

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

111 Hawk Avenue and MS Teams

AGENDA

January 14th, 2026 2:00-4:00pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the December 10th, 2025 Regular Meeting Minutes (attached)
4. Regular Agenda 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) Letter of Interest for Land Options (Request for Decision)
 - b) Funding for fare system replacement (Request for Decision)
6. Next Regular Meeting – Wednesday February 11th, 2026 2- 4pm

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

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

111 Hawk Avenue and MS Teams

MINUTES

December 10, 2025 2:00-4:00pm

BOARD MEMBERS PRESENT

Dave Schebek, ID9 (Chair)
Tanya Foubert, Town of Canmore
Don Beaulieu, ID9
Barb Pelham, Town of Banff (Vice Chair)
Brian Standish, Town of Banff

BOARD MEMBERS ABSENT

Sean Krausert, Town of Canmore

BVRTSC ADMINISTRATION PRESENT

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

ADMINISTRATION PRESENT

Dustin Schinbein, Town of Canmore
Patti Youngberg, Parks Canada
Adrian Field, Town of Banff
Kimberly Fisher, Parks Canada
Dwight Bourdin (Virtual)

PUBLIC PRESENT

Pauline Delobel - Matawan

1. Call to Order

Dave Schebek calls meeting to order at 2.00 pm

2. Approval of the Agenda

BVRTSC25-72 Dave Schebek moves to approve the Agenda as amended

CARRIED UNANIMOUSLY

3. Minutes

Approval of the November 24th, 2025 Regular Meeting Minutes (attached)

BVRTSC25-73 Dave Schebek moves to approve the November 24th, 2025 Regular Meeting Minutes as presented

CARRIED UNANIMOUSLY

4. Regular Agenda 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) Demonstration of Roam's key ITS (Intelligent Transit Systems) functionality (For Information Only)
- b) Holiday social and simulator time (seasonal snacks provided)

6. Next Regular Meeting – Wednesday January 14th, 2026 2- 4pm

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

7. Adjournment

BVRTSC25-74 Dave Schebek moves to adjourn the meeting at 3:09PM

CARRIED UNANIMOUSLY

CEO and Admin Report



January 2026

Financial:

- In late October, Roam applied to have a scope change implemented on remaining funding through the Investing in Canada Infrastructure Plan (ICIP). With the support of Alberta Infrastructure staff throughout the process, the scope change was approved at the end of December by Infrastructure Canada. This approval enables Roam to now move forward more quickly with a decision and implementation of the outstanding RFP for a new fare system.

Human Resources:

- The hiring season is underway for 2026!

The following positions have recently been filled:

- **Fleet and Facilities Technician** – starting Jan. 7th, 2026
- **Human Resources Generalist** – starting Jan. 19th, 2026
- **Office Administrator** – starting Feb. 2nd, 2026

Recruiting is currently active for a **Wash Bay Specialist** and **Transit Operators**. Both of these positions have had many applicants and strong candidates.

Internally the team has recruited:

- **Transit Technology Specialist** (part time)
 - **Driver Trainer** (part time)
- Roam has submitted an application for the Canada Summer Jobs Grant Program for 2026. It is anticipated that information on the success of the application will be received regarding in early spring. This program provides wage subsidies to employers to create quality summer work experiences for young people aged 15-30.

Transit and Operational Updates:

- Skijoring Event

Roam is working with BLLT and the Town of Banff to enable the success of the upcoming Skijoring event in Banff on January 17th and 18th. This event will involve full road closures of Banff Avenue in areas affecting key Roam routes and both Transit Hubs. Both operational and communication plans are currently being developed to ensure that the disruption to Roam passengers is minimal and safe temporary stops are established in convenient locations. Additional Roam Ambassadors and BLLT Hosts will be on site during key times of the closure to assist in wayfinding.



o Peak Ridership:

A number of Roam routes (Green) reached their peak ridership day in 2025:

	Highest All Time Ridership Day	Date of All Time Highest Ridership	Highest Ridership Day in 2025	Date of Highest 2025 Ridership
Route 1	6,414	2025-07-08	6,414	2025-07-08
Route 2	4,169	2025-07-03	4,169	2025-07-03
Route 3	1,896	2025-06-15	1,896	2025-06-15
Route 4	432	2023-08-03	408	2025-07-29
Route 5C	940	2024-11-19	919	2025-02-11
Route 5T	862	2024-06-26	764	2025-07-01
Route 6	1,595	2024-07-20	1,124	2025-06-30
Route 8X	1,796	2023-08-05	1,622	2025-08-02
Route 9	434	2023-08-05	413	2025-07-01
Route 11	433	2024-07-10	384	2025-06-30
Route 12	356	2025-08-24	356	2025-08-24

o Bus Storage:

A lease has been secured for a storage property through the Town of Banff, located three streets away on Falcon Street. This facility will be used for off-site storage of buses that are out of service for extended periods, which will free up much-needed bus storage capacity at the Hawk Avenue facility.

o Temporary Office Space:

A Development Permit has been submitted to the Town of Banff for the installation of a temporary office building at the Hawk Avenue site. Subject to a successful permit review, delivery of the unit is anticipated within approximately two weeks.

o Optibus Scheduling Software

The shift bidding functionality continues to progress. The team has been testing and developing a working plan to employ the automated shift bidding software that is already included in Optibus. We have confidence that this software will not only work but be a valuable long-term solution that scales to our future transit growth and aligns Roams' shift bidding process in line with the bidding formats of much larger transit agencies.

The next steps:

- ✓ Meet with and present the necessity to make this change and the process of doing so with a selection of full-time drivers and get their feedback.
- ✓ Introduce the change to the entire driver group.
- ✓ Provide user training drivers of the bidding app and bidding process involved.
- ✓ Harmonize this spring bid with the introduction of the new Route 7.
- ✓ Work on finalizing the bid and performing the new process.
- ✓ Learn from positives or negatives derived from this change.

○ Challenging December Snowfall and Road Conditions for Transit Operations

Frequent snowfall and freezing rain throughout December caused poor road conditions and frequent challenges for transit drivers, the operations team, and our passengers. With limited ability to ensure roads are clear and sanded prior to early morning and evening trip, the team is proactively developing criteria whereby which services may be temporarily paused during extreme road conditions. This protocol will improve safety and reduce the frequency of incidents.

Transit Maintenance Update:

- Roam's new Fleet and Facility Technician has been hired and begun his orientation. This position will assist with minor vehicle repairs and also contribute by helping with facility and staff accommodation issues.
- 1005, one of the earliest procured Regional Nova buses, is having a new transmission installed at Prevost in Calgary as part of Roam's fleet renewal process.
- Two electric batteries have procured at a discounted price with the intent of enabling one additional Proterra bus to get back on the road. Installation is scheduled for later in January.

General/Health and Safety

General:

- Roam's management team will be holding a one-day retreat at the end of January, focusing on future planning for the upcoming summer season. With new members on the team, this will be a great opportunity to review the previous summer season's successes and areas for improvement with the end goal of an increasingly successful peak season in 2026.

