		949	0%
Insurance Expense		6,575	0%
Software Fees & Licences		6,772	0%
Staff, Training, Travel & Meals		4,880	0%
Transit storage facility		8,900	0%
Vehicle Expenses		8,234	0%
Wages & Benefits		38,103	0%
Total Expenses	-	86,605	0%
Net Operating Income	-	116,605	0
Amortization Expense		116,600	0%
Net Income	-	5	0

Route not operating this year, so any fixed bus costs or summer training and planning has been allocated to operating parks routes, including increased allocation to Rt 9 for year round service

Amortization for LL summer buses (8S,9) split by actual service hours of Rts 9, 10 & 11

Bow Valley Regional Transit Services Commission Route 8X - Lake Louise / Banff Regional Summer Express				
	Jan - Dec, 2024			
	Actual	Budget	% of Budget	
Income				
Bus Pass Sales	1,064,860	798,071	133%	1
Marketing & Advertising Revenue	540			
Recoveries - Operating (non-members)	340,904	723,903	47%	2
Requisitions - Operating	0	44,585	0%	3
Total Income	1,406,303	1,566,558	90%	
Expenses				
Advertising & Marketing Expenses	2,259	7,546	30%	
Contracted Services / Professional Fees	20,890	12,674	165%	4
Fuel Expense	106,597	139,152	77%	9
General Operating Expenses	38,058	30,235	126%	5
Infrastructure Maintenance	7,249	3,232	224%	
Insurance Expense	17,423	26,899	65%	6
Software Fees & Licences	25,003	25,555	98%	
Staff, Training, Travel & Meals	18,465	35,365	52%	7
Transit storage facility	33,396	44,030	76%	6
Vehicle Expenses	253,909	225,989	112%	8
Wages & Benefits	813,545	919,979	88%	9
Total Expenses	1,336,794	1,470,656	91%	
Surplus / Deficiency Prior to Amortization	69,510	95,903		
Amortization Expense	238,110	294,251	81%	10
Net Income	(168,601)	(198,348)		

Service hours approximately 750 less than annual budget (note budget includes Rt 11 SH)

Actual budget for Route 8X included both Route 8X and Route 11. Actual expenses for Route 11 in a separate class.

- 1) Pass sales over budget to date due to strong ridership numbers.
- 2) Recoveries based on net expenses.
- 3) ID9 contribution \$300K maximum for summer routes was allocated towards replacement and maintenance reserve instead of operating.
- 4) Contract work includes 11K for LL overloads done by Southland and maintenance study.
- 5) General operating expenses over budget because of Moneris service charges and increased revenues
- 6) Expenses under budget because a 2nd bus was allocated to Route 8 winter for parks 2nd bus.
- 7) Staff expenses under budget, mostly because rental recovery on staff units was greater than budgeted, and budget for Canmore staff accom included financing costs.
- 8) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 9) Fuel and driver wages under budget due to reduced service hours and Route 11 expenses being budgeted here.
- 10) Below budget because extra bus added to parks 8 winter route

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 8X - Lake Louise / Banff Regional Express - Summer	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 194.88	\$ 128.27	51.9%	\$ 240.62
Gross Cost per Service Hour	\$ 297.96	\$ 293.49	1.5%	\$ 247.87
Direct Operating Cost per Service Hour	\$ 244.52	\$ 236.36	3.4%	\$ 211.80
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 45.84	\$ 48.26	-5.0%	\$ 31.29
Net Cost per Service Hour (CUTA)	\$ 57.25	\$ 116.96	-51.1%	\$ (24.04)
% Cost Recovery (CUTA)	77%	52%		111%
Gross cost per KM	\$ 6.61	\$ 3.06		\$ 5.28
Route KM	246,332	269,752		247,318
Ridership	134,491	113,854	18.1%	151,408
Service Hours	5,467	6,222	-12.1%	5,268
Ridership per Service Hour	25	18	34.4%	29

Bow Valley Regional Transit Services Commission				
Route 9 - Johnson Canyon				
	Jan - Dec, 2024			
	Actual	Budget	% of Budget	
Income				
Bus Pass Sales	197,020	126,631		1
Marketing & Advertising Revenue	97			
Recoveries - Operating (non-members)	301,825	222,597	136%	2
Requisitions - Operating		202,185	0%	3
Total Income	498,943	551,413	90%	
Expenses				
Advertising & Marketing Expenses	703	2,067	34%	
Contracted Services / Professional Fees	4,328	3,686	117%	
Fuel Expense	45,804	23,915	192%	4
General Operating Expenses	5,198	5,887	88%	
Infrastructure Maintenance	971	886	110%	
Insurance Expense	22,548	19,726	114%	5
Software Fees & Licences	10,724	16,872	64%	
Staff, Training, Travel & Meals	3,484	8,025	43%	
Transit storage facility	24,197	26,699	91%	
Vehicle Expenses	146,386	63,455	231%	6
Wages & Benefits	275,006	263,595	104%	
Total Expenses	539,348	434,813	124%	
Surplus / Deficiency Prior to Amortization	(40,406)	116,600		
Amortization Expense	108,868	116,600	93%	7
Net Income	(149,274)	(0)		

Service hours consistent with annual budget

- 1) Pass sales over budget to date due to strong ridership numbers, and allocation of super pass revenues.
- 2) Recoveries based on forecasted annual net expenses.
- 3) ID9 contribution \$300K maximum for summer routes was allocated towards replacement and maintenance reserve instead of operating.
- 4) Fuel over budget. Budgeted for 1 electric bus on this route, but not consistently being used so not the seeing costs savings here.
- 5) Includes portion of insurance allocation for 8S bus.
- 6) Overall TOB vehicle maintenance over budget by \$700K. So all routes significantly over budget
- 7) Amortization for LL summer buses (8S,9) split by actual service hours of Rts 9, 10 & 11

