

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

111 Hawk Avenue and MS Teams

AGENDA

October 30th, 2024 2:00-4:00pm

1. Call to Order
2. Approval of the Agenda
3. Minutes
 - Approval of the September 11th, 2024 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) Credit card limit increase (Request for Decision)
 - b) Presentation of Final Operating (2025-27) and Capital (2025-2034) Budgets (Request for Decision)
6. Next Regular Meeting – Wednesday November 11th 2024 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

September 11th, 2024 2:00-4:00pm

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

BVRTSC ADMINISTRATION PRESENT

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

ADMINISTRATION PRESENT

Daniella Rubeling, Parks Canada
Patti Youngberg, Parks Canada
Kelly Gibson, Town of Banff
PH Gagnon, Town of Banff (Virtual)
Colin Debaie, Parks Canada (Virtual)
Danielle Morine, ID9 (Virtual)
Sally Caudill, Town of Canmore
Chris McGregor, Town of Banff

ADMINISTRATION ABSENT

PUBLIC PRESENT

1. Call to Order

Dave Schebek calls the meeting to order at 2:00PM

2. Approval of the Agenda

BVRTSC24-49 Alex Parkinson moves to approve the agenda.

CARRIED UNANIMOUSLY

3. Minutes

- Approval of the August 14th, 2024 Regular Meeting Minutes (attached)

BVRTSC24-50 Dave Schebek moves to accept the minutes as presented.

CARRIED UNANIMOUSLY

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) Town of Banff Maintenance Presentation – Chris McGregor, Fleet Manager (For Information Only)
- b) Listing of Roam’s Intelligent Transportation Systems Technology and associated functions (For Information Only)
- c) Presentation of New Service Level Requests (Request for Decision)

1. Automatic Passenger Counter Upgrade

BVRTSC24-51 Tanya Foubert moves that the Commission move to authorize administration to replace the current Automatic Passenger Counter system in 2025 as an extension of our current real time bus location provider’s service.

CARRIED UNANIMOUSLY

2. General Maintenance Team Member (2026)

BVRTSC24-52. Sean Krausert moves to postpone the ask until such a time that Administration can return with a revised recommendation.

CARRIED UNANIMOUSLY

3. Maintenance Program Manager

BVRTSC24-53 Barb Pelham moves that the Commission approve the hiring of a new full time Maintenance Program Manager for 2025 as outlined to coordinate maintenance planning, communicate with the Town of Banff Maintenance Manager and facilitate savings through efficiencies gained.

CARRIED UNANIMOUSLY

d) Presentation of Proposed Operating (2025-27) and Capital (2025-2034) Budgets (Request for Decision)

BVRTSC24-54 Sean Krausert moves to approve the Proposed 2025– 2027 BVRTSC Operating Budget as amended.

CARRIED UNANIMOUSLY

BVRTSC24-55. Barb Pelham moves to approve the Proposed 2025 – 2034 BVRTSC Capital Budget as amended.

CARRIED UNANIMOUSLY

6. Next Regular Meeting – Wednesday October 30th 2024 2- 4pm

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

7. Adjournment

BVRTSC24-56 Dave Schebek moves to adjourn the meeting at 4:03 PM

CEO & TEAM REPORT



October 2024

Financial:

Parks Canada Banff Fuel:

Roam buses in Banff typically fuel exclusively at the Parks Canada compound. Unfortunately, the fuel pumps at Parks Canada experienced a failure 3 weeks ago that has yet to be resolved, with the impact being that Roam buses are required to fuel elsewhere. At this point, the pumps are usable between 7am and 5pm Monday to Friday, with no estimate yet available on when pumps will be fully functional for drivers to refuel in the evenings. Roam buses primarily need to fuel between 8pm and 1am, creating a significant issue.

The Banff Co-op (Husky) station is the back-up fuel option but have been running into challenges with credit limits/daily transaction limits and cards being put on hold for fraud watch because the level of transactions are out of the ordinary. To manage the situation, drivers are using our company Visa card alongside the Husky card which has resulted in many additional payments to both cards to ensure funds are available for drivers to refuel.

The situation has highlighted that the back-up fuel options currently in place are not sufficient to be used as the sole source for our operations. Currently we have a \$10,000 Husky limit and a \$16,000 Shell limit.

As the bulk rate at Parks pumps is approximately 25% less than retail, costs will be impacted significantly for October. Roam typically uses approximately \$3,000 - \$3,500 per evening for fuel.

Transit Service Updates:

- Customer Feedback:
 - *We are staying in Canmore for almost two weeks and just used your service to Banff and wanted to say how impressed we were with service, cleanliness and overall service that you provide. The local service is excellent. Just wanted to thank you for a job well done.*
- The operations team met recently with Standish Towing to work on a contract for spill cleanup. With the size of Roam's operation, challenges are now more often encountered with bus mechanical issues creating oil or antifreezes spills, both in town and on the highway. As part of Roam's Emergency Management Plan, it is our responsibility to proactively contract this kind of response support. In addition to the environmental benefit, when a spill is responded to properly, the public witnesses the effort and perception is positive instead of negative.

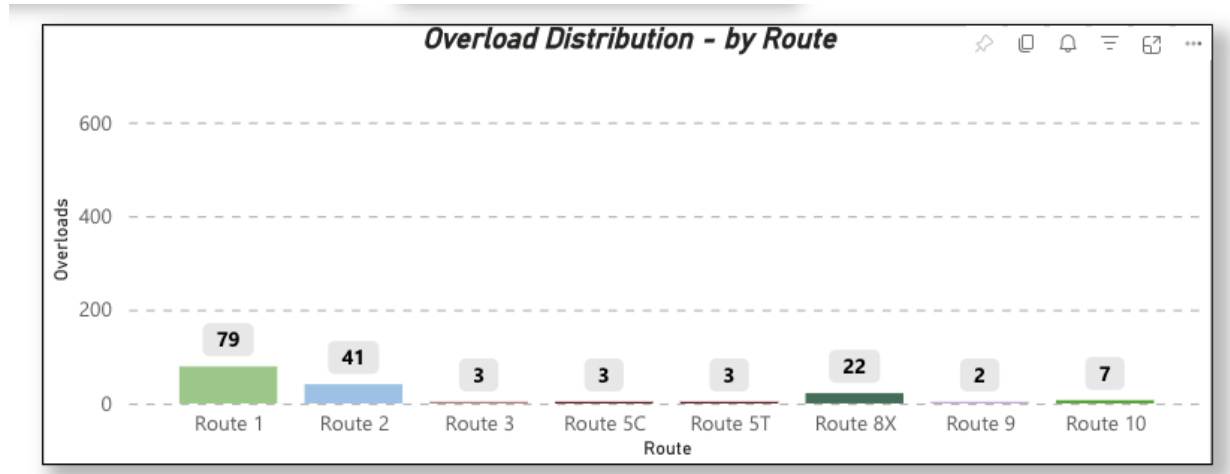
- The first of 3 MCI coaches are arriving this week, with the first bus stopping at YNOT digital on Tuesday. New to our fleet, these buses will arrive with an automatic snow chain option which will greatly benefit drivers heading out to Lake Louise this winter. The second and third bus are expected to arrive over the next few weeks.

Automatic Snow Chain System:



- Members of the operations team recently met with Town of Canmore staff, including Streets, Facilities and Contractors to ensure adequate preparation for winter at bus stops and on streets. This is an annual meeting that allows all stakeholders to be involved and on the same page with winter priorities.
- Transition from Summer to Fall Service is now complete with the last of summer services wrapping up at the end of Thanksgiving Monday. The Banff High School Transit Hub has returned to its fall/winter/spring coverage so that all routes stop/start from in front of the High School. During our busy summer months, Roam Routes 1, 2, and 4 shift south of Elk Street to the Banff High School Field bus stop, located near the Wolf Street Washrooms. The Town of Banff has removed the large pedestrian decking at the hub and Roam staff have provided positive feedback to the Town's Engineering department regarding its implementation.
- A new windshield chip repair program is starting soon to stop windshield chips before they spread into cracks and require a full windshield replacement. We are surveying buses every Monday morning as part of early morning pre-trip inspections and identifying those buses with 2 more or more repairable chips. The repairs will be completed quickly by a locally contracted service provider.

September overload chart:



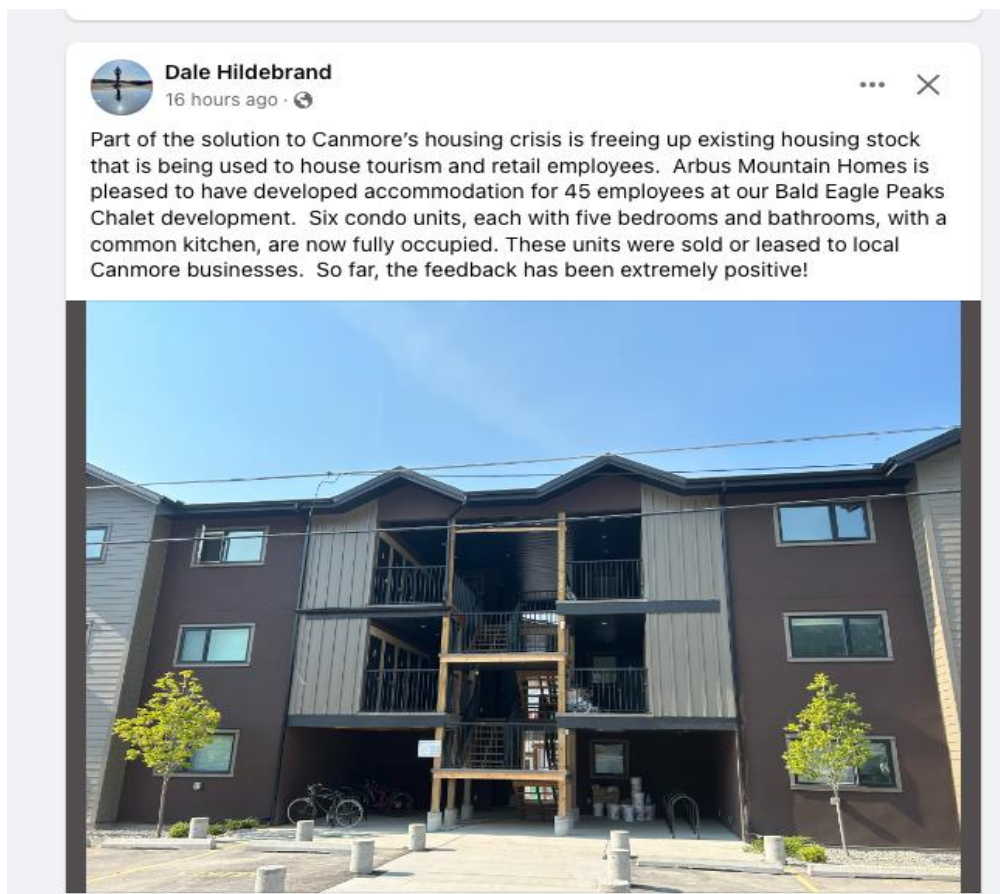
General/Health and Safety

Human Resources

As the summer season comes to a close our HR team are just wrapping up the end of season check ins for the year and administration is finalizing payment of retention bonuses for new drivers who completed the full season. Twenty-Seven end of season check ins were completed, with feedback being positive in key areas, including training, benefits, management support and workload. Retention for seasonal staff was close to 100% with all staff except two remaining from May until Thanksgiving. A small number of trainee drivers left April at the start of their training due to fit for the role.