Safety:

- Winter driving conditions and frequent snow days have continued to create operational challenges. Operations, Safety, and Training teams have been working extended hours to maintain safe service levels while coordinating safe route access while snow clearing is in effect. The changing road conditions across all service areas highlighted gaps in existing guidance and led to updates to our SOPs to provide clearer, more practical direction for drivers, dispatchers, and supervisors, supporting safer and more consistent operations.
- Roam is actively participating in safety and emergency preparedness committees across the Bow Valley. We are maintaining regular communication with the Town of Banff, the Town of Canmore, and Parks Canada, and are now scheduling joint meetings and tabletop exercises with these partners to strengthen coordination and ensure readiness in the event of a major incident or emergency.
- Work is ongoing on the final phase of the driver recognition program. This program will use GPS data from Consat to monitor driving behaviors, recognize safe driving practices, and identify higher-risk trends, locations, and behaviors for targeted coaching. Data collection will begin in February, with the first driver recognition planned for the end of March.

Training:

- The operator recruitment posting is active, and interviews will be conducted this month to support upcoming service and seasonal demands. This year, we will be running three training groups, with the first cohort starting in February. Trainees include a mix of candidates upgrading to a Class 2 license, experienced operators entering with prior qualifications, and several former Class 4 operators returning to upgrade to Class 2. Training schedules and resources are being coordinated to support these varied experience levels.
- Students enrolled in the MELT instructor program will begin their testing this month and are actively studying in preparation. Once their training is completed, we will conduct several weeks of trainer development to prepare for the peak bus training season, which runs from February through May.
- We are continuing work on updates to the training manual, incorporating new routes, procedures, and operational changes. This 180-page manual is issued to all new operators and is supported by an internal training webpage that includes instructional videos and reference materials to assist drivers with ongoing learning and refreshers.

Marketing & Customer Experience

- **3+ Million riders 2025**

The year concluded with a significant milestone for Roam Transit, surpassing 3 million riders across all services on December 21st. To recognize this achievement, a celebratory community event was held on Thursday, January 8, with the Roam “Celebration Bus” visiting Canmore, Banff, and Lake Louise. These events provided an opportunity for riders and community members to engage with Roam staff and collectively celebrate this important accomplishment. The events were well attended in each of the 3 locations, with many people enjoying the hot chocolate, cookies and Roam socks, stickers and postcards!

Roam post:

https://www.instagram.com/p/DTS_QZ1kU9i/?hl=en&img_index=1

An appreciative post was put on Facebook by The Banff Guide:

https://www.facebook.com/story.php?story_fbid=122192310878559961&id=61566798847734&mibextid=wwXlfr&rdid=3GbZypaxbGLclbbN#

- **BCHS Students Showed Appreciation for Roam Drivers**

In recognition of our frontline teams, Roam drivers received heartfelt thank-you cards from students at Banff Community High School. These gestures were greatly appreciated by our operators and served as a meaningful acknowledgement of their dedication, particularly while navigating challenging conditions.



Roam Christmas Themed Bus Competition

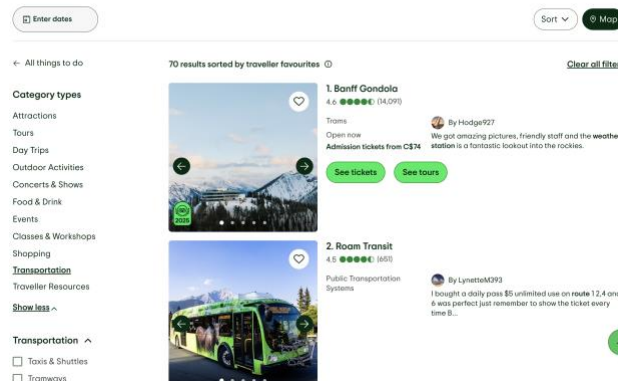
In the lead-up to Christmas, one Roam bus was festively decorated and paired with a passenger photo contest. Riders were invited to take photos onboard and share them with the Roam team, further strengthening community connection and engagement during the holiday season.

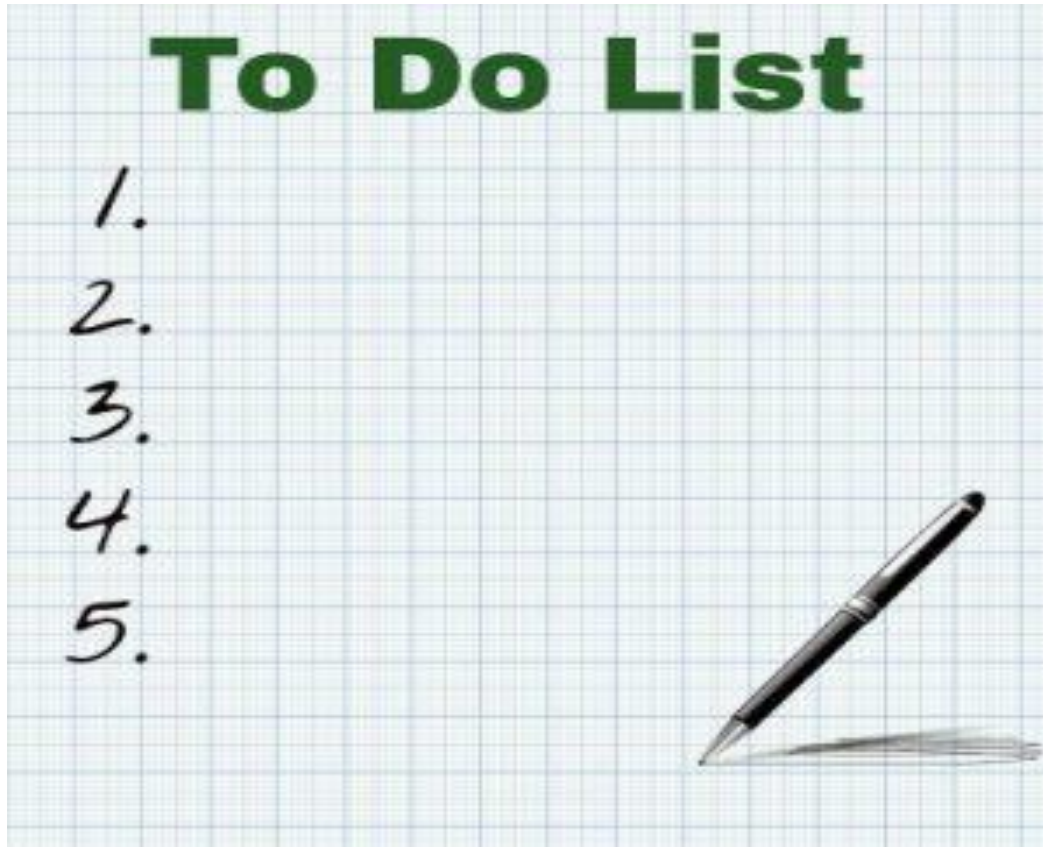


○ **TripAdvisor:**

Roam finished the year as “#10 of 66 things to do in Banff” and #2 of 70 in the category of transportation.