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 9 - Johnston Canyon	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 91.31	\$ 57.97	57.5%	\$ 75.68
Gross Cost per Service Hour	\$ 310.16	\$ 262.28	18.3%	\$ 243.00
Direct Operating Cost per Service Hour	\$ 249.84	\$ 199.07	25.5%	\$ 187.62
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 52.71	\$ 54.35	-3.0%	\$ 50.60
Net Cost per Service Hour (CUTA)	\$ 166.14	\$ 149.96	10.8%	\$ 116.72
% Cost Recovery (CUTA)	35%	28%		39%
Gross cost per KM	6.45	\$ 5.37		\$ 5.67
Route KM	103,850	70,898		89,907
Ridership	41,410	26,974	53.5%	35,751
Service Hours	2,159	2,184	-1.2%	2,098
Ridership per Service Hour	19	12	55.3%	17

Bow Valley Regional Transit Services Commission				
Route 10 - Moraine Lake				
	Jan - Dec, 2024			
	Actual	Budget	% of Budget	
Income				
Bus Pass Sales	86,649	61,642	141%	1
Recoveries - Operating (non-members)	72,189	64,737	112%	2
Total Income	158,837	126,379	126%	
Expenses				
Advertising & Marketing Expenses	31	375	8%	3
Contracted Services / Professional Fees	1,096	1,270	86%	
Fuel Expense	17,284	13,990	124%	
General Operating Expenses	3,988	1,843	216%	
Infrastructure Maintenance	1,231	482	255%	
Software Fees & Licences	845	515	164%	
Staff, Training, Travel & Meals	165	726	23%	
Transit storage facility	840			
Vehicle Expenses	18,792	20,025	94%	
Wages & Benefits	78,193	67,153	116%	3
Total Expenses	122,465	106,379	115%	
Surplus / Deficiency Prior to Amortization	36,373	20,000		
Amortization Expense	36,373	20,000	182%	4
Net Income	-	-		

Service hours approximately 100 more than annual budget

- 1) Pass sales over budget to date due to strong ridership numbers, change of allocation of super pass revenues.
- 2) Recoveries based on actual net expenses.
- 3) Wages and fuel over budget due to increased service hours.
- 4) Amortization for LL summer buses (8S,9) split by actual service hours of Rts 9, 10 & 11

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 10 - Moraine Lake	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 120.14	\$ 97.73	22.9%	\$ 133.45
Gross Cost per Service Hour	\$ 230.12	\$ 210.20	9.5%	\$ 248.52
Direct Operating Cost per Service Hour	\$ 169.79	\$ 168.66	0.7%	\$ 193.14
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	\$ 4.78
Lease/Amortization per Service Hour	\$ 52.71	\$ 32.68	61.3%	\$ 50.60
Net Cost per Service Hour (CUTA)	\$ 57.27	\$ 79.79	-28.2%	\$ 64.47
% Cost Recovery (CUTA)	68%	55%		67%
Gross cost per KM	\$ 4.95	\$ 4.31		\$ 2.30 *
Route KM	33,555	30,767		24,192 *
Ridership	7,178	9,352	-23.2%	11,383
Service Hours	721	631	14.3%	525
Ridership per Service Hour	10	15	-32.9%	22

Bow Valley Regional Transit Services Commission Route 11 - Lake Louise Local			
	Jan - Dec, 2024		
	Actual	Budget	% of Budget
Income			
Bus Pass Sales	47,300		
Requisitions - Operating			
Total Income	47,300	-	
Expenses			
Advertising & Marketing Expenses	240		
Contracted Services / Professional Fees	376		
Fuel Expense	17,478		
General Operating Expenses	723		
Infrastructure Maintenance	557		
Insurance Expense	2,641		
Software Fees & Licences	2,221		
Staff, Training, Travel & Meals	2,535		
Transit storage facility	542		
Vehicle Expenses	54,239		
Wages & Benefits	89,891		
Total Expenses	171,444	-	
Net Operating Income	(124,143)	-	
Amortization Expense	53,305		
Net Income	(177,448)	-	

1

2

Expenses for Route 11 were budgeted under Route 8X. Parks did not want to support this route, but ID9 did. Allocated to separate class, but did not adjust 8X budget.

- 1) Requisition for ID9 for this route is coming from their operating reserves.
- 2) Amortization for LL summer buses (8S,9) split by actual service hours of Rts 9, 10 & 11

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 11 - Lake Louise Local	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	ACTUAL
Revenue per Service Hour	\$ 44.75		0.0%	\$ 38.21
Gross Cost per Service Hour	\$ 222.52		0.0%	\$ 176.84
Direct Operating Cost per Service Hour	\$ 146.32		0.0%	\$ 121.47
Overhead per Service Hour	\$ 7.61		0.0%	\$ 4.78
Lease/Amortization per Service Hour	\$ 68.59		0.0%	\$ 50.60
Net Cost per Service Hour (CUTA)	\$ 109.18		0.0%	\$ 88.04
% Cost Recovery (CUTA)	29%		0.0%	30%
Gross cost per KM	\$ 6.79			\$ 13.66
Route KM	34,623			12,960
Ridership	25,750		0.0%	21,774
Service Hours	1,057		0.0%	1,001
Ridership per Service Hour	24		0.0%	22