Customer service team levels were optimal to allow for coverage and flexibility for sick and vacation time. The identical scheduling model is being used for the 2025 budget for the CS team. The driver complement was somewhat higher than needed at the beginning of the season due to shortage of buses. Further into summer, the additional hiring was required to cover sick/vacation and a couple of full-time drivers leaving for other opportunities.

Roam's Canmore Staff Accommodation:



- Notification was received this week that our landlord will not be renewing our lease for our Banff staff accommodation due to their family requiring the house. The current lease for this 4-bedroom house expires on December 31, 2024, therefore administration will be searching for replacement accommodation as it will be needed and is budgeted for 2025.
- I recently attended the Canadian Urban Transit Research and Innovation Consortium's annual conference in Burlington, ON. This conference provided an opportunity to look further into the future and understand the research that is going into lowering emissions through new technology:

"At CUTRIC's 6th annual 2024 ZETM conference, we will be diving deep into the world of transit electrification strategy, technical information on zero emissions bus (ZEB) rollouts, grid decarbonization strategy, charging infrastructure developments, hydrogen transit opportunities, energy as a service opportunities, depot infrastructure design and more.

Our annual conferences provide industry-leading content, aimed at enriching attendees' technical knowledge and equipping them with the resources to initiate or advance their zero emissions strategies."

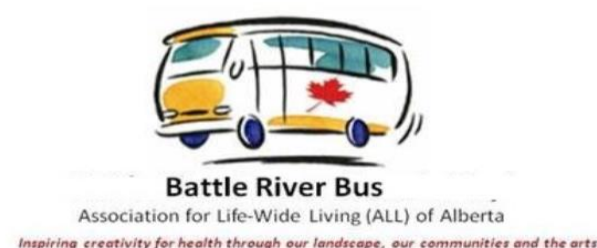
- Over the past number of years, Roam administration has supported efforts to increase access to regional transit in rural areas, including acting as a knowledge resource for a number of communities, including Jasper and Battle River. See below from AB Association for Life-Wide Living:

Many thanks to Camrose County, AREF (Alberta Real Estate Foundation), Rural Development Network, Bashaw Bus Society, ROAM BUS Banff, Battle River Railway, Edberg & District Senior Citizens Society and so many others for their early support.

After so long, we are very happy to see Camrose-Edmonton transit initiative **"on the road again!"**

With warm memories of Battle River Bus initiatives, thanks again for your help with that.

Jane



<https://www.flixbus.ca/bus/camrose>

- Interview with CUTA Small Systems Committee Chair Wade Coombs (Director of Strathcona County Transit) sheds light on some of the challenges and opportunities for small to mid-size transit agencies in the coming years:
<https://cutaactu.ca/navigating-the-future-of-transit-for-small-systems-interview-with-wade-coombs/>

Training:

- As summer operations wind down, the Roam Team is preparing for the winter season. All trainees who started in 2024 will participate in updated winter training, which has been shifted to nighttime sessions based on trainee feedback requesting more night driving experience. This training will focus on safe and efficient driving in icy and snowy conditions,

familiarize drivers with the equipment and accessories available on our buses to handle winter challenges, and discuss the resources available for drivers during the season.

- In November, we will also be hosting our Winter Senior Refresher session. This bi-annual event, which we introduced in April, provides an opportunity for us to update all drivers on operations, offer additional and refresher training, and introduce new policies and procedures. The first session was well-received, resulting in several operational improvements based on driver feedback. It's a valuable way for us to connect with drivers and address any concerns they may have. During the November refresher, the new MCI buses and their automated chain system will be introduced.
- Prior to year end, the training team will explore transitioning to a paperless system for tracking trainee progress while ensuring information security. The Training Team is currently evaluating training apps recommended by other transit agencies.

Safety:

- Roam's quarterly Health and Safety Training is scheduled for October 24th. This session will address issues encountered during the busy summer season and focus on preparing for the winter months.
- October is also when we conduct our fire extinguisher inspections. Half of our buses are due for inspection at the end of October, with the remaining half scheduled for the spring. Splitting these inspections helps streamline operations. Additionally, our team is making sure all buses are fully equipped and winter ready.
- Caz Vary, Manager of Safety and Training, will be attending the Disaster Forum exercise hosted by the Town of Banff. These exercises highlight the critical role transit plays in emergency scenarios and always push us to enhance our emergency procedures.

Customer Experience:

- The summer season was a huge success thanks to our wonderful full-time and summer seasonal Customer Experience Team, celebrated with a season end event in October:



- Moving in to winter our year-round full and part time team—Natasha, Hazell, Janice, Hershey, and Ron—are now primarily based at the Banff Visitor Centre, assisting customers with enquiries, tickets, and local pass reloads.
- Administration will also be reflecting on lessons learned from our team's in-person interactions and online summer surveys, with a focus on finding creative ways to enhance the customer experience for the 2025 summer season.

Marketing Highlight:

Upcoming Initiative: Hidden Disabilities Sunflower Program

- We're excited to announce our upcoming participation in the Hidden Disabilities Sunflower Initiative in partnership with Bow Valley Connections Centre. This program offers a simple, voluntary way for individuals to discreetly signal that they have a hidden disability and may need extra time, assistance, or understanding in public spaces, including on transit. Our drivers and Customer Service Team will receive training to ensure they provide the best support for those involved.

Bow Valley *R*egional Transit Services Commission



BRING FORWARD LIST

BRING FORWARD LIST OF ITEMS PENDING (as of October, 2024)

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. 2024	Martin/Steve	Study is currently being completed by Dillon Consulting and will be presented at the December 11th Board Meeting
BVRTSC24-51 Tanya Foubert moves that the Commission move to authorize administration to replace the current Automatic Passenger Counter system in 2025 as an extension of our current real time bus location provider's service. CARRIED UNANIMOUSLY	Sept. 11, 2024	Q2 2025	Steve	
BVRTSC24-53 Barb Pelham moves that the Commission approve the hiring of a new full time Maintenance Program Manager for 2025 as outlined to coordinate maintenance planning, communicate with the Town of Banff Maintenance Manager and facilitate savings through efficiencies gained. CARRIED UNANIMOUSLY	Sept. 11, 2024	Q1 2024	Martin	

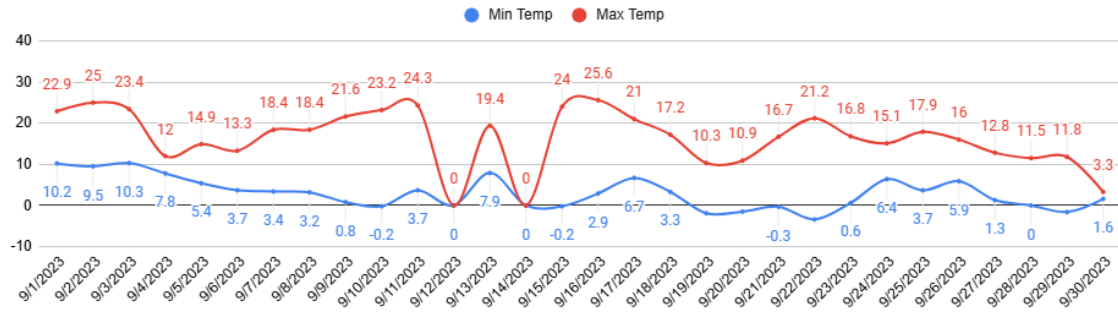
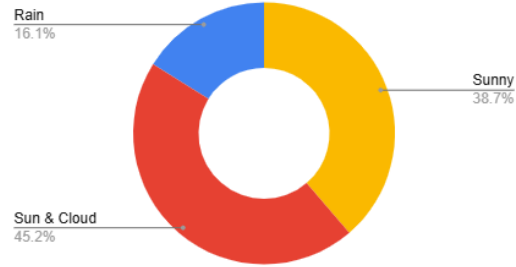
Bow Valley Regional Transit Services Commission Ridership Statistics



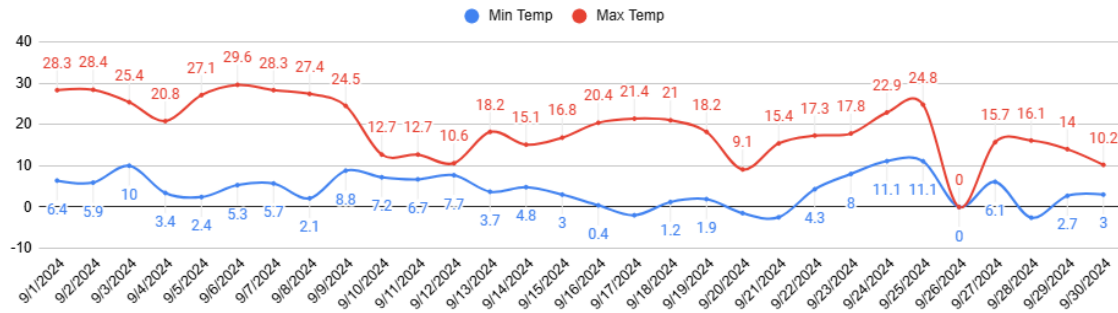
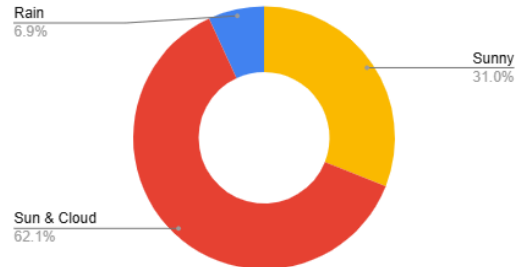
Month	Type	Banff Local	Canmore Local	Canmore-Banff Regional	Lake Louise - Banff Regional
September 2024	Ridership	179,700	30,206	28,941	28,666
	Bikes	588	1,095	1,346	100
	Winter Sports	0	34	0	0
	Strollers	282	199	69	46
	Mobility Devices	32	17	3	1