Transportation in Banff





BRING FORWARD LIST

BRING FORWARD LIST OF ITEMS PENDING (as of January 2026)

ITEM	Date Initiated	Pending Date	Responsible for Completion	Comments:
<p>BVRTSC25-07 Dave Schebek moves to direct 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.</p> <p align="center">CARRIED UNANIMOUSLY</p>	<p>March 12, 2025</p>	<p>March 31, 2026</p> <p>Anticipated completion end of Q1, 2026</p>	<p>Martin/Steve</p>	<p>Phase Two will expand on infrastructure and further capital requirements supported by funding from the Rural Transit Solutions Fund. Consultant has been hired and is in the process of completing the study.</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>BVRTSC25-23 Sean Krausert moves to amend item BVRTSC24-75 (Board Self-Assessment) to adjust completion date to Q4 2026</p> <p align="center">CARRIED UNANIMOUSLY</p>	<p>Nov 13, 2024</p>	<p>Q4 2026</p>	<p>Board and Elevated HR</p>	<p>Moved in July meeting to be completed by Q4 2026</p> <p>Will arrange meeting with Elevated HR to begin this process in Q2 2026</p>
<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>BVRTSC25-24 Sean Krausert moves to amend motion BVRTSC24-76 (BVRTSC Bylaw Review) to revise the timeline for work to be completed to the end of Q2 2026.</p> <p align="center">CARRIED UNANIMOUSLY</p>	<p>Nov 13, 2024</p>	<p>Q2, 2026</p>	<p>Board, Administration and Outside Consultant</p>	<p>Moved in July 2025 meeting to be completed by Q2 2026.</p> <p>Initial discussions have begun to have this review completed by Avail LLP</p> <p>Meetings occurring with Avail January 14-16, 2026</p>

Bow Valley Regional Transit Services Commission Ridership Statistics

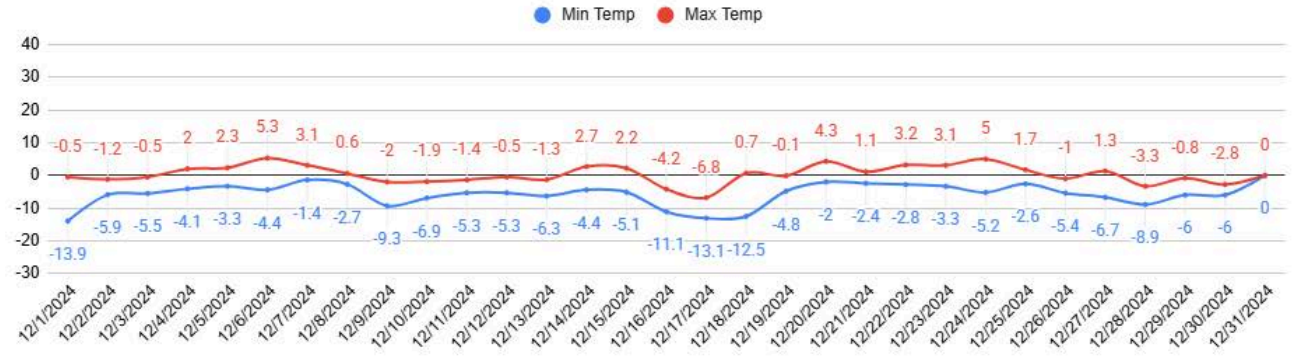
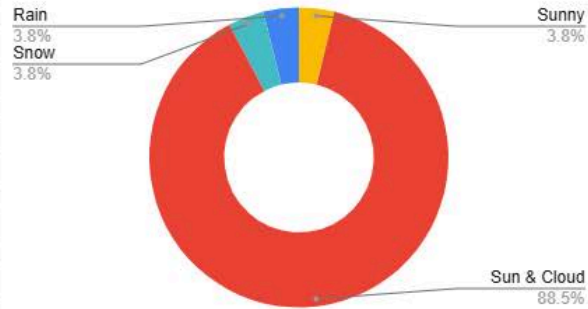


Month	Type	Banff Local	Canmore Local	Canmore-Banff Regional	Lake Louise - Banff Regional
December 2025	Ridership	127,360	33,931	36,925	14,970
	Banff Residents	46,309	-	-	-
	Bikes	29	217	129	4
	Winter Sports	0	375	1,942	18
	Strollers	156	103	47	2
	Mobility Devices	9	23	1	0

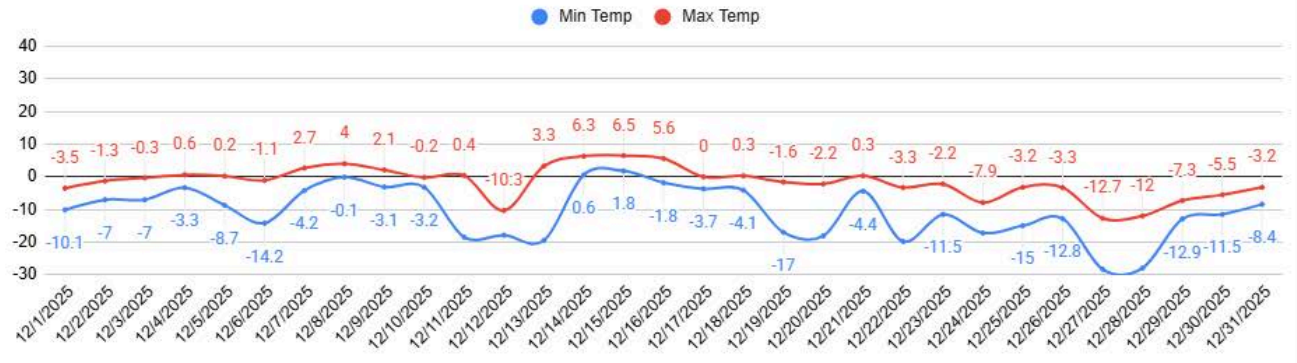
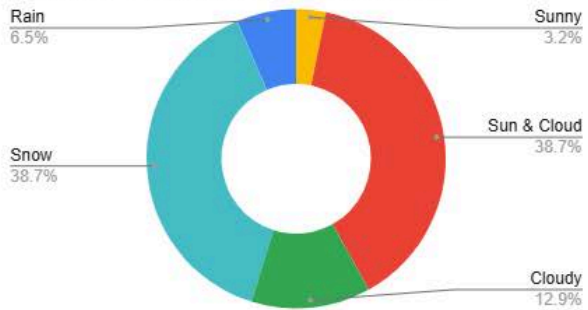
Route	Monthly Ridership Change 2024 - 2025	Comment
Route 1	3.30%	Change from December 2024 to December 2025
Route 2	5.97%	Change from December 2024 to December 2025
Route 3	15.97%	Change from December 2024 to December 2025
Route 4		Change from December 2024 to December 2025
Route 5	-4.22%	Change from December 2024 to December 2025
Route 6		Change from December 2024 to December 2025
Route 8X	2.78%	Change from December 2024 to December 2025
Route 9	-55.27%	Change from December 2024 to December 2025
Route 12		Change from December 2024 to December 2025

Banff Resident Pass Usage - YTD	511,969
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Weather Conditions December 2024