Budget was included with 8X numbers in 2024

Bow Valley Regional Transit Services Commission				
Route 12 - Grassi Lakes				
	Jan - Dec, 2024			
	Actual	Budget	% of Budget	
Income				
Marketing & Advertising Revenue	187			
Recoveries - Operating (non-members)	57,283	101,645	56%	1
Requisitions - Operating	106,065	101,645	104%	2
Total Income	163,536	203,290	80%	
Expenses				
Advertising & Marketing Expenses	1,802	1,750	103%	
Contracted Services / Professional Fees	1,005	2,176	46%	
Fuel Expense	1,331	10,866	12%	
General Operating Expenses	216	836	26%	
Infrastructure Maintenance	1,669	1,641	102%	
Insurance Expense	3,566	6,575	54%	
Software Fees & Licences	1,971	6,820	29%	
Staff, Training, Travel & Meals	2,423	6,190	39%	
Transit storage facility	9,204			
Vehicle Expenses	50,086	32,244	155%	
Wages & Benefits	41,293	84,189	49%	
Total Expenses	114,566	153,287	75%	3
Net Operating Income	48,969	50,003		
Amortization Expense	22,234	50,000	44%	
Net Income	26,735	3		

Route operated weekends only. Budgeted for 7 days per week over the summer. So service hours approximately 650 under budget.

1) AB parks requisition based on 50% of actual costs.

2) Canmore requisition is budgeted amount. Canmore surplus added to operating reserves.

3) Most expenses are under budget due to less service hours on this route.

Bow Valley Regional Transit Services Commission
2024 Quarterly KPIs with 2023 Actuals

Route 12 - Grassi Lakes	January - December 2024			
	2024	2024	COMP	2023
	ACTUAL	BUDGET	%	
Revenue per Service Hour	\$ 0.42	\$ -		
Gross Cost per Service Hour	\$ 315.25	\$ 194.98	61.7%	
Direct Operating Cost per Service Hour	\$ 195.32	\$ 139.61	39.9%	
Overhead per Service Hour	\$ 7.61	\$ 8.87	-14.2%	
Lease/Amortization per Service Hour	\$ 112.32			
Net Cost per Service Hour (CUTA)	\$ 202.51	\$ 148.47	36.4%	
% Cost Recovery (CUTA)	0%	0%		
Gross cost per KM	\$ 19.36	\$ 6.27		
Route KM	7,294	34,160		
Ridership	7,927	0		
Service Hours	448	1,098	-59.2%	
Ridership per Service Hour	18	0		

Route did not operate in 2023

Bow Valley *Regional* Transit Services Commission



Financial Reserve Transfers – based on 2024 results

2024 Reserve Transfers

March 6, 2025

SUMMARY/ ISSUE

Briefing to the Board on the draft unaudited 2024 financial results and request for motion to approve 2024 operating & general Commission reserve transfers.

PREVIOUS COMMISSION DIRECTION/POLICY

BVRTSC operating Bylaw 3-2011 section 9 details cost allocation for operating requisitions as well as guidance on annual operating surpluses/deficits.

Recommended Motion

The Board moves to approve the reserve transfers presented in the draft 2024 financial results as follows:

2024 Operating deficit of \$1,774,814.68 to be transferred as follows:

- \$378,483.58 out of the Town of Banff operating reserve
- \$179,540.30 out of the Town of Canmore operating reserve
- \$197,509.30 out of the ID9 operating reserve
- \$500.00 out of the BVRTSC operating reserve
- \$1,018,781.26 out of the General Commission Reserve

INVESTIGATION

Administration has prepared the draft unaudited 2024 financial results for the Board's review. These results have the potential to change based on the 2024 audit work which is being completed March 10-14, 2025.

2024 Operating Surplus/Deficit Transfers

2024 Financial Results with detailed explanations of the deficits are attached.

Based on the preliminary 2024 financial results, the following 2024 reserve transfers are being submitted for approval at the March 2025 Board meeting:

Summary of proposed reserve transfers:

2024 Reserve Transfers

March 6, 2025

Reserve account	Operating surplus deficit	Use of reserves for Tangible capital asset purchases (note 1)	Proceeds of asset disposal	Total reserve transfer
Town of Banff Operating Reserve	(121,374.68)	(259,860.90)	2,752.00	(378,483.58)
Town of Canmore Operating Reserve	(80,406.50)	(99,133.80)	-	(179,540.30)
ID#9 Operating Reserve	62,351.36	(259,860.90)	-	(197,509.54)
BVRTSC Operating Reserve	(500.00)	-	-	(500.00)
General Commission Reserve (note 2)	264,423.43	(1,283,204.69)	-	(1,018,781.26)
	124,493.61	(1,902,060.29)	-	(1,774,814.68)

Details of proposed reserve transfers:

	Town of Banff Operating Reserve	Town of Canmore Operating Reserve	ID9 Operating Reserve	BVRTSC Operating Reserve	General Commission Reserve	Total
Administrative	21,631.39	21,631.39	21,631.39	(500.00)	(45,580.00)	18,814.16
Rt 01 - Banff Local (Sulphur Mtn)	39,612.49					39,612.49
Rt 02 - Banff Local (Tunnel Mtn)	(179,186.83)					(179,186.83)
Rt 03 - CB Regional	(3,431.73)	(3,431.73)				(6,863.45)
Rt 04 - Cave and Basin					35,617.43	35,617.43
Rt 05 - Canmore Local		(147,575.45)				(147,575.45)
Rt 06 - Lake Minnewanka					118,975.63	118,975.63
Rt 08 - LLB Regional Winter			164,863.33			164,863.33
Rt 08X - LLB Regional Summer Express					19,972.32	19,972.32
Rt 09 - Johnston Canyon					9,131.68	9,131.68
Rt 10 - Moraine Lake					36,372.72	36,372.72
Rt 11 - LL Local			(124,143.36)			(124,143.36)
Rt 12 - Grassi Lakes		48,969.29				48,969.29
Rt 8 EXTRA - LLB Regional Parks Extra Bus					89,933.65	89,933.65
TCA & Grant Income	(259,860.90)	(99,133.80)	(259,860.90)		(1,283,204.69)	(1,902,060.29)
Proceeds of sale of TCA	2,752.00					2,752.00
Total	(378,483.58)	(179,540.30)	(197,509.54)	(500.00)	(1,018,781.26)	(1,774,814.68)