Route	Monthly Ridership Change 2023 - 2024	Comment
Route 1	2.82%	Change from September 2023 to September 2024
Route 2	2.19%	Change from September 2023 to September 2024
Route 3	1.43%	Change from September 2023 to September 2024
Route 4	-33.91%	Change from September 2023 to September 2024
Route 5	16.73%	Change from September 2023 to September 2024
Route 6	-46.64%	Change from September 2023 to September 2024
Route 8X	-7.83%	Change from September 2023 to September 2024
Route 9	11.98%	Change from September 2023 to September 2024

Weather Conditions September 2023



Weather Conditions September 2024



10/21/2024

Month	Route 1 (Inns of Banff/ Gondola)							Route 2 (Tunnel Mtn / Banff Springs Hotel)							Route 4 Cave & Basin							Banff Local (Route 1, 2 & 4)						
	R1 2021	R1 2022	R1 2023	R1 2023 YTD	R1 2024 YTD	% Change - 23	% Change - 22	R2 2021	R2 2022	R2 2023	R2 2023 YTD	R2 2024 YTD	% Change - 23	% Change - 22	R4 2021	R4 2022	R4 2023	R4 2023 YTD	R4 2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22
January	4,761	16,080	40,636	40,636	41,644	2.48%	158.98%	4,703	16,870	49,989	49,989	52,117	4.26%	208.93%								9,464	32,950	90,625	90,625	93,761	3.46%	184.56%
February	6,370	19,661	40,833	40,833	46,080	12.85%	134.37%	5,903	21,518	47,270	47,270	51,430	8.80%	139.01%								12,273	41,179	88,103	88,103	97,510	10.68%	136.80%
March	8,668	21,722	47,979	47,979	52,307	9.02%	140.80%	7,734	24,785	53,488	53,488	60,558	13.22%	144.33%								16,402	46,507	101,467	101,467	112,865	11.23%	142.68%
April	6,709	20,918	41,098	41,098	44,341	7.89%	111.98%	5,643	20,192	44,739	44,739	45,853	2.49%	127.08%								12,352	41,110	85,837	85,837	90,194	5.08%	119.40%
May	5,901	37,615	67,740	67,740	72,973	7.73%	94.00%	5,008	27,452	55,890	55,890	60,403	8.07%	120.03%	60	1,153	1,904	1,904	1,740	-8.61%	50.91%	10,969	66,220	125,534	125,534	135,116	7.63%	104.04%
June	13,551	65,375	103,499	103,499	107,404	3.77%	64.29%	11,196	50,118	76,511	76,511	81,019	5.89%	61.66%	535	4,698	6,689	6,689	5,116	-23.52%	8.90%	25,282	120,191	186,699	186,699	193,539	3.66%	61.03%
July	31,554	100,148	125,827	125,827	121,640	-3.33%	21.46%	31,179	67,979	93,346	93,346	92,431	-0.98%	35.97%	2,753	7,321	7,647	7,647	6,131	-19.82%	-16.25%	65,486	175,448	226,820	226,820	220,202	-2.92%	25.51%
August	43,151	93,303	122,140	122,140	120,506	-1.34%	29.16%	34,735	68,183	91,695	91,695	88,241	-3.77%	29.42%	3,438	6,392	7,191	7,191	5,945	-17.33%	-6.99%	81,324	167,878	221,026	221,026	214,692	-2.87%	27.89%
September	28,975	61,567	88,508	88,508	91,008	2.82%	47.82%	22,068	53,950	75,616	75,616	77,274	2.19%	43.23%	1,709	4,842	4,842	4,842	3,200	-33.91%	-33.91%	52,752	120,359	168,966	168,966	171,482	1.49%	42.48%
October	16,333	37,893	52,404	37,468	38,556	2.90%		12,439	32,911	46,459	32,617	34,726	6.47%			396						28,772	71,200	98,863	70,085	73,282	4.56%	
November	15,151	30,751	33,628	0	0	0.00%		13,693	36,146	43,420	0	0	0.00%									28,844	66,897	77,048	0	0	0.00%	
December	18,948	45,460	49,418	0	0	0.00%		16,819	50,744	54,587	0	0	0.00%									35,767	96,204	104,005	0	0	0.00%	
YTD	200,072	550,493	813,710	715,728	736,459	2.90%	33.78%	171,120	470,848	733,010	621,161	644,052	3.69%	36.79%	8,495	24,802	28,273	28,273	22,132	-21.72%	-10.77%	379,687	1,046,143	1,574,993	1,365,162	1,402,643	2.75%	34.08%

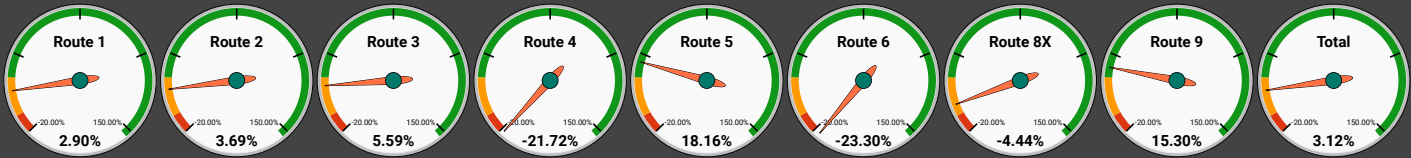
Month	Route 3 (Canmore-Banff Regional)							Route 5 Canmore							Route 6 Minnewanka							Roam Total Ridership						
	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22
January	5,499	10,642	23,255	23,255	25,792	10.91%	142.36%	6,204	9,224	22,810	22,810	30,744	34.78%	233.30%								22,284	56,530	147,062	147,062	162,228	10.31%	186.98%
February	5,781	10,492	21,303	21,303	25,415	19.30%	142.23%	6,700	9,789	22,119	22,119	29,174	31.90%	198.03%								25,771	65,499	141,874	141,874	163,675	15.37%	149.89%
March	7,951	12,770	23,824	23,824	27,059	13.58%	111.90%	8,650	12,208	25,116	25,116	30,530	21.56%	150.08%								34,441	75,790	161,319	161,319	182,041	12.85%	140.19%
April	5,507	12,028	23,622	23,622	26,296	11.32%	118.62%	7,360	10,924	23,308	23,308	28,976	24.32%	165.25%								26,365	68,215	143,794	143,794	156,333	8.72%	129.18%
May	6,850	15,148	26,946	26,946	28,087	4.23%	85.42%	6,760	13,066	27,143	27,143	32,036	18.03%	145.19%	559	2,783	5,879	5,879	4,647	-20.96%	66.98%	27,604	106,822	206,716	206,716	223,226	7.99%	108.97%
June	9,321	19,058	30,304	30,304	30,702	1.31%	61.10%	8,250	16,015	28,039	28,039	30,963	10.43%	93.34%	2,857	12,662	18,255	18,255	14,003	-23.29%	10.59%	54,438	190,769	308,030	308,030	314,985	2.26%	65.11%
July	12,330	22,015	31,836	31,836	32,104	0.84%	45.83%	7,581	16,715	28,691	28,691	30,700	7.00%	83.67%	6,367	20,639	25,806	25,806	21,451	-16.88%	3.93%	107,890	271,789	371,077	371,077	357,132	-3.76%	31.40%
August	12,610	19,854	32,667	32,667	32,717	0.15%	64.79%	8,345	17,070	27,658	27,658	30,390	9.88%	78.03%	8,396	19,238	26,074	26,074	22,501	-13.70%	16.96%	132,189	253,615	366,644	366,644	351,975	-4.00%	38.78%
September	11,365	17,364	28,533	28,533	28,941	1.43%	66.67%	8,621	17,127	25,056	25,056	29,249	16.73%	70.78%	3,303	10,182	15,400	15,400	8,218	-46.64%	-19.29%	88,472	187,534	284,961	284,961	285,180	0.08%	52.07%
October	11,258	17,605	28,139	18,384	18,122	-1.42%		9,215	16,802	26,233	16,766	18,751	11.84%			530	921	921				54,346	118,488	179,071	126,078	131,242	4.10%	
November	10,446	17,797	27,903	0	0	0.00%		9,685	19,956	26,722	0	0	0.00%									51,773	110,983	142,511	0	0	0.00%	
December	10,599	19,213	31,157	0	0	0.00%		8,870	21,194	28,482	0	0	0.00%									59,209	146,145	179,224	0	0	0.00%	
YTD	109,517	193,986	329,489	260,674	275,235	5.59%	41.88%	96,241	180,090	311,377	246,706	291,513	18.16%	61.87%	21,482	66,034	92,335	92,335	70,820	-23.30%	7.25%	684,782	1,652,179	2,632,283	2,257,555	2,328,017	3.12%	40.91%