Weather Conditions December 2025



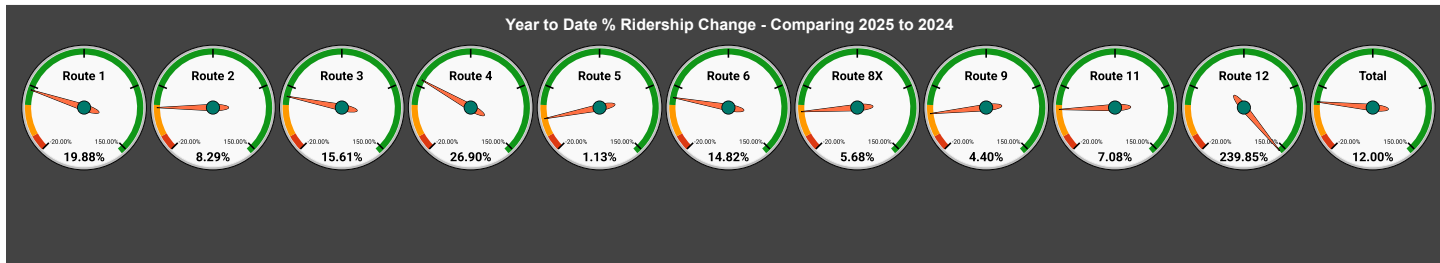
Route 1 (Inns of Banff/ Gondola)																						Route 2 (Tunnel Mtn / Banff Springs Hotel)						Route 4 Cave & Basin						Banff Local (Route 1, 2 & 4)					
Month	R1 2022	R1 2023	R1 2024	R1 2024 YTD	R1 2025 YTD	% Change -24	% Change -23	R2 2022	R2 2023	R2 2024	R2 2024 YTD	R2 2025 YTD	% Change -24	% 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	41,844	41,844	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	54,982	19.32%	34.65%	21,518	47,270	51,430	51,430	53,782	4.57%	13.78%									41,179	88,103	97,510	97,510	108,764	11.54%	23.45%										
March	21,722	47,979	52,307	52,307	62,270	19.05%	29.79%	24,785	53,488	60,558	60,558	59,439	-1.85%	11.13%									46,507	101,467	112,865	112,865	121,709	7.84%	19.95%										
April	20,918	41,098	44,341	44,341	55,942	26.16%	36.12%	20,192	44,739	45,853	45,853	51,665	12.68%	15.48%									41,110	85,837	90,194	90,194	107,607	19.31%	25.36%										
May	37,615	67,740	72,973	72,973	86,000	17.85%	26.96%	27,452	55,890	60,403	60,403	67,770	12.20%	21.26%	1,153	1,904	1,740	1,740	2,096	20.46%	10.08%		66,220	125,534	135,116	135,116	155,866	15.36%	24.16%										
June	65,375	103,499	107,404	107,404	117,880	9.75%	13.89%	50,118	76,511	81,019	81,019	90,437	11.62%	18.20%	4,698	6,689	5,116	5,116	5,952	16.34%	-11.02%		120,191	186,699	193,539	193,539	214,269	10.71%	14.77%										
July	100,148	125,827	121,640	121,640	158,541	30.34%	26.00%	67,979	93,346	92,431	92,431	102,863	11.29%	10.20%	7,321	7,647	6,131	6,131	7,945	29.59%	3.90%		175,448	226,820	220,202	220,202	269,349	22.32%	18.75%										
August	93,303	122,140	120,506	120,506	159,082	32.01%	30.25%	68,183	91,695	88,241	88,241	100,070	13.41%	9.13%	6,392	7,191	5,945	5,945	7,630	28.34%	6.10%		167,878	221,026	214,692	214,692	266,782	24.26%	20.70%										
September	61,567	88,508	91,008	91,008	108,944	19.71%	23.09%	53,950	75,616	77,274	77,274	82,399	6.63%	8.97%	4,842	4,842	3,200	3,200	4,463	39.47%	-7.83%		120,359	168,966	171,482	171,482	195,806	14.18%	15.88%										
October	37,893	52,404	54,243	54,243	61,561	13.49%	17.47%	32,911	46,459	51,530	51,530	54,504	5.77%	17.32%	396								71,200	98,863	105,773	105,773	116,065	9.73%	17.40%										
November	30,751	33,628	42,368	42,368	41,420	-2.24%	23.17%	36,146	43,420	48,789	48,789	50,696	3.91%	16.76%									66,897	77,048	91,157	91,157	92,116	1.05%	19.56%										
December	45,460	49,418	60,432	60,432	62,429	3.30%	26.33%	50,744	54,587	61,275	61,275	64,931	5.97%	18.95%									96,204	104,005	121,707	121,707	127,360	4.64%	22.46%										
YTD	550,493	813,710	854,946	854,946	1,024,900	19.88%	-	470,848	733,010	770,920	770,920	834,854	8.29%	-	24,802	28,273	22,132	22,132	28,086	26.90%	-		1,046,143	1,574,993	1,647,998	1,647,998	1,887,840	14.55%	-										