Notes:

Note 1	Consists of:		
	Purchase of staff accommodation unit:		
	Banff contribution	259,860.90	
	Canmore contribution (balance pd by requisition)	99,133.80	
	ID9 contribution	259,860.90	
	Parks contribution (from general reserve)	259,860.90	
			878,716.50
	Portion of MCI purchase not covered by RTSF grant		659,006.08
	Portion of Consat purchase not covered by deferred capital contributions		282,279.80
	Parks contribution towards new fareboxes and cash safe		17,187.64
	Portion of cutways purchase not covered by deferred capital contributions		64,870.27
			1,902,060.29
Note 2	Non-member amortization transferred to general commission reserve		310,003.43
	Fleet study in admin contract services to be paid for by general commission reserve		(45,580.00)
			264,423.43

2024 Reserve Transfers

March 6, 2025

The reserve transfers above are based on Bylaw 3-2011 that states

“For any Fare Revenue Surplus, the Commission shall put the funds in a reserve to the credit of each Customer whose service the Fare Revenue Surplus pertains to be used to cover future cost overruns and/or reduce the amount of future levies”

For non-Commission member routes, amounts paid for amortization expense are being transferred to a General Commission reserve and held for future operating or capital projects. This is due to non-commission members not paying into a Capital Requisition.

IMPLICATIONS

Prior to the auditors releasing the 2024 financial statements they require Board approval for reserve transfers. The above motion is being brought to the Board for approval at the March 2025 meeting so that reserve transfers can be discussed and approved or amended prior to the draft audited financial statement preparation for the April 2025 meeting.

If any changes are required resulting from the 2024 financial statement audit, a motion for the revised reserve transfers will be brought to the April 2025 meeting along with the draft audited financial statements.

BUSINESS PLAN/ BUDGET IMPLICATIONS

Changes to the reserves as outlined above

BRAND IMPACT

None

RISKS

N/A

ATTACHMENTS

- 2024 Financial Reconciliation

Bow Valley Regional Transit Services Commission - 2024

	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	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 - LL Local	Rt 12 - Grassi Lakes	Rt 8 EXTRA - LLB Regional Parks Extra Bus	TCA & Grant Income	TOTAL
Income																		
Bus Pass Sales	0		347,987	285,948	1,621,675	17,998		41,165	673,487.07		1,064,859.92	197,020	86,649	47,300		217,710		4,601,799
Grant Revenue																	3,033,949	3,033,949
Interest Revenue	184,422																	184,422
Marketing & Advertising Revenue	2,608		18,514	17,003	19,276	0	12,373	0	1,909		540	97	0		187			72,507
Other Income	40,635		17	17														40,669
Partner Programs			473,044	211,058	5,672			28,448										718,222
Recoveries - Operating (non-members)		211,278	26,064	48,472		292,835		925,281		0	340,904	301,825	72,189	0	57,283	278,743		2,554,872
Requisitions - Capital			6,367														823,259.23	835,992
Requisitions - Operating	609,687	80,500	1,241,754	1,099,416	607,040		1,626,097		216,801		0				106,065			5,587,360
Total Income	837,351	291,778	2,113,746	1,668,281	2,253,663	310,832	1,638,469	994,894	892,197	0	1,406,303	498,943	158,837	47,300	163,536	496,462	3,857,209	17,629,791
Gross Profit	837,351	291,778	2,113,746	1,668,281	2,253,663	310,832	1,638,469	994,894	892,197	0	1,406,303	498,943	158,837	47,300	163,536	496,462	3,857,209	17,629,791
Expenses																		
Advertising & Marketing Expenses	12,808		14,722	12,849	15,573	1,791	12,609	2,311	920		2,259	703	31	240	1,802	473		79,092
Contracted Services / Professional Fees	123,307	274,778	9,195	8,354	9,529	3,223	12,887	614,131	3,297	0	20,890	4,328	1,096	376	1,005	1,772		1,088,168
Fuel Expense	1,702		126,368	103,042	279,366	8,388	166,593	1,940	100,290		106,597	45,804	17,284	17,478	1,331	50,267		1,026,452
General Operating Expenses	65,343		18,102	16,608	26,120	1,704	7,720	3,350	17,860		38,058	5,198	3,988	723	216	6,671		211,681
Infrastructure Maintenance	1,447		8,060	7,688	13,289	994	1,035	1,988	1,509		7,249	971	1,231	557	1,669	823		48,507
Insurance Expense	30,724		29,197	23,384	22,804	5,705	23,875	16,911	5,637		17,423	22,548		2,641	3,566	5,637		210,052
Software Fees & Licences	42,144		37,212	34,238	35,378	5,995	29,125	14,738	9,076	0	25,003	10,724	845	2,221	1,971	5,413		254,083
Training, Travel & Meals	75,206		14,992	9,830	9,212	3,499	7,607	3,683	1,725	0	18,465	3,484	165	2,535	2,423	873		153,700
Transit storage facility	6,308		76,605	68,097	81,205	11,806	39,120	23,690	24,690	0	33,396	24,197	840	542	9,204	21,355		421,054
Vehicle Expenses	53,681		574,189	514,897	568,616	75,096	509,980	91,642	167,786	0	253,909	146,386	18,792	54,239	50,086	103,673	19,887	3,202,857
Wages & Benefits	405,868	17,000	1,165,491	1,048,482	1,199,434	157,014	975,494	101,533	394,544	0	813,545	275,006	78,193	89,891	41,293	209,563		6,972,350
Total Expenses	818,537	291,778	2,074,134	1,847,468	2,260,526	275,215	1,786,045	875,918	727,334	0	1,336,794	539,348	122,465	171,444	114,566	406,519	19,887	13,667,976
Surplus / (Deficit) Prior to Amortization	18,814	0	39,612	-179,187	-6,863	35,617	-147,575	118,976	164,863	0	69,510	-40,406	36,373	-124,143	48,969	89,934	3,837,322	3,961,815
Amortization Expense	177,301		442,150	368,459	191,089	35,617	174,075	118,976	88,987		238,110	108,868	36,373	53,305	22,234	89,934		2,145,478
Loss on sale of TCA			-165,155	-165,155	-9,048		-12,232	-3,456										-355,046
Total Other Expenses	177,301	0	607,305	533,614	200,138	35,617	186,307	122,432	88,987	0	238,110	108,868	36,373	53,305	22,234	89,934	0	2,500,524
Net Other Income	-177,301	0	-607,305	-533,614	-200,138	-35,617	-186,307	-122,432	-88,987	0	-238,110	-108,868	-36,373	-53,305	-22,234	-89,934	0	-2,500,524
Net Income	-158,487	0	-567,693	-712,800	-207,001	0	-333,883	-3,456	75,876	0	-168,601	-149,274	0	-177,448	26,735	0	3,837,322	1,461,290.81