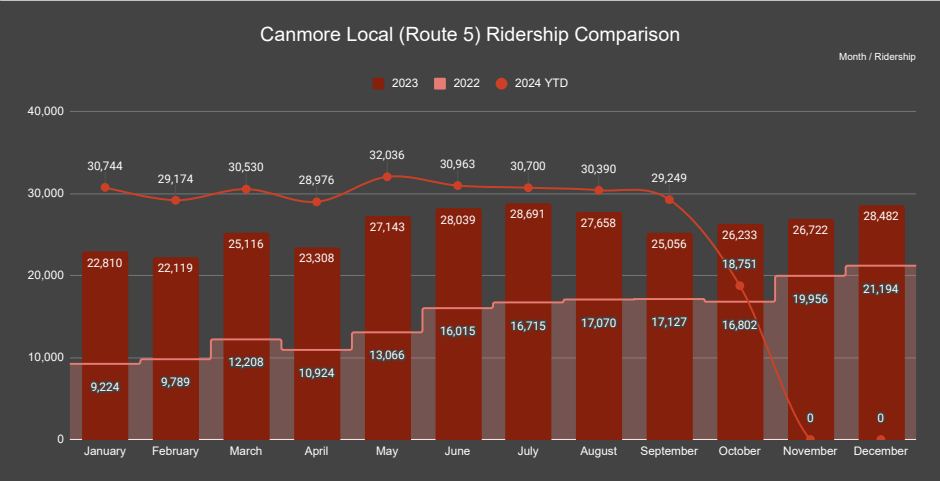
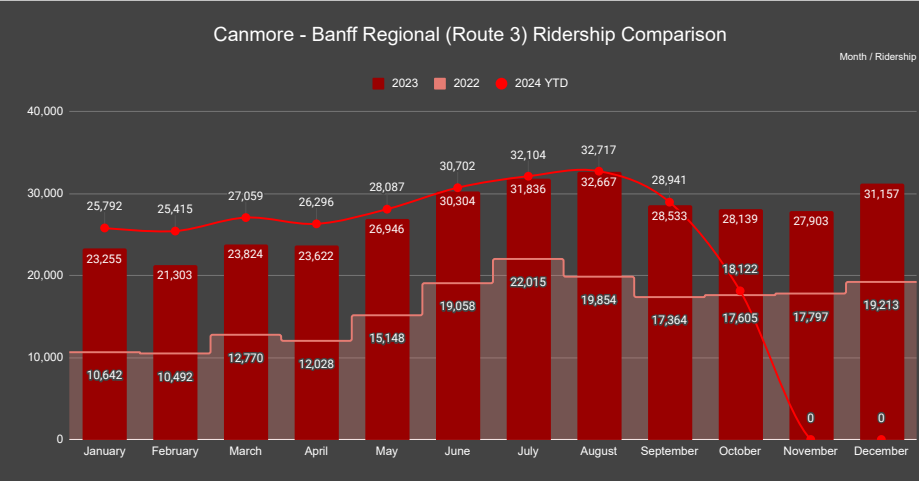
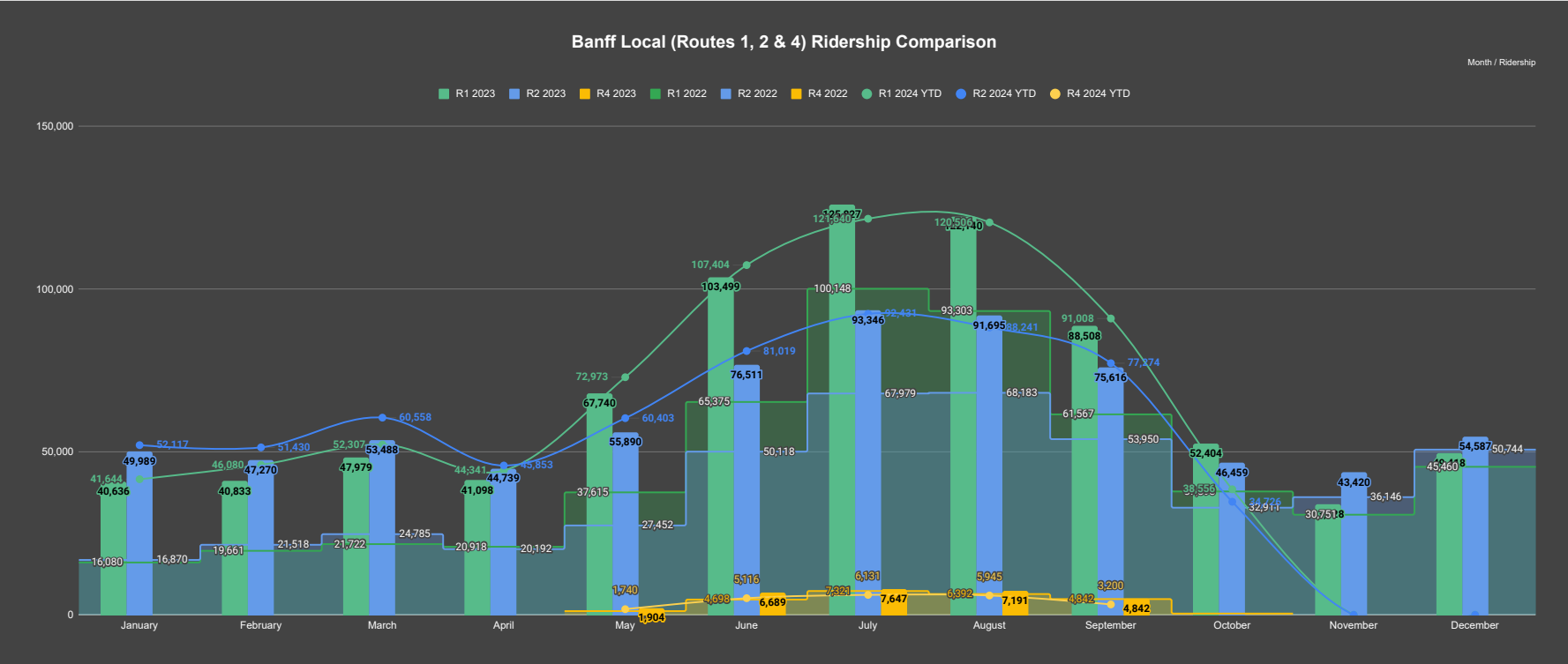
Month	Route 8X (Express Lake Louise - Banff Regional)							Route 8S (Scenic Lake Louise - Banff Regional)							Route 9 (Johnston Canyon)							Route 10 (Moraine Lake)						
	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22
January	1,117	3,714	9,788	9,788	11,227	14.70%	202.29%											584	584	704	20.55%							
February	1,017	4,039	9,363	9,363	10,714	14.43%	165.26%											986	986	862	-12.58%							
March	1,438	4,305	10,205	10,205	10,694	4.79%	148.41%											707	707	893	26.31%							
April	1,146	4,153	10,013	10,013	10,196	1.83%	145.51%											1,014	1,014	671	-33.83%							
May	1,516	8,422	17,400	17,400	19,167	10.16%	127.58%	97							853	1,183	2,602	2,602	2,738	5.23%	131.45%							
June	3,454	18,115	34,555	34,555	33,350	-3.49%	84.10%	862							4,412	4,728	6,185	6,185	7,265	17.46%	53.66%							
July	10,637	28,200	41,826	41,826	36,750	-12.14%	30.32%	1,313	2,183	2,755	2,755	0	-100.00%	-100.00%	4,176	6,589	7,409	7,409	8,719	17.68%	32.33%							
August	15,688	22,575	43,140	43,140	37,346	-13.43%	65.43%	2,000	1,640	2,974	2,974	0	-100.00%	-100.00%	3,826	5,360	6,897	6,897	8,413	21.98%	56.96%							
September	8,728	16,059	31,100	31,100	28,666	-7.83%	78.50%	757							1,448	2,908	5,776	5,776	6,468	11.98%	122.42%	1,498	3,535	6,556	6,556	9,485	44.68%	168.32%
October	3,709	8,061	17,351	12,724	12,239	-3.81%									419	897	1,884	1,518	2,097	38.10%		973	3,393	4,827	4,827	6,751	39.86%	
November	2,798	6,021	10,248	0	0	0.00%										312	590	0	0	0.00%					0	0		
December	3,973	9,248	14,463	0	0	0.00%										286	1,117	0	0	0.00%					0	0		
YTD	55,221	132,912	249,452	220,114	210,349	-4.44%	58.26%	5,029	3,823	5,729	5,729	0	-100.00%	-100.00%	15,134	22,263	35,751	33,678	38,830	15.30%	74.41%	2,471	6,928	11,383	11,383	16,236	42.63%	134.35%