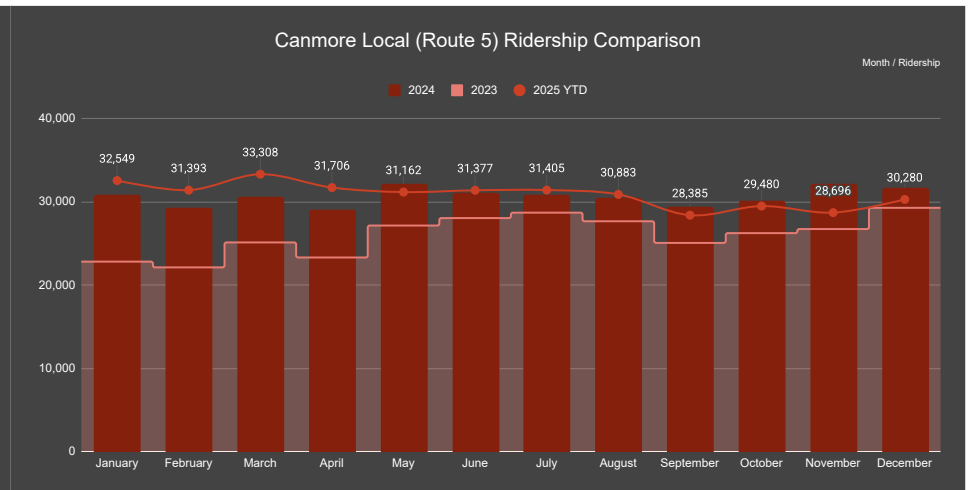
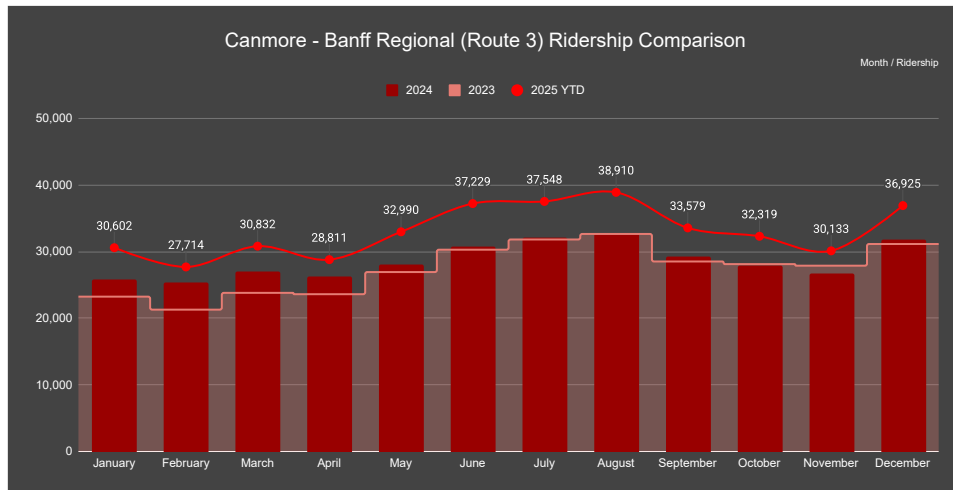
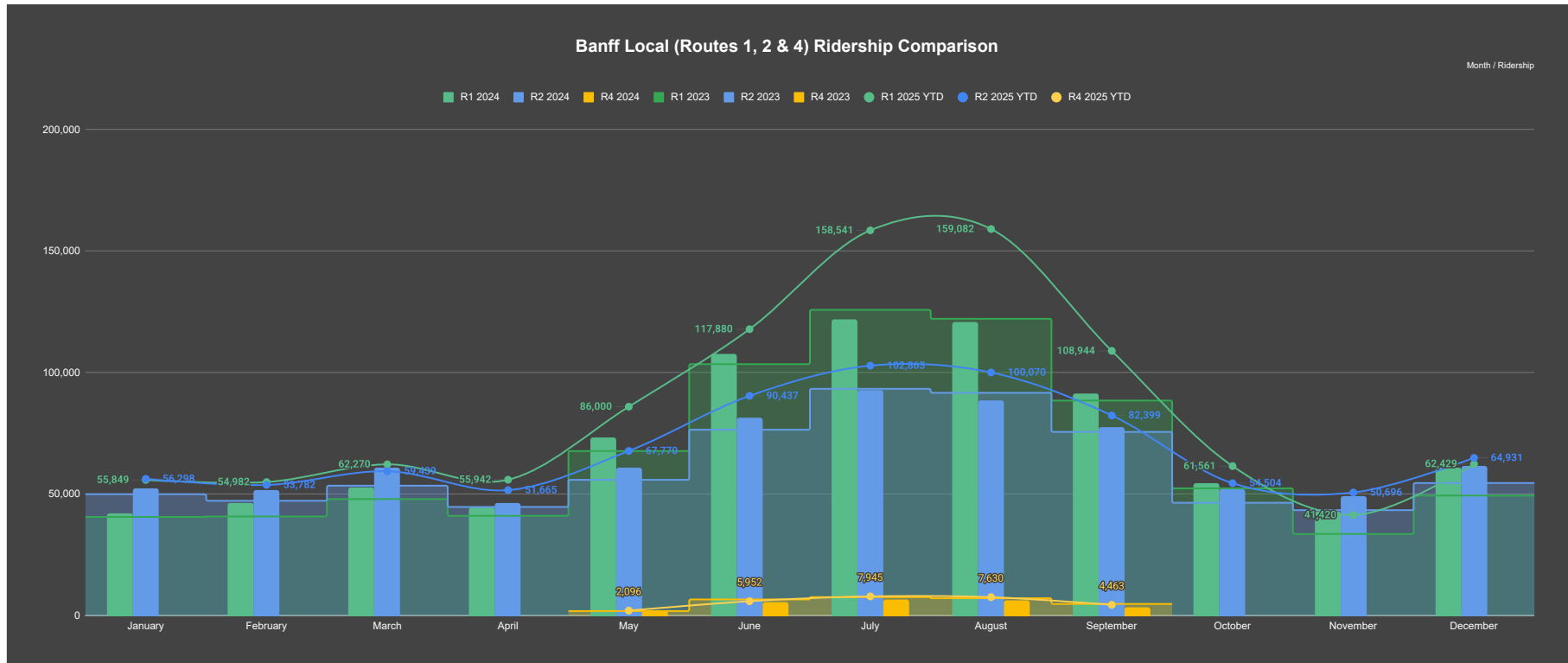
Route 3 (Canmore-Banff Regional)							Route 5 Canmore						Route 6 Minnewanka						Roam Total Ridership										
Month	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	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	27,714	9.05%	30.09%	9,789	22,119	29,174	29,174	31,393	7.61%	41.93%									65,499	141,874	163,675	163,675	179,710	9.80%	26.67%
March	12,770	23,824	27,059	27,059	30,832	13.94%	29.42%	12,208	25,116	30,530	30,530	33,308	9.10%	32.62%									75,790	161,319	182,041	182,041	197,698	8.60%	22.55%
April	12,028	23,622	26,296	26,296	28,811	9.56%	21.97%	10,924	23,308	28,976	28,976	31,706	9.42%	36.03%									68,215	143,794	156,333	156,333	180,537	15.48%	25.55%
May	15,148	26,946	28,087	28,087	32,990	17.46%	22.43%	13,066	27,143	32,036	32,036	31,162	-2.73%	14.81%	2,783	5,879	4,647	4,647	6,967	49.92%	18.51%		106,822	206,716	223,906	223,906	256,860	14.72%	24.26%
June	19,058	30,304	30,702	30,702	37,229	21.26%	22.85%	16,015	28,039	30,963	30,963	31,377	1.34%	11.90%	12,662	18,255	14,003	14,003	16,726	19.45%	-8.38%		190,769	308,030	316,881	316,881	348,560	10.00%	13.16%
July	22,015	31,836	32,104	32,104	37,548	16.96%	17.94%	16,715	28,691	30,700	30,700	31,405	2.30%	9.46%	20,639	25,806	21,451	21,451	22,029	2.69%	-14.64%		271,789	371,077	358,855	358,855	416,129	15.96%	12.14%
August	19,854	32,667	32,717	32,717	38,910	18.93%	19.11%	17,070	27,658	30,390	30,390	30,883	1.62%	11.66%	19,238	26,074	22,501	22,501	23,957	6.47%	-8.12%		253,615	366,644	354,646	354,646	419,466	18.28%	14.41%
September	17,364	28,533	29,297	29,297	33,579	14.62%	17.66%	17,127	25,056	29,249	29,249	28,385	-2.95%	13.29%	10,182	15,400	13,315	13,315	15,449	16.03%	0.32%		187,534	284,961	288,908	288,908	317,916	10.04%	11.56%
October	17,605	28,139	27,917	27,917	32,319	15.77%	14.85%	16,802	26,233	30,044	30,044	29,480	-1.88%	12.38%	530	921			2,042				118,488	179,071	190,907	190,907	207,162	8.51%	15.69%
November	17,797	27,903	26,674	26,674	30,133	12.97%	7.99%	19,956	26,722	32,065	32,065	28,696	-10.51%	7.39%									110,983	142,511	160,626	160,626	164,932	2.68%	15.73%
December	19,213	31,157	31,841	31,841	36,925	15.97%	18.51%	21,194	29,271	31,613	31,613	30,280	-4.22%	3.45%									146,145	180,013	201,519	201,519	213,988	6.19%	18.87%
YTD	193,986	329,489	343,901	343,901	397,592	15.61%	-	180,090	312,166	366,484	366,484	370,624	1.13%	-	66,034	92,335	75,917	75,917	87,170	14.82%	-		1,652,179	2,633,072	2,760,525	2,760,525	3,091,653	12.00%	-