Note 4

Operating Surplus/Deficit Proposed Transfers	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	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 - LL Local	Rt 12 - Grassi Lakes	Rt 8 EXTRA - LLB Regional Parks Extra Bus	TCA & Grant Income	Totals
Town of Banff Operating Reserve	21,631.39		39,612.49	(179,186.83)	(3,431.73)												(259,860.90)	\$ (381,235.58)
Town of Canmore Operating Reserve	21,631.39				(3,431.73)		(147,575.45)								48,969.29		(99,133.80)	\$ (179,540.30)
ID9 Operating Reserve	21,631.39								164,863.33					(124,143.36)			(259,860.90)	\$ (197,509.54)
BVRTSC Operating Reserve	(500.00)																	\$ (500.00)
General Commission Reserve	(45,580.00)					35,617.43		118,975.63			19,972.32	9,131.68	36,372.72			89,933.65	(1,283,204.69)	\$ (1,018,781.26)
	\$ 18,814.16	\$ -	\$ 39,612.49	\$ (179,186.83)	\$ (6,863.45)	\$ 35,617.43	\$ (147,575.45)	\$ 118,975.63	\$ 164,863.33	\$ -	\$ 19,972.32	\$ 9,131.68	\$ 36,372.72	\$ (124,143.36)	\$ 48,969.29	\$ 89,933.65	\$ (1,902,060.29)	\$ (1,777,566.68)

Note 2:		Note 3:		Note 3:		Note 5	
Accumulated Surplus Reconciliation	Opening Balance	2024 Amortization	Adjustments (Note 4)	2024 TCA Additions/disposals	2024 Reserve Transfers	2024 Surplus / (Deficit)	Ending Balance
Unrestricted Surplus (3300)	-	2,145,478.19	(1,902,060.29)	(3,479,523.36)	1,774,814.68	1,461,290.81	0.03
Town of Banff Operating (3100-1)	1,028,892.81				(378,483.58)		650,409.23
Town of Canmore Operating (3100-2)	641,709.57				(179,540.30)		462,169.27
Improvement District #9 Operating(3100-5)	1,371,006.20				(197,509.54)		1,173,496.65
BVRTSC Operating (3100-0)	1,316.29				(500.00)		816.29
General Commission Reserve (3200)	1,500,970.80				(1,018,781.26)		482,189.54
Equity in TCA (3400)	19,967,580.01	(2,145,478.19)	1,902,060.29	3,479,523.36			23,203,685.47
	\$ 24,511,475.68	\$ -	\$ -	\$ -	\$ -	\$ 1,461,290.81	\$ 25,972,766.49

Note 5		3,837,321.62	TCA added
		(357,798.25)	TCA disposed
		3,479,523.37	Net additions
		2,752.00	Proceeds of sale - deemed FMV
		- 355,046.25	Loss on sale recorded

- Note 1: Represents \$0 of funds being allocated to the BVRTSC Scholarship fund (this is other revenue such as recycling revenue and unclaimed lost/found cash/mask sales) and \$500 being paid out as a scholarship awarded in 2023.
- Note 2: Fleet study to come from general commission reserve of \$45,580
- Note 3: Summer LL routes - only \$29,104 of amortization charged to Parks - because at max budgeted contriubtion to maintenance & replacement reserve of \$324,421
- Note 4: Proterra grant funded spare parts package - expense covered by grant portion in TCA class.
- Note 5: TCA funded by operating reserves and general commission reserve.
- Note 6: Loss on sale of double map replacement and disposal of 1002

Bow Valley *Regional* Transit Services Commission



The single-story 1,614 m² building stores 12 buses inside, with a canopy structure to cover an additional 20 buses on the exterior.

Capital and Fleet Plan Phase Two

Report to the Bow Valley Regional Transit Services Commission

Report 2025-03.01 Capital Plan Phase Two Summary

Martin Bean - March 5, 2025

SUMMARY/ ISSUE

BVRTSC as an organization has been growing in the number of transported customers on its fleet, surpassing 2.7 million riders in 2024. This demand is intended to increase, and Roam needs continual growth to meet the demand.