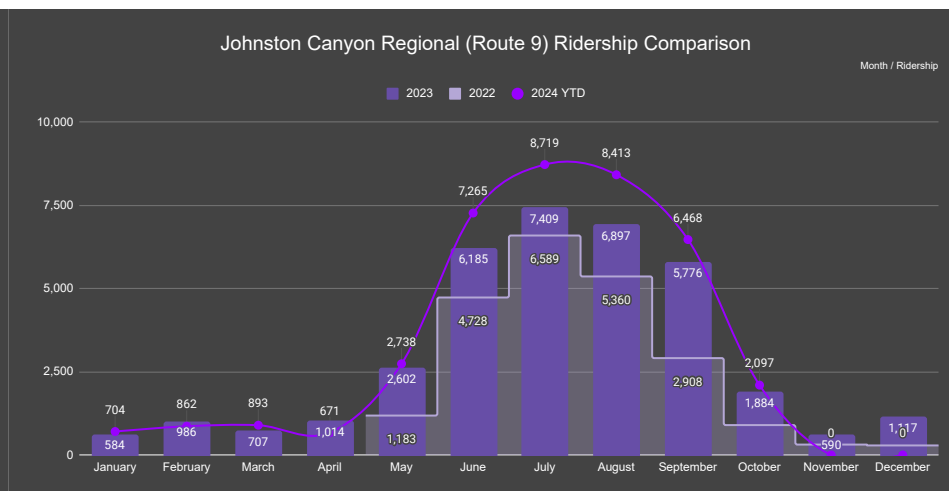
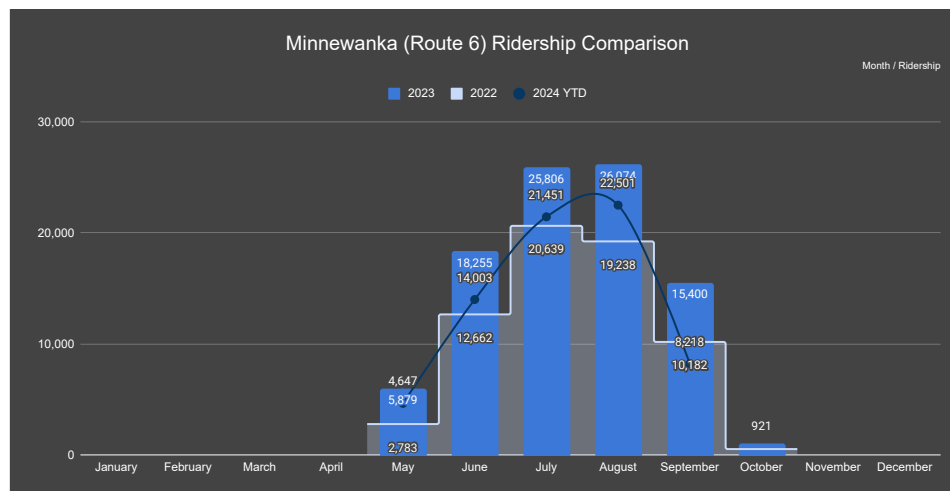
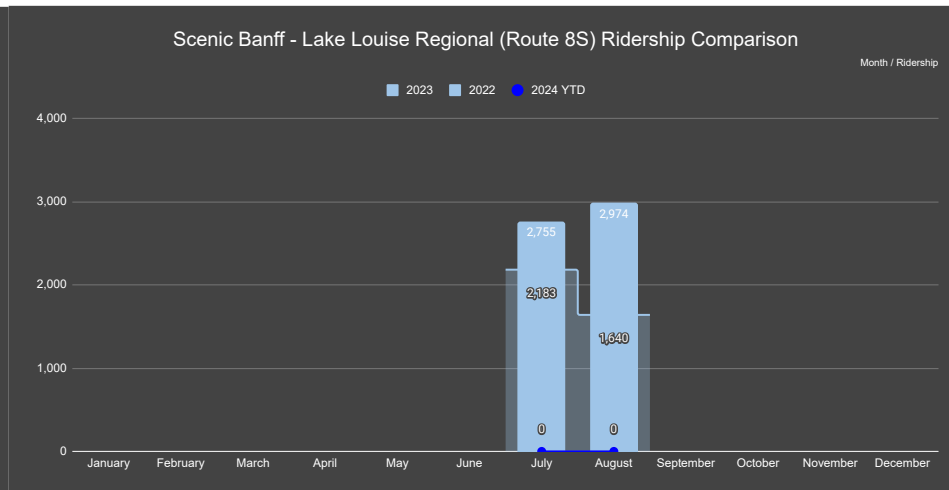
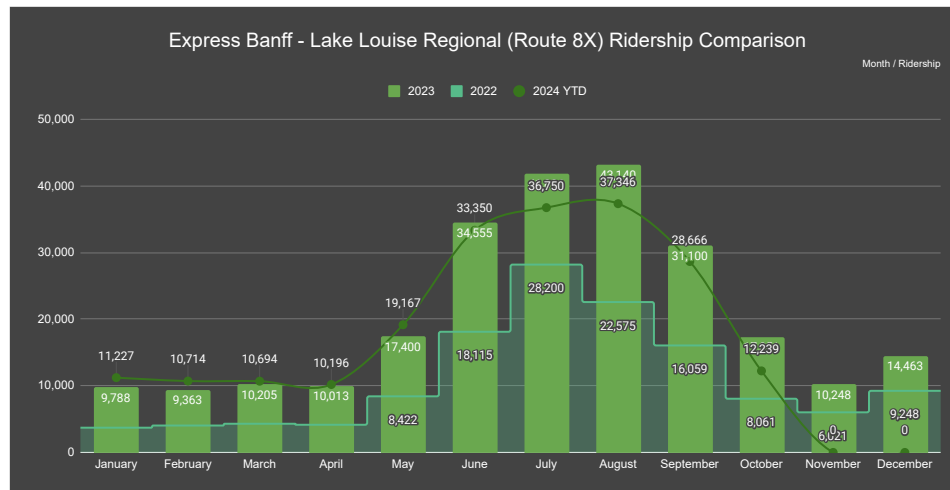
	On-It (Calgary Regional) - Banff							On-It (Calgary Regional) - Lake Louise							On-It (Calgary Regional) - Moraine Lake							Route 11 (Lake Louise Local)								
Month	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22		
January					363																									
February					753																									
March					830																									
April																														
May		1,759	1,759	2,792	2,792	2,401	-14.00%	36.50%																	1,212	1,212	1,435	18.40%		
June		930	3,840	6,815	6,815	6,410	-5.94%	66.93%					713												3,993	3,993	5,163	29.30%		
July		2,607	7,654	10,031	10,031	6,231	-37.88%	-18.59%					1,113												5,934	5,934	7,206	21.44%		
August		3,623	6,531	10,389	10,389	8,278	-20.32%	26.75%					1,290												6,208	6,208	5,916	-4.70%		
September		2,272	5,019	10,329	10,329	5,627	-45.52%	12.11%					199												3,574	3,574	2,671	-25.27%		
October				2,389	2,389	2,224	-6.91%						0												853	853	0	-100.00%		
November																														
December																														
YTD		11,191	24,803	42,745	42,745	33,117	-22.52%	33.52%		0	0	0	0	3,315	0.00%	0.00%								0	0	21,774	21,774	22,391	2.83%	0.00%

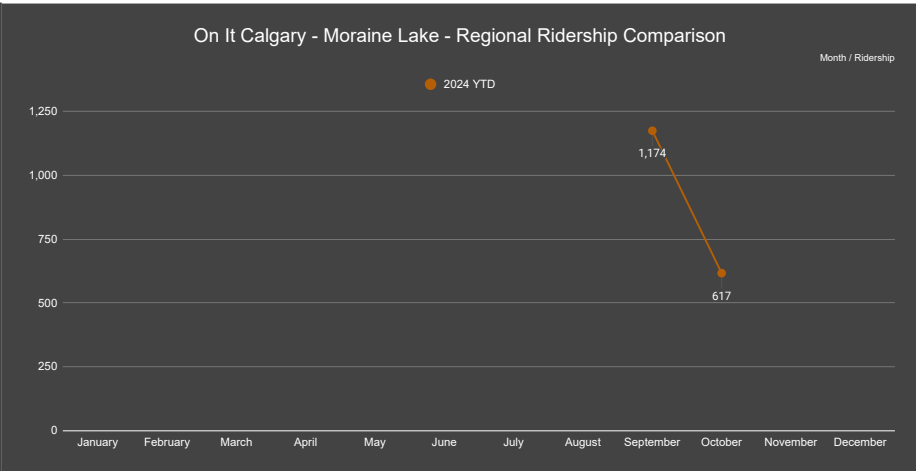
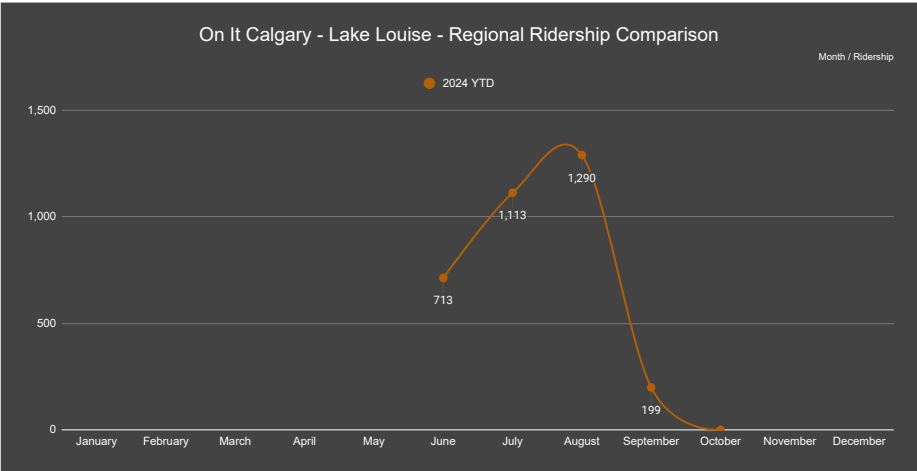
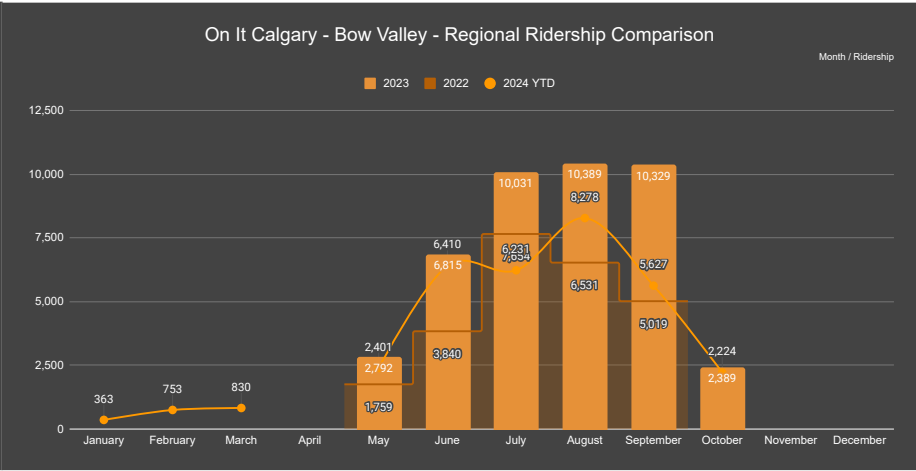
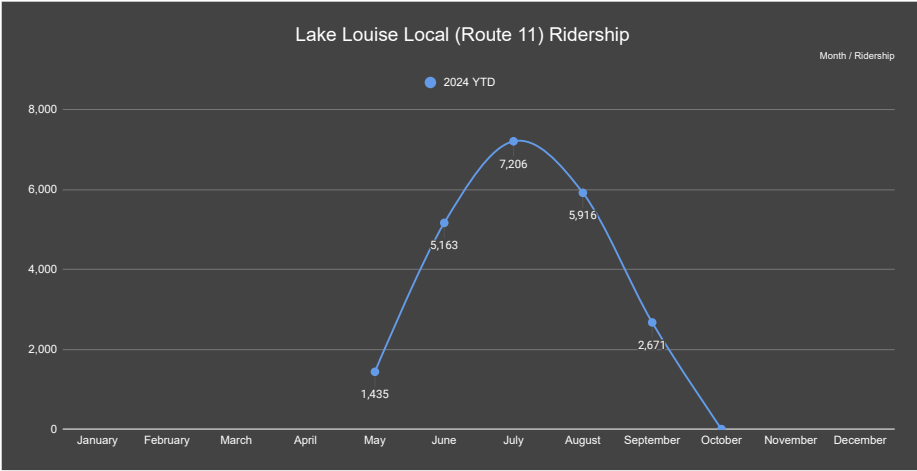
	Route 5C (Cougar Creek)							Route 5T (Three Sisters)							Route 12 (Grassi Lakes)						
Month	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22	2021	2022	2023	2023 YTD	2024 YTD	% Change - 23	% Change - 22
January					19,797							10,947									
February					17,830							11,344									
March					18,442							12,088									
April					17,958							11,018									
May					18,563							13,473									
June					17,076							13,887									
July					17,115							13,585									
August			15,005	15,005	17,674	17.79%				12,653	12,653	13,272	4.89%								
September			14,113	14,113	16,643	17.93%				10,943	10,943	12,606	15.20%								
October			15,771	9,721	11,175	14.96%				10,462	7,045	7,576	7.54%								
November			16,468	0	0	0.00%				11,318	0	0	0.00%								
December			17,333	0	0	0.00%				11,149	0	0	0.00%								
YTD	0	0	78,690	38,839	172,273	343.56%	0.00%	0	0	56,525	30,641	119,796	290.97%	0.00%	0	0	0	0	7,927	0.00%	0.00%

Year to Date % Ridership Change - Comparing 2024 to 2023









Bow Valley *R*egional Transit Services Commission



NEW BUSINESS

Bow Valley Regional Transit Services Commission



Credit Card Limit Increases

Administration is proposing a motion to confirm a permanent credit increase in the limit for the CEO's credit card from \$15,000 to \$25,000.