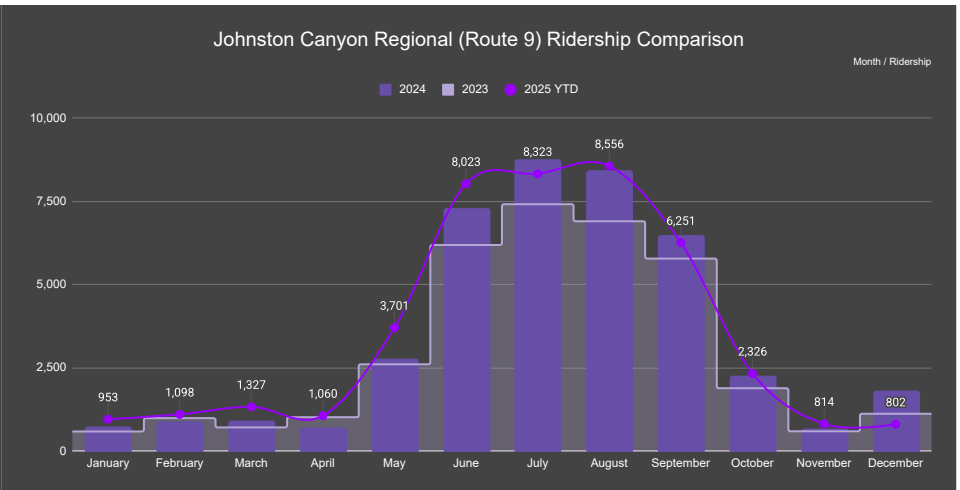
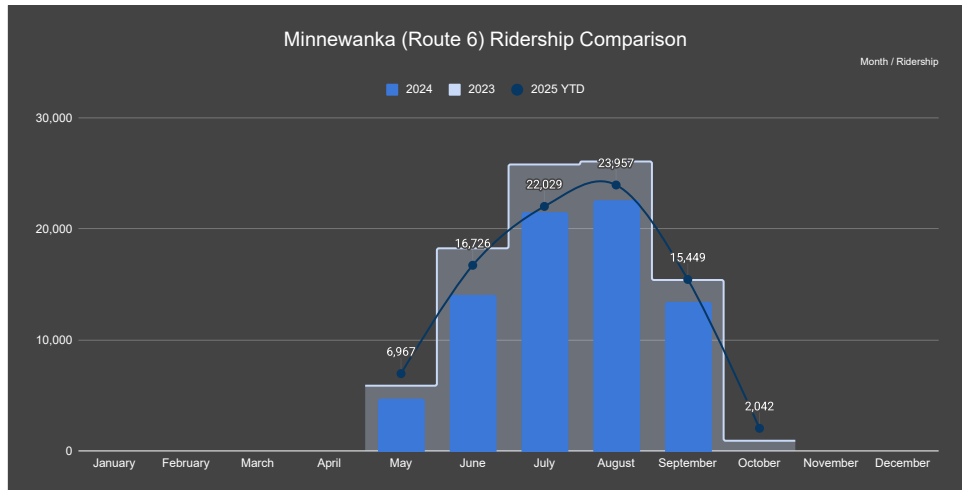
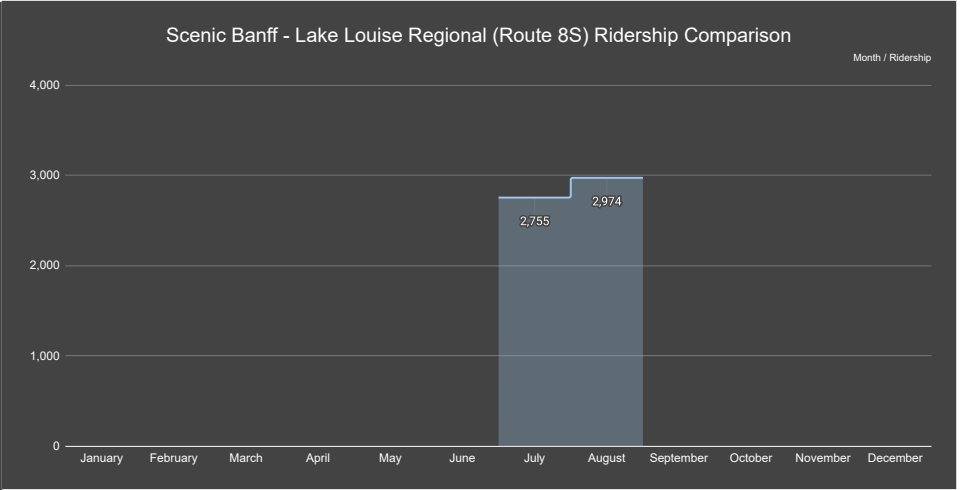
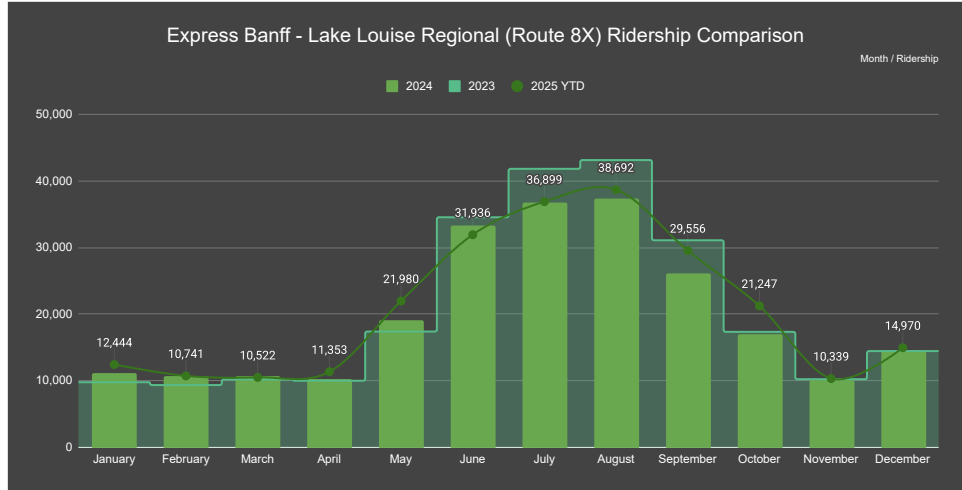
Route 8X (Express Lake Louise - Banff Regional)							Route 8S (Scenic Lake Louise - Banff Regional)						Route 9 (Johnston Canyon)						Route 10 (Moraine Lake)									
Month	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	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	10,714	0.25%	14.72%																					
March	4,305	10,205	10,694	10,694	10,522	-1.61%	3.11%																					
April	4,153	10,013	10,196	10,196	11,353	11.35%	13.38%																					
May	8,422	17,400	19,167	19,167	21,980	14.68%	26.32%																					
June	18,115	34,555	33,350	33,350	31,936	-4.24%	-7.58%																					
July	28,200	41,826	36,750	36,750	36,899	0.41%	-11.78%	2,183	2,755																			
August	22,575	43,140	37,346	37,346	38,692	3.60%	-10.31%	1,640	2,974																			
September	16,059	31,100	26,149	26,149	29,556	13.03%	-4.96%																					
October	8,061	17,351	16,962	16,962	21,247	25.26%	22.45%																					
November	6,021	10,248	10,089	10,089	10,339	2.48%	0.89%																					
December	9,248	14,463	14,565	14,565	14,970	2.78%	3.51%																					
YTD	132,912	249,452	237,209	237,209	250,679	5.68%	-	3,823	5,729	0	0	0	0.00%	-	22,263	35,751	41,410	41,410										