In 2024, Dillon Consulting completed phase one of the capital study, identifying anticipated ridership demand and the associated growth that will need to come with it.

Administration Recommendation:

The Commission directs administration to obtain consultant quotations and proceed with phase two of the Capital Plan Study, to be funded by a grant of \$50,000 secured from the Rural Transit Solutions Fund.

INVESTIGATION

Below is the original motion to initiate the capital and fleet planning study initiated at the beginning of 2024 and finalized and accepted for information following the February 2025 Board Meeting.

ITEM	Date Initiated	Pending Date	Responsible for Completion	Comments:
BVRTSC23-065 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. CARRIED UNANIMOUSLY	Oct, 18 th 2023	Dec 11, 2024	Martin/Steve	Study is currently being completed by Dillon Consulting. Dillon presented study to Board in December. Revised Phase one of the study was presented to the Board in February and was accepted for information. Phase Two will expand on infrastructure and further capital requirements supported by funding from the Rural Transit Solutions Fund

With the completion of the first phase of the study, which identified the need for additional infrastructure to facilitate the planned route and fleet growth, it was determined that further follow up work needs to be done.

The BVRTSC's application to the Rural Transit Solutions fund was submitted at the beginning of February 2024, and was delayed in approval, therefore the Capital and Fleet Plan project moved ahead

Author: Martin Bean

Report to the Bow Valley Regional Transit Services Commission

Report 2025-03.01 Capital Plan Phase Two Summary

Martin Bean - March 5, 2025

without this grant funding. Once the Rural Transit Solutions Grant was approved in late 2024, a change of scope form was submitted to Infrastructure Canada and was subsequently approved. The receipt of this grant provides \$50,000 for the BVRTSC to implement Phase Two of this study, which will build upon the learnings from the previous Dillon Study.

While the full scope of Phase Two is in development, Administration is recommending that this study focus primarily on the infrastructure requirements needed to meet the future growth targets of Roam Transit. Phase One has identified Roam being at capacity in our current building and a need for future maintenance, storage and administration space.

Projects under the RTSF Planning Stream need to be completed by March 31st, 2026. It is the intent of the BVRTSC to have this study completed by the end of 2025 and presented to the Board in early 2026.

Information on the planning stream is located below:

<https://housing-infrastructure.canada.ca/rural-trans-rural/planning-design-proj-planification-conception-eng.html>

OPTIONS

As this project is 100% funded, no options are being presented at this time, other than not proceeding with the study.

BUSINESS PLAN/ BUDGET IMPLICATIONS

The funding for these project through the RTSF is designated at 100% Federal Funding. The funding requirements of the RTSF requirement competitive quotations to be received prior to assigning a contract.

BRAND IMPACT

This funding ask complements the Roam Brand through providing valuable research to inform decisions to be made in the future.

RISKS

Minimal risk as funding is 100% and will be received prior to commencement of the project.

ATTACHMENTS:

Rural Transit Solutions Fund approval letter and change approval letter

Minister of Housing,
Infrastructure
and Communities



Ministre du Logement,
de l'Infrastructure
et des Collectivités

Ottawa, Canada K1P 0B6

October 16, 2024

Martin Bean
Bow Valley Regional Transit Services Commission
224 Banff Avenue
PO Box 1101
Banff, Alberta T1L 1A5

Dear Martin Bean:

I am pleased to inform you that the *Transit Study for Bow Valley, AB* project (AB-122142) is approved in principle under the terms and conditions of the Government of Canada's Rural Transit Solutions Fund (RTSF), within the Permanent Public Transit Program (PPTP). Congratulations!

I have approved in principle a federal grant of up to \$50,000.00 to support your Project.

With this approval in principle, eligible costs as determined under the terms and conditions of the PPTP and RTSF will be confirmed upon the execution of a grant agreement. If a grant agreement is not signed, the Government of Canada will not reimburse any costs incurred. Once signed, the grant agreement represents the final federal approval of the Project. Please carefully review the attached Annex to this letter, which contains important details about the conditions associated with this approval in principle.

Your government is committed to helping you make our communities more sustainable, and improving the quality of life for all residents. Your project is an excellent example of the commitment and vision needed to make this a reality across our country.

...2

Canada

Thank you for your application, and congratulations once again. I look forward to seeing this project come to fruition.

Sincerely,

A handwritten signature in dark ink, appearing to read 'S. Fraser', is positioned above the printed name.

The Honourable Sean Fraser, P.C., M.P.
Minister of Housing, Infrastructure and Communities

Annex - Approval in Principle Conditions

This approval in principle is based on your application and the information contained therein.

Eligible Project Costs

For the purpose of this grant, eligible project costs, as determined under the program terms and conditions, must be incurred between the date of this approval in principle letter and prior to March 31, 2026. Costs incurred outside of this timeframe will be deemed ineligible.

Costs incurred prior to the date of this letter, as well as any and all costs related to contracts signed prior to the date of this letter, are ineligible with the exception of costs incurred for Indigenous consultation, which are eligible for a period of up to twelve months prior to the project approval in principle date.

The maximum permitted level of total Canadian government funding (federal, provincial, territorial, municipal) cannot exceed 100 percent of the total eligible project costs.

If a grant agreement is not signed by both parties, the Government of Canada will not provide the grant. The grant agreement represents the final step of the funding approval process.

Project Changes

Due to the competitive nature of the RTSF, any changes to the project will require careful review and approval by Housing, Infrastructure and Communities Canada (HICC). As your project is being approved in principle based on the information in your application, please notify officials, in writing, should you expect changes in scope or timing to the project.