This increase has been implemented already with signatures from the Board Chair and CEO and became necessary to assist with the current Parks compound fueling situation. The pre-existing limit of \$15,000 was insufficient to handle the volume of fuel transactions per day. Overall global credit limit for RBC credit cards will now be \$45,000 for all business credit cards combined, increased from \$35,000.

Suggested Motion:

The BVRTSC Board moves to approve a company credit card limit increase for Martin Bean from \$15,000 to \$25,000.

Administration is planning to switch from the current RBC Business Avion Credit Cards to the RBC Commercial Credit Card. This card will allow for more flexibility as the Administrator can move limits between corporate cards as required, without increasing the total exposure.

Administration requires a temporary RBC global credit increase from \$45,000 to \$90,000 for up to 180 days during the switch of cards to allow for the new cards to be issued prior to canceling the old cards. After the switchover and onboarding of the new program the credit limit will decrease back to the \$45,000 global limit.

Suggested Motion:

The BVRTSC Board moves to approve a temporary RBC global credit limit increase from \$45,000 to \$90,000 to allow for the switch over to the RBC Commercial Credit Card Program.

Bow Valley *Regional* Transit Services Commission



Proposed Operating and Capital Budgets

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

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

Proposed budget
Summary of Requisitions - 2025-2027

	2025	2026	2027
Banff	Proposed Budget		
Operating	\$ 3,599,069	\$ 3,995,218	\$ 4,110,933
Capital	\$ 1,049,805	\$ 1,379,300	\$ 1,399,400
	<u>\$ 4,648,874</u>	<u>\$ 5,374,518</u>	<u>\$ 5,510,333</u>

	2025	2026	2027
Canmore	Proposed Budget		
Operating	\$ 2,631,563	\$ 2,717,930	\$ 2,798,192
Capital	\$ 457,862	\$ 528,000	\$ 535,500
	<u>\$ 3,089,425</u>	<u>\$ 3,245,930</u>	<u>\$ 3,333,692</u>

	2025	2026	2027
ID9	Proposed Budget		
Operating	\$ 920,824	\$ 942,600	\$ 959,106
Capital	\$ 181,094	\$ 159,925	\$ 161,990
	<u>\$ 1,101,919</u>	<u>\$ 1,102,525</u>	<u>\$ 1,121,096</u>

	2025	2026	2027
Parks Canada*	Proposed Budget		
Operating	\$ 2,549,973	\$ 2,629,467	\$ 2,696,995
Capital	\$ 32,505		
	<u>\$ 2,582,478</u>	<u>\$ 2,629,467</u>	<u>\$ 2,696,995</u>

*includes contributions to Rt1, Rt2, Rt 4, Rt 6, Rt 8S, Rt 8X, Rt 9, Rt 10

	2025	2026	2027
Alberta Parks	Proposed Budget		
Operating	\$ 109,696	\$ 112,313	\$ 114,931
	<u>\$ 109,696</u>	<u>\$ 112,313</u>	<u>\$ 114,931</u>

Operating requisitions 2025 to 2027

	2025	2026	2027
Town of Banff:	Proposed budget		
Banff Local - Route 1	\$ 1,541,695	\$ 1,590,885	\$ 1,638,612
Banff Local - Route 2	\$ 1,315,060	\$ 1,635,478	\$ 1,682,291
CB Regional (1/2)	\$ 456,912	\$ 472,078	\$ 486,241
Administrative (1/3)	\$ 222,403	\$ 233,776	\$ 240,790
On-it	\$ 63,000	\$ 63,000	\$ 63,000
	\$ 3,599,069	\$ 3,995,218	\$ 4,110,933
Town of Canmore	2025	2026	2027
	Proposed budget		
Canmore Local - Route 5	\$ 1,825,053	\$ 1,882,262	\$ 1,938,731
Grassi Lakes - Route 12	\$ 109,696	\$ 112,313	\$ 114,931
CB Regional (1/2)	\$ 456,912	\$ 472,078	\$ 486,241
Administrative (1/3)	\$ 222,403	\$ 233,776	\$ 240,790
On-it	\$ 17,500	\$ 17,500	\$ 17,500
	\$ 2,631,563	\$ 2,717,930	\$ 2,798,192
Improvement District No. 9	2025	2026	2027
	Proposed budget		
Administrative (1/3)	\$ 222,403	\$ 233,776	\$ 240,790
LLB Regional - Winter	\$ 244,462	\$ 251,361	\$ 257,031
LLB Regional - Rt 8S/8X/9	\$ 330,000	\$ 330,000	\$ 330,000
LL Local - Rt 11	\$ 123,959	\$ 127,463	\$ 131,286
	\$ 920,824	\$ 942,600	\$ 959,106
Parks Canada	2025	2026	2027
	Proposed budget		
Banff Local - Route 1	\$ 27,367	\$ 28,188	\$ 29,034
Banff Local - Route 2	\$ 63,094	\$ 64,987	\$ 66,936
Cave & Basin - Rt 4	\$ 307,707	\$ 316,456	\$ 324,448
Lake Minnewanka - Rt 6	\$ 862,373	\$ 881,580	\$ 898,934
LLB Regional - Rt 8 winter extra bus	\$ 217,145	\$ 223,659	\$ 230,369
LLB Regional - Rt 8S	\$ 52,365	\$ 53,693	\$ 54,923
LLB Regional - Rt 8X*	\$ 395,699	\$ 407,792	\$ 417,649
JCB Regional - Rt 9	\$ 248,902	\$ 256,952	\$ 264,363
Adjustment for over \$330K maximum for LL summer routes			
**	\$ 134,645	\$ 148,957	\$ 161,291
Moraine Lake - Rt 10	\$ 86,174	\$ 88,068	\$ 89,912
On-it	\$ 154,500	\$ 159,135	\$ 159,135
	\$ 2,549,973	\$ 2,629,467	\$ 2,696,995

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

ALL ROUTES				
	2025	2026	2027	
	Proposed Budget	Proposed Budget	Proposed 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	\$ 4,450,606	\$ 4,580,447	\$ 4,720,113	
TOTAL INCOME BEFORE REQUISITIONS	\$ 5,332,275	\$ 5,488,566	\$ 5,655,476	
Recoveries - Operating (non-members)				
4500 Recoveries - Operating (non-memb)	\$ 2,659,669	\$ 2,592,824	\$ 2,650,635	
Total Recoveries - Operating (non-members)	\$ 2,659,669	\$ 2,592,824	\$ 2,650,635	
Requisitions - Operating				
4420-1 Operating Requisition - TOB	\$ 3,599,069	\$ 3,995,218	\$ 4,110,933	
4420-2 Operating Requisition - TOC	\$ 2,631,563	\$ 2,717,930	\$ 2,798,192	
4420-5 Operating Requisition - ID9	\$ 920,824	\$ 1,091,557	\$ 1,120,397	
Total Requisitions - Operating	\$ 7,151,457	\$ 7,804,704	\$ 8,029,522	
TOTAL INCOME	\$ 15,143,400	\$ 15,886,095	\$ 16,335,633	
EXPENSES				
Advertising & Marketing Expenses				
5700 Advertising and Marketing	\$ 104,906	\$ 108,053	\$ 111,296	
5715 Commission	\$ 1,887	\$ 1,944	\$ 2,002	
Total Advertising & Marketing Expenses	\$ 106,793	\$ 109,997	\$ 113,298	
Contracted Services / Professional Fees				
5200 Cleaning contract	\$ 18,500	\$ 19,055	\$ 19,625	
5364 Brinks service fees	\$ 6,830	\$ 7,035	\$ 7,244	
5611 Accounting Fees	\$ 15,805	\$ 16,280	\$ 16,767	
5612 Payroll service fee	\$ 8,245	\$ 8,493	\$ 8,747	
5615 Legal Fees	\$ 6,582	\$ 6,780	\$ 6,984	
5623 Security Fee	\$ 16,860	\$ 17,366	\$ 17,886	
5624 IT Support	\$ 48,137	\$ 49,581	\$ 51,068	
Contract Work - contract buses	\$ 232,000	\$ 236,995	\$ 237,366	
5629 Contract Work - consultants	\$ 62,000	\$ 63,860	\$ 65,776	
Total Contracted Services / Professional Fees	\$ 414,960	\$ 425,444	\$ 431,463	
Fuel Expense				
5270 Fuel	\$ 954,247	\$ 982,875	\$ 1,012,360	
5271 Electric bus charging	\$ 59,667	\$ 61,457	\$ 63,301	
Total Fuel Expense	\$ 1,013,915	\$ 1,044,332	\$ 1,075,661	
General Operating Expenses				
5350 Bank charges - TVM & Reservations	\$ -	\$ -	\$ -	
5351 Office Supplies	\$ 15,157	\$ 15,612	\$ 16,081	
5352 Bank Service Charges	\$ 91,412	\$ 94,154	\$ 96,978	
5353 Janitorial Supplies & Services	\$ 2,746	\$ 2,829	\$ 2,913	
5354 Postage and Office Delivery	\$ 3,245	\$ 3,342	\$ 3,443	
5357 Cell Phone	\$ 26,109	\$ 26,892	\$ 27,700	
5358 Office Phone/internet	\$ 13,723	\$ 14,135	\$ 14,559	
5359 Board meeting expense	\$ 1,493	\$ 1,538	\$ 1,584	
5626 Office Rent	\$ 59,350	\$ 61,131	\$ 62,965	
5627 Copier	\$ 7,020	\$ 7,231	\$ 7,449	
5630 Utilities	\$ 7,500	\$ 7,725	\$ 7,957	
Total General Operating Expenses	\$ 227,756	\$ 234,589	\$ 241,629	