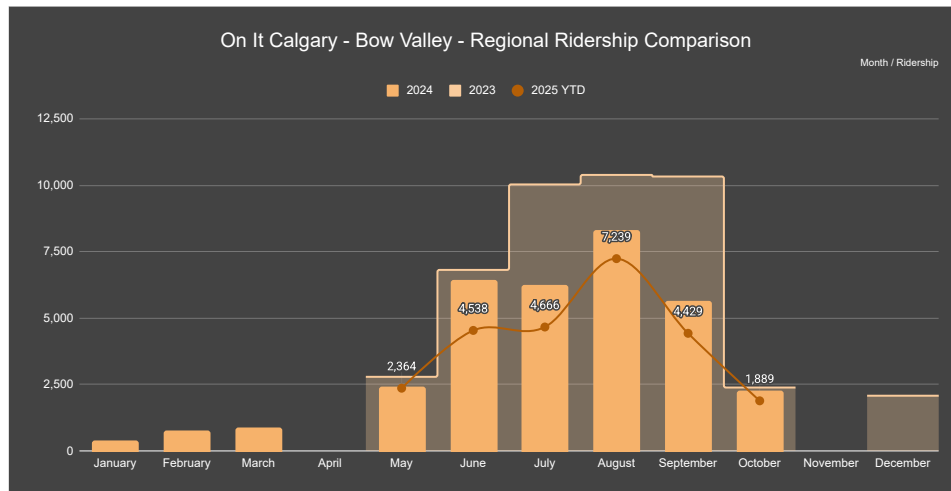
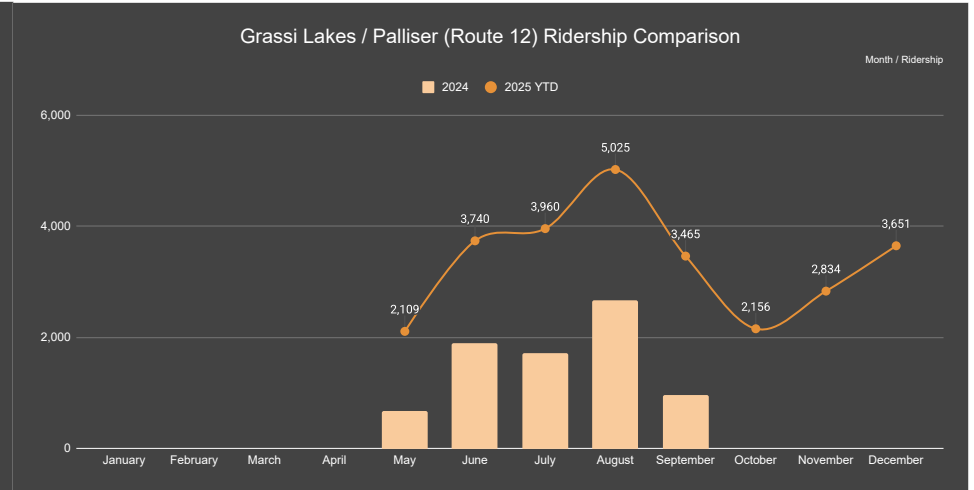
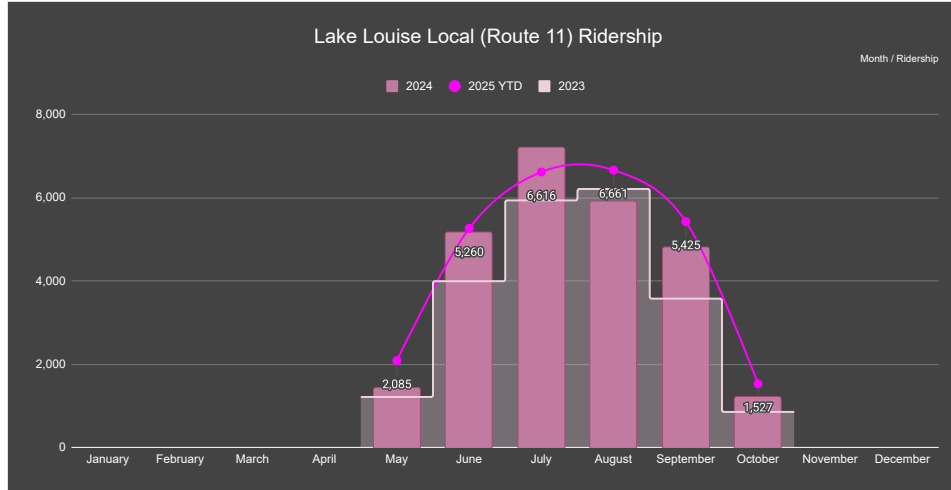
Month	On-It (Calgary Regional) - Banff						On-It (Calgary Regional) - Lake Louise						On-It (Calgary Regional) - Moraine Lake						Route 11 (Lake Louise Local)									
	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23	2022	2023	2024	2024 YTD	2025 YTD	% Change -24	% Change -23
January			363	363																								
February			753	753																								
March			830	830																								
April																												
May	1,759	2,792	2,401	2,401	2,364	-1.54%	-15.33%																					
June	3,840	6,815	6,410	6,410	4,538	-29.20%	-33.41%			713	0	0	0.00%															
July	7,654	10,031	6,231	6,231	4,666	-25.12%	-53.48%			1,113	0	0	0.00%															
August	6,531	10,389	8,278	8,278	7,239	-12.55%	-30.32%			1,290	0	0	0.00%															
September	5,019	10,329	5,627	5,627	4,429	-21.29%	-57.12%			199	0	0	0.00%															
October		2,389	2,224	2,224	1,889	-15.06%	-20.93%											1,174	0	0	0.00%							
November																		617	0	0	0.00%							
December		2,081																										
YTD	24,803	44,826	33,117	33,117	25,125	-24.13%	-	0	0	3,315	0	0	0.00%	-	0	0	1,791	0	0	0.00%	-	0	21,774	25,750	25,750	27,574	7.08%	-

Month	Route 5C (Cougar Creek)						Route 5T (Three Sisters)						Route 12 (Grassi Lakes/Palliser)														
	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	18,442	20,995	13.84%				12,088	12,088	12,313	1.86%														
April			17,958	17,958	19,907	10.85%				11,018	11,018	11,799	7.09%														
May			18,563	18,563	18,653	0.48%				13,473	13,473	12,509	-7.16%					680	680	2,109	210.15%						
June			17,076	17,076	18,436	7.96%				13,887	13,887	12,941	-6.81%					1,896	1,896	3,740	97.26%						
July			17,115	17,115	17,768	3.82%				13,585	13,585	13,637	0.38%					1,723	1,723	3,960	129.83%						
August		15,005	17,118	17,118	17,398	1.64%	15.95%			12,653	13,272	13,485	1.60%	15.95%				2,671	2,671	5,025	88.13%						
September		14,113	16,643	16,643	16,288	-2.13%	15.41%			10,943	12,606	12,606	12,097	-4.04%	15.41%				957	957	3,465	262.07%					
October		15,771	18,359	18,359	17,878	-2.62%	13.36%			10,462	11,685	11,601	-0.72%	13.36%							2,156						
November		16,468	20,611	20,611	18,300	-11.21%	11.12%			11,318	11,454	11,454	10,396	-9.24%	11.12%						2,834						
December		18,122	20,228	20,228	20,389	0.80%	12.51%			11,149	11,385	11,385	9,891	-13.12%	12.51%						3,651						
YTD	0	79,479	219,740	219,740	227,574	3.57%	-	0	56,525	146,744	146,744	143,049	-2.52%	-	0	0	7,927	7,927	26,940	239.85%	-						









Bow Valley *R*egional Transit Services Commission



NEW BUSINESS

Bow Valley *R*egional Transit Services Commission



Expression of Interest

Roam Maintenance and Storage Facility Land

Report to the Bow Valley Regional Transit Services Commission

Report 2026-01.02

January 6, 2026

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. Phase two is now being completed by Watt Consulting, with the results to be finalized by the end of Q1, 2026.