Public Communications Protocol

Departmental officials will contact you shortly to move forward with the negotiation of the grant agreement. Thereafter, HICC's Communications Branch will be available to discuss how a joint funding announcement, and all other communications activities, will be coordinated, and the roles and responsibilities of each party. They will also proactively reach out in advance of opportunities for a joint announcement. We ask that all external communication activities about the approval of the project remain confidential until a joint announcement involving both parties can take place. This relates specifically to a formal public announcement, news release, and/or official project milestones.

HICC recognizes that prior to a formal joint announcement, you may have specific activities that you need to undertake to ensure that the project is progressing in a timely manner. Communications of an operational nature (e.g., calls for tender, of a consultant(s)). Furthermore, you are permitted to engage stakeholders to proceed with planning or consultation, and you may enter into contracts to advance your project's design or other work.

Additional Conditions

In addition to other terms and conditions that will be identified within the grant agreement, the funding will be subject to the following conditions:

- Your organization will satisfy the Government of Canada with respect to the competitive and transparent tendering process to be established for the Project, and that all contracts be awarded in a manner that is transparent, competitive, fair, consistent with value for money principles, and is in accordance with all applicable domestic and international trade agreements;
- All cost increases or overruns, unsecured funding, related to your project will be the responsibility of your organization;
- To receive funding, the project must be authorized or endorsed by a resolution of Council, Band, or Board of Directors, as applicable. The resolution must be received before a grant agreement can be executed; and,
- Prior to signing the grant agreement, your organization will provide the Government of Canada proof that all project funding, other than the federal contribution, has been secured.

Rural Transit Solutions Fund
Project Change: Assessment results email to Recipient

Dear Martin Beam:

Thank you for your email of January 7, 2025, regarding a Project Change Request for a Transit Study for Bow Valley, AB in.

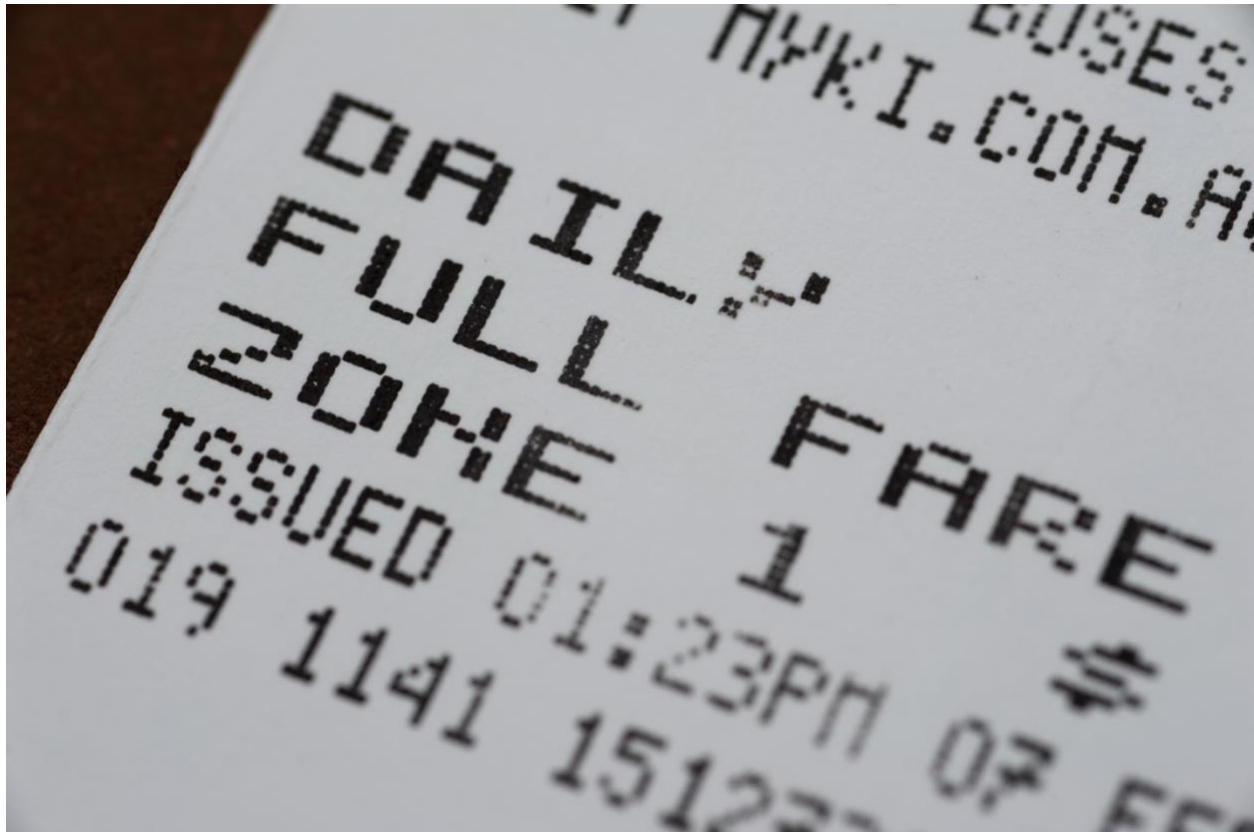
Housing Infrastructure and Communities Canada has reviewed your request and has assessed the change as an administrative change.

We are pleased to inform you that your project change request has been approved.

Please do not hesitate to reach out to us should you have any questions or concerns.

The Rural Transit Solutions Fund team.