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

ALL ROUTES					
	2025		2026		2027
	Proposed Budget		Proposed Budget		Proposed Budget
Infrastructure Maintenance					
5430 Parks Canada Land Rent	\$	597	\$	614	\$ 633
5632 Infrastructure Maintenance Expense	\$	95,782	\$	98,655	\$ 101,615
Total Infrastructure Maintenance	\$	96,378	\$	99,270	\$ 102,248
Insurance Expense					
5310 General Liability Insurance	\$	22,846	\$	23,531	\$ 24,237
5320 Fleet insurance	\$	250,770	\$	258,293	\$ 266,043
Total Insurance Expense	\$	273,616	\$	281,824	\$ 290,280
Software Fees & Licences					
5362 Software and License Fees	\$	194,243	\$	200,070	\$ 206,073
5617 Website	\$	15,684	\$	16,155	\$ 16,639
5620 Smart Farebox Software	\$	6,892	\$	7,099	\$ 7,310
5622 Bus Prediction Software	\$	51,011	\$	52,541	\$ 54,119
Total Software Fees & Licences	\$	267,831	\$	275,866	\$ 284,141
Staff, Training, Travel & Meals					
5171 Conference Fees	\$	8,445	\$	8,698	\$ 8,959
5172 Meals	\$	19,198	\$	19,774	\$ 20,366
5173 Training	\$	30,521	\$	31,437	\$ 32,378
5180 Travel Expense	\$	7,322	\$	7,541	\$ 7,767
5181 Mileage	\$	9,350	\$	9,631	\$ 9,920
5225 Staff costs - Uniforms/abstract/medical	\$	41,635	\$	42,884	\$ 44,172
5226 Recruitment	\$	22,607	\$	23,285	\$ 23,983
5227 Driver Training	\$	6,792	\$	6,996	\$ 7,204
5228 Staff retention/recognition	\$	28,006	\$	28,846	\$ 29,711
5229 Staff accommodation	\$	40,000	\$	41,200	\$ 42,435
5356 Memberships	\$	10,000	\$	10,300	\$ 10,609
5619 Business Hosting Expenses	\$	1,810	\$	1,865	\$ 1,921
Total Staff, Training, Travel & Meals	\$	225,687	\$	232,457	\$ 239,425
Transit storage facility					
5420 Transit storage rent	\$	472,877	\$	487,063	\$ 501,675
Total Transit storage facility	\$	472,877	\$	487,063	\$ 501,675
Vehicle Expenses					
5250 Parts	\$	1,240,622	\$	1,277,841	\$ 1,316,175
5255 Vehicle Supplies	\$	164,085	\$	169,008	\$ 174,079
5260 Maintenance Labour	\$	2,084,809	\$	2,147,353	\$ 2,211,774
5628 Bus wrap repair	\$	12,439	\$	12,812	\$ 13,196
Total Vehicle Expenses	\$	3,501,955	\$	3,607,014	\$ 3,715,224
Total Wages & Benefits - Administrative	\$	1,037,326	\$	1,104,123	\$ 1,136,796
Total Wages & Benefits - Cleaners	\$	386,788	\$	398,392	\$ 410,345
Total Wages & Benefits - Customer Support	\$	515,119	\$	530,573	\$ 546,488
Wages & Benefits - Drivers					
5221 Drivers Wages	\$	4,197,911	\$	4,323,848	\$ 4,453,563
5223 Drivers Wages - Training	\$	510,734	\$	526,056	\$ 541,838
Total Wages & Benefits - Operations	\$	1,067,620	\$	1,098,104	\$ 1,131,049
Additional operating costs NSLR	\$	-	\$	276,000	\$ 284,280
TOTAL OPERATING EXPENSES	\$	14,317,266	\$	15,054,951	\$ 15,499,403
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

2025-2034 Proposed Capital Budget

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Banff										
Opening Deferred Capital Contribution Balance	\$ 2,332,523	\$ 3,240,153	\$ 4,319,940	\$ 5,247,283	\$ 5,568,267	\$ 6,927,521	\$ 7,168,307	\$ 8,383,247	\$ 8,819,839	\$ 10,210,584
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	1,253,400	1,272,000	1,290,800	1,310,000	1,329,400
Canmore / Banff Regional Capital Replacement	67,600	68,500	69,500	70,500	71,600	72,600	73,600	74,700	75,800	76,900
Commission Capital Replacement	139,200	128,900	130,500	132,100	133,800	135,500	137,200	139,000	140,700	142,500
Total Banff Capital Requisition	971,200	1,379,300	1,399,400	1,419,700	1,440,500	1,461,500	1,482,800	1,504,500	1,526,500	1,548,800
Capital Projects										
Banff New Capital Assets	(6,678,605)	-	-	-	-	-	-	-	-	-
Banff Local Capital Replacement	(15,000)	(197,219)	(415,823)	(1,079,550)	(62,856)	(860,243)	(178,202)	(1,033,045)	(133,255)	(15,000)
Canmore / Banff Regional Capital Replacement	(38,570)	(86,987)	(46,235)	(2,500)	(8,390)	(350,471)	(48,918)	(2,500)	(2,500)	(2,500)
Commission Capital Replacement	(10,000)	(15,307)	(10,000)	(16,667)	(10,000)	(10,000)	(40,740)	(32,363)	-	(46,422)
Total Capital Projects	(6,742,175)	(299,513)	(472,058)	(1,098,716)	(81,245)	(1,220,714)	(267,860)	(1,067,909)	(135,755)	(63,922)
Closing Deferred Capital Contribution Balance	\$ 3,240,153	\$ 4,319,940	\$ 5,247,283	\$ 5,568,267	\$ 6,927,521	\$ 7,168,307	\$ 8,383,247	\$ 8,819,839	\$ 10,210,584	\$ 11,695,462

Canmore										
Opening Deferred Capital Contribution Balance	\$ 1,092,318	\$ 1,433,852	\$ 1,775,809	\$ 2,134,419	\$ 2,110,513	\$ 2,352,899	\$ 2,269,840	\$ 2,685,808	\$ 2,966,441	\$ 3,524,473
Anticipated Grant Funding	1,200,000	-	-	522,243	-	269,014	-	-	-	-
Municipal Contribution to New Assets	345,562	-	-	-	-	-	-	-	-	-
Canmore Capital Requisition										
Canmore Local Capital Replacement	205,500	330,600	335,500	340,600	345,700	350,900	356,100	361,500	366,900	372,400
Canmore / Banff Regional Capital Replacement	67,600	68,500	69,500	70,500	71,600	72,600	73,600	74,700	75,800	76,900
Commission Capital Replacement	139,200	128,900	130,500	132,100	133,800	135,500	137,200	139,000	140,700	142,500
Total Canmore Capital Requisition	412,300	528,000	535,500	543,200	551,100	559,000	566,900	575,200	583,400	591,800
Capital Projects										
Canmore New Capital Assets	(1,545,562)	-	-	-	-	-	-	-	-	-
Canmore Local Capital Replacement	(22,197)	(83,749)	(120,656)	(1,070,183)	(290,324)	(550,603)	(61,273)	(259,704)	(22,868)	-
Canmore / Banff Regional Capital Replacement	(38,570)	(86,987)	(46,235)	(2,500)	(8,390)	(350,471)	(48,918)	(2,500)	(2,500)	(2,500)
Commission Capital Replacement	(10,000)	(15,307)	(10,000)	(16,667)	(10,000)	(10,000)	(40,740)	(32,363)	-	(46,422)
Total Capital Projects	(1,616,329)	(186,043)	(176,890)	(1,089,349)	(308,713)	(911,074)	(150,931)	(294,567)	(25,368)	(48,922)
Closing Deferred Capital Contribution Balance	\$ 1,433,852	\$ 1,775,809	\$ 2,134,419	\$ 2,110,513	\$ 2,352,899	\$ 2,269,840	\$ 2,685,808	\$ 2,966,441	\$ 3,524,473	\$ 4,067,352

Bow Valley Regional Transit Services Commission

2025-2034 Proposed Capital Budget

	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
ID9										
Opening Deferred Capital Contribution Balance	\$ 870,382	\$ 1,313,931	\$ 1,797,601	\$ 2,293,728	\$ 1,571,155	\$ 1,969,702	\$ 2,163,036	\$ 2,554,017	\$ 3,065,311	\$ 3,039,349
Anticipated Grant Funding	-	-	-	-	-	-	-	-	-	-
Parks Canada Capital Contribution	32,505	-	-	-	-	-	-	-	-	-
Maintenance & Replacement Contributions	334,041	339,051	344,137	349,299	354,539	359,857	365,255	370,734	376,295	381,939
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	32,928	33,422	33,924	34,433	34,949
Commission Capital Replacement	139,200	128,900	130,500	132,100	133,800	135,500	137,200	139,000	140,700	142,500
Total ID#9 Capital Requisition	169,766	159,925	161,990	164,062	166,242	168,428	170,622	172,924	175,133	177,449
Capital Projects										
LLB New Capital Assets	(43,833)									
LLB Regional Capital Expenditures	(94,091)	-	-	(1,219,268)	(112,233)	(324,951)	(104,157)	-	(577,388)	(120,907)
Commission Capital Replacement	(10,000)	(15,307)	(10,000)	(16,667)	(10,000)	(10,000)	(40,740)	(32,363)	-	(46,422)
Total Capital Projects	(104,091)	(15,307)	(10,000)	(1,235,935)	(122,233)	(334,951)	(144,897)	(32,363)	(577,388)	(167,328)
Closing Deferred Capital Contribution Balance	\$ 1,313,931	\$ 1,797,601	\$ 2,293,728	\$ 1,571,155	\$ 1,969,702	\$ 2,163,036	\$ 2,554,017	\$ 3,065,311	\$ 3,039,349	\$ 3,431,409

ALL PARTNERS										
Opening Deferred Capital Contribution Balance	\$ 4,295,224	\$ 5,987,936	\$ 7,893,350	\$ 9,675,429	\$ 9,249,934	\$ 11,250,123	\$ 11,601,183	\$ 13,623,073	\$ 14,851,591	\$ 16,774,407
Anticipated Grant Funding	5,040,000	-	-	522,243	-	269,014	-	-	-	-
Proposed Annual Contributions	5,115,307	2,406,276	2,441,027	2,476,262	2,512,381	2,548,785	2,585,577	2,623,357	2,661,327	2,699,988
Capital Projects	(8,462,595)	(500,862)	(658,948)	(3,424,000)	(512,192)	(2,466,739)	(563,688)	(1,394,839)	(738,511)	(280,172)
Remaining Unspent End of Year	\$ 5,987,936	\$ 7,893,350	\$ 9,675,429	\$ 9,249,934	\$ 11,250,123	\$ 11,601,183	\$ 13,623,073	\$ 14,851,591	\$ 16,774,407	\$ 19,194,223