Previous motion passed following report 2025-03.01 (from March 2025 Commission minutes):

d) Capital and Fleet Plan – Phase Two (Request for Decision)

BVRTSC25-07 Dave Schebek moves to direct 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.

CARRIED UNANIMOUSLY

Initial discussions have determined that there is very limited suitable land available for a bus facility in the Bow Valley, and that there are competing priorities for that land.

Administration Recommendation:

The Commission directs administration to prepare a letter from the BVRTSC Board for delivery to each of the Town of Canmore and the Town of Banff CAOs expressing the Commission's interest in the municipal property in each community previously identified as a potential site for a new Roam Maintenance and Storage Building.

INVESTIGATION

Subsequent to the initial report and motion, Watt Consulting has been contracted to complete the study, which will provide information on location advantages/challenges and preliminary building design options. This information will help guide the Commission in the decision-making process.

As a part of the process, BVRTSC Administration reached out to the Town of Canmore, the Town of Banff, ID9 and Parks Canada to determine potentially feasible sites for a new Roam Transit facility. The sites identified were:

Report to the Bow Valley Regional Transit Services Commission

Report 2026-01.02

January 6, 2026

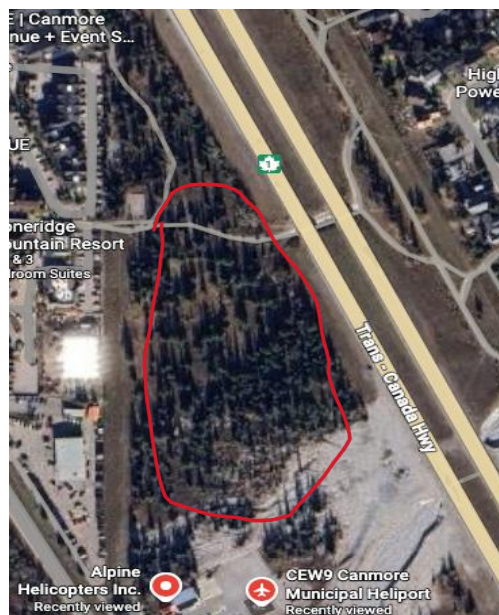
ID9: ID9 has no land

Parks Canada: Parks Canada identified no feasible sites

Town of Banff: 100 Hawk Avenue, land adjacent to current site at 111 Hawk Avenue. This includes the dog park area and the land extending to Compound Road. Total area is approximately 146,000 Square Feet.



Town of Canmore: Land adjacent to current heliport between Bow Valley Trail and the Trans Canada Highway. Approx 130,000 Sq feet without height restrictions and another 80,000 Sq feet with height restrictions.



Report to the Bow Valley Regional Transit Services Commission

Report 2026-01.02

January 6, 2026

With competing municipal priorities, putting forward an initial letter to each municipality will formalize the BVRTSC's interest in potentially building on these sites. The BVRTSC could then be identified as an interested party should other purposes for the land be proposed.

OPTIONS

Wait until the study is complete and recommendations have been made, and submit a letter at that time.

BUSINESS PLAN/ BUDGET IMPLICATIONS

No business plan or budget implications

BRAND IMPACT

No brand impact as this request is only an expression of interest

RISKS

No identified risk

ATTACHMENTS:

Link to previous report (2025-03.01) initiating Phase 2 – report on page 76:

<https://roamtransit.com/wp-content/uploads/2025/04/BVRTSC-Board-Package-March-2025.pdf>

Bow Valley *R*egional Transit Services Commission



Roam Fare Collection System

Report to the Bow Valley Regional Transit Services Commission

Report 2026-01.01 Faring System Purchase

January 6, 2026 – Report by Martin Bean

C. SUMMARY/ ISSUE

In late 2023 TripSpark, Roam’s current farebox provider, announced the end of life of the EZ Fare system. This announcement triggered Roam to do a fare technology study and begin the search for a new solution that would include features such as mobile ticketing and open payment. An RFP was issued and numerous responses were received. In October, the Commission approved a scope change application for ICIP grant funding to assist in purchasing the new faring system. This scope change was recently approved, and administration is continuing to move forward with the RFP evaluation and purchase.

Administration Recommendation:

The Commission directs Administration to move forward with the purchase of a new faring system based on the evaluated RFP results, to be funded through Commission farebox replacement savings, ICIP grant funding and the balance to come from General Commission reserves.

INVESTIGATION

In 2024, the Commission hired Dillon Consulting to complete a Fare Technology Review to help understand the available technologies and features that would be recommended. In November of 2024, Dillon presented the report to the Commission.

From the November 13, 2024 Commission meeting minutes:

e) Presentation of Dillon Fare Report (For Information Only)

BVRTSC24-77 Dave Schebek moves to direct Administration to move forward with the issuance of an RFP in Q1 of 2025 for the replacement of Roam’s current fare collection system.

CARRIED UNANIMOUSLY

In the summer of 2025, an RFP was issued for the procurement of a new faring system for Roam Transit. This RFP closed in late September of 2025 with multiple bids submitted for evaluation. Following an initial review of the submissions, it was decided that access to additional grant funding would allow Roam to ensure a fully robust system could be purchased and introduced on Roam buses. With ICIP funding not being fully allocated, conversations were started with Alberta Transportation and Economic Corridors to apply to their Federal counterparts to have the scope changed. This was presented to the Board and the following motion was approved at the October 2025 Commission meeting:

Report to the Bow Valley Regional Transit Services Commission

Report 2026-01.01 Faring System Purchase

January 6, 2026 – Report by Martin Bean

b) **New Item – Scope change for remaining ICIP Funding.**

BVRTSC25-60 Tanya Foubert moves to direct Administration to apply through the Government of Alberta for a project scope change for the remaining ICIP funds to enable their use for the purchase of a new faring system.

CARRIED UNANIMOUSLY

The change in scope was deemed an appropriate use, and the final approval was received in late December.

The recently closed RFP for a new faring system has shown that the cost for implementation of this system will be significantly more costly than anticipated, with a number of proposals in the \$900,000 range.

BUSINESS PLAN/ BUDGET IMPLICATIONS

The BVRTSC has approximately \$280,000 in capital savings for farebox replacement, including the planned savings for 2026.

At \$900,000, the ICIP contribution would be \$360,000, which would leave a balance of \$260,000 which would be proposed to be allocated from General Commission Reserves.

OPTIONS

Direct administration to requisition partners for the difference between savings and cost of faring system

BRAND IMPACT

Positive brand impact through new faring technology which will simplify payments, allow the use of credit cards on the bus and reduce wait times at stops.

RISKS

Risks associated with the implementation of new technology.