Bow Valley *R*egional Transit Services Commission



PROPOSED ROUTE 8X FARE REVISIONS

Report to the Bow Valley Regional Transit Services Commission

Report 2025–03.02 – Fare Adjustment Report – 8X Lake Louise Regional Service

March 04, 2025

SUMMARY/ ISSUE

Administration has analyzed ridership and pass sales data for the Lake Louise Route 8X Express service and developed recommendations for potential adjustments to Single Ride, 1 Day, 3 day, 10-Ride, 1-Day System-Wide Pass, and Reservable Super Pass products and fares to further assist in cost recovery while remaining affordable for residents.

PREVIOUS COMMISSION DIRECTION/POLICY

Fares and products are outlined in the Roam Transit Fare Review, which was presented to the Board in October 2023.

Administration Recommendation:

That the Commission Board directs Administration to implement the fare changes outlined in Table 2 for Route 8x, commencing with summer service route changes on the May long weekend, subject to approval from both Parks Canada and ID9.

INVESTIGATION

- The current fare structure for Lake Louise Regional Express service (8X) has remained unchanged since 2020.
- Through the process of the 2023 fare review, many Roam fare types and costs were validated through comparison with other agencies and our internal ridership statistics and partner arrangements.
- Although the 2023 Fare Review did not recommend a fare increase for the Lake Louise Regional Express service (8X), recent discussions with Improvement District 9 and Parks Canada representatives have led to administrations recommendation of an increase in fares for the Single Ride, 1 Day, 3 day, 10-Ride, 1-Day System-Wide Pass, and Reservable Super Pass options.
- Recommendations and their impacts are detailed below:

Cost of Regional Services

- Increase fares for: Single ride, 1 Day, 3 Day, 10 ride, 1-day System Wide Pass, and 1-day Reservable Super Pass.

Current prices are listed in table 1 below:

	Single Fare	1 Day LL Only Pass	Reservable Super Pass**	System Wide Day Pass	3 Day Pass*	10 Ride Pass*	1 Month Pass*	3 Month Pass*	6 Month Pass*
Adult	\$10.00	\$20.00	\$25.00	\$25.00	\$45.00	\$65.00	\$105.00	\$252.00	\$472.50
Youth	\$5.00	\$10.00	\$12.50	\$12.50	\$22.50	\$32.50	\$52.50	\$126.00	\$236.25
Senior	\$5.00	\$10.00	\$12.50	\$12.50	\$22.50	\$32.50	\$52.50	\$126.00	\$236.25

Children of age twelve and under ride free

Report to the Bow Valley Regional Transit Services Commission

Report 2025–03.02 – Fare Adjustment Report – 8X Lake Louise Regional Service

March 04, 2025

*** Required purchase of a smartcard or Token Transit app ticket**

****Reservations are subject to a \$3 transaction fee per booking**

New price suggestions are listed in table 2 below:

	Single Fare	1 Day LL Only Pass	Reservable Super Pass**	System Wide Day Pass	3 Day Pass*	10 Ride Pass*	1 Month Pass*	3 Month Pass*	6 Month Pass*
Adult	\$12.50	\$25.00	\$30.00	\$30.00	\$60.00	\$75.00	\$105.00	\$252.00	\$472.50
Youth	\$6.25	\$12.50	\$15.00	\$15.00	\$30.00	\$37.50	\$52.50	\$126.00	\$236.25
Senior	\$6.25	\$12.50	\$15.00	\$15.00	\$30.00	\$37.50	\$52.50	\$126.00	\$236.25

Children of age twelve and under ride free

*** Required purchase of a smartcard or Token Transit app ticket**

****Reservations are subject to a \$3 transaction fee per booking**

IMPLICATIONS:

- Increased local resident ridership through improved awareness of the affordability of inter-community travel with multi-ride passes.
- Implementing the increases in fares will encourage locals to continue to buy multi-ride, monthly and multiple month passes due to the significant discount that remains available. The proposed 10-ride pass increases to \$7.50 per ride from \$6.50 per ride, remaining substantially discounted. The costs for the time-based passes such as the monthly passes remain unchanged.
- Enhanced community engagement by continuing to focus on accessibility for locals, while addressing cost increases through increases to one time or irregular users.
- Lower use of private vehicles to travel within the Bow Valley.

BRAND IMPACT:

- Brand consistency is achieved as these changes only serve to enhance the Roam product.

BUSINESS PLAN/ BUDGET IMPLICATIONS

- The proposed fare adjustments are projected to generate an estimated \$340,000 in additional annual revenue.

	Route 8 Winter		Route 8X Summer		Total
Superpass increase - from \$25-\$30	\$	36,871.13	\$	96,270.21	\$ 133,141.34
Single ride increase \$10-\$12.50	\$	46,088.91	\$	120,337.76	\$ 166,426.67
10-ride Pass Increase \$65-\$75	\$	12,000.00	\$	15,000.00	\$ 27,000.00
3-day Lake Louise Pass Increase \$45 - \$60	\$	5,000.00	\$	10,000.00	\$ 15,000.00
Total increase	\$	99,960.04	\$	241,607.97	\$ 341,568.01

- This funding will directly support operational needs, including addressing capacity issues, improving rider experience, and maintaining service quality. Additional revenue will also create the potential to increase service going forward, which will improve accessibility to transit for both locals and visitors.

Report to the Bow Valley Regional Transit Services Commission

Report 2025–03.02 – Fare Adjustment Report – 8X Lake Louise Regional Service

March 04, 2025

OPTION

- A) Direct administration to implement the changes as recommended.
- B) Increase single ride and day passes without increasing 10 ride passes.
- C) Remain status quo and do not change fare amounts.

RISKS

- Minimal risk, as the fare changes are designed to accommodate operational and customer needs.
- There is a negligible risk of ridership reduction due to cost increase.