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

All Routes

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Proposed	Proposed	Proposed
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 59.15	\$ 60.86	\$ 63.74	\$ 64.57	\$ 66.54
Gross Cost per Service Hour	\$ 185.33	\$ 209.66	\$ 224.75	\$ 234.69	\$ 240.22
Direct Operating Cost per Service Hour	\$ 148.45	\$ 160.67	\$ 171.47	\$ 177.53	\$ 182.75
Overhead per Service Hour	\$ 7.79	\$ 9.82	\$ 9.95	\$ 10.26	\$ 10.57
Lease/Amortization per Service Hour	\$ 29.08	\$ 32.02	\$ 35.73	\$ 38.81	\$ 38.81
Net Cost per Service Hour (CUTA)	\$ 97.09	\$ 109.63	\$ 117.69	\$ 123.22	\$ 126.78
% 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	\$ 7.00	\$ 7.37	\$ 7.55
Ridership	2,371,664	2,394,242	2,964,527	3,071,942	3,102,662
Service Hours	78,240	78,240	81,267	82,563	82,563
Ridership per Service Hour	30	31	36	37	38

Route 1 - Banff Local Sulphur Mountain

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Proposed	Proposed	Proposed
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 48.59	\$ 49.88	\$ 48.79	\$ 50.25	\$ 51.76
Gross Cost per Service Hour	\$ 168.72	\$ 177.77	\$ 189.10	\$ 202.75	\$ 207.41
Direct Operating Cost per Service Hour	\$ 130.35	\$ 138.78	\$ 142.46	\$ 146.91	\$ 151.32
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 30.58	\$ 30.96	\$ 38.43	\$ 47.34	\$ 47.34
Net Cost per Service Hour (CUTA)	\$ 89.55	\$ 96.93	\$ 101.89	\$ 105.16	\$ 108.31
% 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	\$ 12.60	\$ 13.51	\$ 13.82
Ridership	795,525	803,480	992,099	1,002,020	1,012,040
Service Hours	15,524	15,524	16,764	16,764	16,764
Ridership per Service Hour	51	52	59	60	60

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 2 - Banff Local Tunnel Mountain

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Proposed	Proposed	Proposed
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 41.89	\$ 42.96	\$ 39.80	\$ 37.23	\$ 38.50
Gross Cost per Service Hour	\$ 172.89	\$ 182.83	\$ 193.43	\$ 207.14	\$ 211.97
Direct Operating Cost per Service Hour	\$ 129.75	\$ 139.07	\$ 142.31	\$ 152.58	\$ 157.15
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 35.35	\$ 35.73	\$ 42.91	\$ 46.06	\$ 46.06
Net Cost per Service Hour (CUTA)	\$ 95.65	\$ 104.14	\$ 110.71	\$ 123.84	\$ 127.41
% 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	\$ 15.78	\$ 16.70	\$ 17.09
Ridership	668,987	675,677	807,771	893,619	902,555
Service Hours	13,080	13,080	13,458	14,754	14,754
Ridership per Service Hour	51	52	60	61	61

Route 3 - Canmore / Banff Regional

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Proposed	Proposed	Proposed
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ 103.35	\$ 106.45	\$ 100.13	\$ 103.13	\$ 106.23
Gross Cost per Service Hour	\$ 162.46	\$ 167.18	\$ 182.04	\$ 187.24	\$ 192.41
Direct Operating Cost per Service Hour	\$ 143.07	\$ 147.17	\$ 158.69	\$ 163.64	\$ 168.55
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 11.60	\$ 11.98	\$ 15.14	\$ 15.11	\$ 15.11
Net Cost per Service Hour (CUTA)	\$ 47.52	\$ 48.75	\$ 66.77	\$ 69.00	\$ 71.07
% Cost Recovery (CUTA)	69%	69%	60%	60%	60%
Kilometers	636,759	636,759	807,650	807,650	807,650
Gross cost per KM	\$ 3.90	\$ 4.01	\$ 3.52	\$ 3.62	\$ 3.72
Ridership	289,391	292,285	369,262	372,955	376,684
Service Hours	15,281	15,281	15,604	15,604	15,604
Ridership per Service Hour	19	19	24	24	24

BOW VALLEY REGIONAL TRANSIT SERVICES COMMISSION

Route 4 - Cave & Basin

KPI	2024	2025	2025	2026	2027
		Previously			
		Approved	Proposed	Proposed	Proposed
	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	\$ 253.83	\$ 261.02	\$ 267.64
Direct Operating Cost per Service Hour	\$ 198.48	\$ 202.59	\$ 205.22	\$ 212.15	\$ 218.52
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 26.22	\$ 26.60	\$ 40.40	\$ 40.37	\$ 40.37
Net Cost per Service Hour (CUTA)	\$ 198.90	\$ 203.02	\$ 205.84	\$ 212.83	\$ 219.22
% 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	\$ 32.28	\$ 33.20	\$ 34.04
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	Proposed	Proposed	Proposed
	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	\$ 167.59	\$ 176.03	\$ 180.62
Direct Operating Cost per Service Hour	\$ 121.98	\$ 125.42	\$ 139.84	\$ 144.22	\$ 148.54
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 14.61	\$ 18.79	\$ 19.55	\$ 23.32	\$ 23.32
Net Cost per Service Hour (CUTA)	\$ 128.86	\$ 132.50	\$ 147.10	\$ 151.74	\$ 156.29
% Cost Recovery (CUTA) - N/A					
Kilometers	321,193	321,193	324,145	324,145	324,145
Gross cost per KM	\$ 5.92	\$ 6.25	\$ 6.79	\$ 7.14	\$ 7.32
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	Proposed	Proposed	Proposed
	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	\$ 309.22	\$ 316.31	\$ 322.83
Direct Operating Cost per Service Hour	\$ 192.06	\$ 196.90	\$ 202.04	\$ 208.88	\$ 215.15
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 81.89	\$ 98.26	\$ 98.96	\$ 98.93	\$ 98.93
Net Cost per Service Hour (CUTA)	\$ 175.67	\$ 180.01	\$ 187.00	\$ 193.42	\$ 199.23
% 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	\$ 12.83	\$ 13.13	\$ 13.40
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	Proposed	Proposed	Proposed
	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	\$ 203.49	\$ 209.20	\$ 214.86
Direct Operating Cost per Service Hour	\$ 155.97	\$ 160.50	\$ 174.88	\$ 180.34	\$ 185.75
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 11.17	\$ 11.56	\$ 20.39	\$ 20.36	\$ 20.36
Net Cost per Service Hour (CUTA)	\$ 63.76	\$ 65.52	\$ 66.89	\$ 69.14	\$ 71.22
% Cost Recovery (CUTA)	61%	61%	63%	63%	63%
Kilometers	321,496	321,496	354,183	354,183	354,183
Gross cost per KM	\$ 3.45	\$ 3.55	\$ 3.91	\$ 4.02	\$ 4.13
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	Proposed	Proposed	Proposed
	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	\$ 498.60	\$ 508.60	\$ 518.23
Direct Operating Cost per Service Hour	\$ 320.77	\$ 326.82	\$ 303.14	\$ 312.89	\$ 322.27
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 432.82	\$ 525.80	\$ 187.24	\$ 187.21	\$ 187.21
Net Cost per Service Hour (CUTA)	\$ 223.63	\$ 226.76	\$ 203.27	\$ 210.06	\$ 216.36
% 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	\$ 13.15	\$ 13.41	\$ 13.67
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	Proposed	Proposed	Proposed
	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	\$ 334.99	\$ 343.96	\$ 352.43
Direct Operating Cost per Service Hour	\$ 270.89	\$ 245.02	\$ 265.10	\$ 273.82	\$ 282.03
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 55.17	\$ 57.65	\$ 61.68	\$ 61.65	\$ 61.65
Net Cost per Service Hour (CUTA)	\$ 131.68	\$ 106.46	\$ 81.77	\$ 85.03	\$ 87.58
% 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	\$ 6.39	\$ 6.56	\$ 6.72
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	Proposed	Proposed	Proposed
	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	\$ 293.40	\$ 300.81	\$ 307.83
Direct Operating Cost per Service Hour	\$ 199.07	\$ 204.15	\$ 218.30	\$ 225.46	\$ 232.23
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 54.35	\$ 66.18	\$ 66.89	\$ 66.85	\$ 66.85
Net Cost per Service Hour (CUTA)	\$ 148.89	\$ 152.47	\$ 166.80	\$ 172.45	\$ 177.63
% 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	\$ 9.04	\$ 9.27	\$ 9.48
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	Proposed	Proposed	Proposed
	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	\$ -	\$ 247.55	\$ 253.83	\$ 260.11
Direct Operating Cost per Service Hour	\$ 168.66	\$ -	\$ 195.11	\$ 201.13	\$ 207.17
Overhead per Service Hour	\$ 7.79	\$ -	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 32.68	\$ -	\$ 44.23	\$ 44.20	\$ 44.20
Net Cost per Service Hour (CUTA)	\$ 78.72	\$ -	\$ 102.66	\$ 105.95	\$ 109.13
% 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	\$ 5.08	\$ 5.20	\$ 5.33
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	Proposed	Proposed	Proposed
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour		\$ 33.06	\$ 37.08	\$ 37.08	\$ 38.19
Gross Cost per Service Hour		\$ 290.74	\$ 211.93	\$ 215.50	\$ 220.48
Direct Operating Cost per Service Hour		\$ 232.65	\$ 154.36	\$ 157.67	\$ 162.40
Overhead per Service Hour		\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour		\$ 50.06	\$ 49.36	\$ 49.33	\$ 49.33
Net Cost per Service Hour (CUTA)		\$ 207.62	\$ 125.48	\$ 129.08	\$ 132.96
% Cost Recovery (CUTA)		14%	23%	22%	22%
Kilometers		12,200	15,202	15,202	15,202
Gross cost per KM		\$ 18.90	\$ 14.74	\$ 14.98	\$ 15.33
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	Proposed	Proposed	Proposed
	BUDGET	Budget	Budget	Budget	Budget
Revenue per Service Hour	\$ -	\$ -	\$ -	\$ -	\$ -
Gross Cost per Service Hour	\$ 193.90	\$ 197.83	\$ 210.08	\$ 215.10	\$ 220.12
Direct Operating Cost per Service Hour	\$ 139.60	\$ 142.91	\$ 154.27	\$ 159.04	\$ 163.81
Overhead per Service Hour	\$ 7.79	\$ 8.03	\$ 8.21	\$ 8.49	\$ 8.75
Lease/Amortization per Service Hour	\$ 46.50	\$ 46.89	\$ 47.60	\$ 47.56	\$ 47.56
Net Cost per Service Hour (CUTA)	\$ 147.40	\$ 150.94	\$ 162.48	\$ 167.53	\$ 172.56
% 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	\$ 13.76	\$ 14.09	\$ 14.42
Ridership	0	0	0	0	0
Service Hours	1,098	1,098	1,098	1,098	1,098
Ridership per Service Hour	0	0	0	0	0