

CITY OF PRINCE GEORGE
BYLAW NO. 8765

A bylaw enacted by the City of Prince George pursuant to the *British Columbia Transit Act*, authorizing an Annual Operating Agreement for Custom Transit Services for 2016 to 2017.

WHEREAS the City of Prince George has been authorized to undertake a transit function pursuant to the *British Columbia Transit Act*, and British Columbia Transit (the "Authority") has established a transit service area being an area including the whole of the City of Prince George;

AND WHEREAS the City of Prince George has entered into a Transit Service Agreement with the Authority;

AND WHEREAS the *British Columbia Transit Act* provides that where the Authority contracts for a custom transit service it shall negotiate with the Carefree Society, or its successor, and an affected municipality with a view to entering into an operating agreement respecting the provision of transit services;

NOW THEREFORE the Council of the City of Prince George, in open meeting assembled, **ENACTS AS FOLLOWS:**

1. The City of Prince George is hereby authorized to enter into an Annual Operating Agreement with the Authority and the Carefree Society for Custom Transit Services, a copy of which Agreement is attached to and forms part of this Bylaw, as Schedule "A".
2. The Mayor and Corporate Officer are hereby authorized to sign said Agreement and affix the City Seal thereto and deliver the same as acts and deeds of the City of Prince George, and do all things necessary to give effect to this Bylaw.
3. This Bylaw may be cited for all purposes as "Custom Transit Service Annual Operating Agreement Bylaw No. 8765, 2016".


READ A FIRST TIME THIS 30th DAY OF MAY, 2016.

READ A SECOND TIME THIS 30th DAY OF MAY, 2016.


READ A THIRD TIME THIS 30th DAY OF MAY, 2016.

All three readings passed by a **UNANIMOUS** decision of Members of City Council present and eligible to vote.

ADOPTED THIS 13th DAY OF JUNE, 2016.
BY A **UNANIMOUS** DECISION OF ALL MEMBERS OF CITY COUNCIL PRESENT AND ELIGIBLE TO VOTE.



MAYOR



CORPORATE OFFICER

PRINCE GEORGE

**ANNUAL OPERATING AGREEMENT
(CUSTOM/COMMUNITY)**

Among

THE CITY OF PRINCE GEORGE

BRITISH COLUMBIA TRANSIT

And

**CAREFREE SOCIETY
(as agreed to in the MOA)**

APRIL 1, 2016 TO MARCH 31, 2017

INFORMATION CONTAINED IN SCHEDULE "C" – BUDGET AND SCHEDULE "D" – PAYMENT SCHEDULE IS SUBJECT TO FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT.

CONSULT WITH BC TRANSIT PRIOR TO RELEASING INFORMATION IN THESE SCHEDULES TO INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.

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ANNUAL OPERATING AGREEMENT

BETWEEN: THE CITY OF PRINCE GEORGE
(the “Municipality”)

AND: BRITISH COLUMBIA TRANSIT
(the “Authority”)

AND: CAREFREE SOCIETY
(the “Operating Company”)

WHEREAS the Municipality and the Authority are authorized to contract for the provision of a Public Passenger Transportation System and share in the costs of providing same pursuant to the British Columbia Transit Act.

WHEREAS the Operating Company is authorized to operate, manage and maintain a Public Passenger Transportation System within the Prince George Custom Transit Service Area.

WHEREAS the parties hereto have entered into a Master Operating Agreement effective which sets out the general rights and responsibilities of the parties hereto.

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Master Agreement, the specific terms and conditions for the operation of the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants herein contained, the parties covenant and agree with each other as follows:

SECTION 1 – DEFINITION OF TERMS

- 1.1 Definitions: Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Master Agreement shall apply to this Annual Operating Agreement including:
- (a) “**Annual Operating Agreement**” shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendment negotiated and entered into by the parties subsequent hereto;
 - (b) “**Master Agreement**” shall mean the Master Operating Agreement, including any amendments made thereto;

SECTION 2 – INCORPORATION OF MASTER AGREEMENT

- 2.1 Incorporation of Master Agreement into Annual Operating Agreement: Upon execution, this Annual Operating Agreement shall be deemed integrated into the Master Agreement and thereafter the Master Agreement and the current Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the British Columbia Transit Act, as amended from time to time.
- 2.2 Amendments to Master Agreement: The parties agree to amend the Master Agreement as follows:
- (a) To remove Section 13 in its entirety and replace it with the following:

“SECTION 13 - INSURANCE

- 13.1 Insurance: The Operating Company and the Authority shall purchase and maintain in force throughout the term of this Master Agreement, insurance policies covering the perils specified herein as set out below. As evidence of insurance coverage, the Operating Company shall deposit with the Authority, copies of the insurance policies the Operating Company is required to purchase in accordance with this Master Agreement and the Annual Operating Agreement.
- 13.2 Minimum Insurance Coverage Requirements: The following insurance coverage shall be purchased and maintained throughout the term of this Master Agreement and the Annual Operating Agreement:
1. Vehicle Insurance:
 - a) The Operating Company shall purchase and maintain insurance on all vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:
 - i) Third party liability insurance of Five Million Dollars (\$5,000,000.00) per occurrence purchased from the Insurance Corporation of British Columbia.
 - b) The Authority shall purchase and maintain insurance on all revenue vehicles used by the Operating Company in the operation of the Public Passenger Transportation System under this Master Agreement as follows:
 - i) Third Party Liability insurance in excess of Five Million Dollars (\$5,000,000.00) to a minimum limit of Twenty-Five Million Dollars (\$25,000,000.00).
 2. Physical Assets Leased from the Authority :(where applicable)
 - a) The Authority shall purchase and maintain insurance on all Physical Assets leased from the Authority, pursuant to the terms of the individual lease agreements with the Operating Company and respecting said Physical Assets.
 - b) Without limiting the generality of the foregoing, such insurance shall be in the name of the Authority and shall include a waiver of subrogation against the Operating Company. The insurance shall be in accordance with the laws in force and in effect in the Province of British Columbia and Canada.
 - c) The amount of such insurance for the respective categories of Physical Assets shall be not less than as follows:
 - i) Buildings and Structures Including Leasehold Improvements. The Authority shall purchase and maintain insurance on all buildings and structures on a standard all risk form including boiler explosion, flood and earthquake where applicable, in an amount not less than the full replacement value thereof as determined by the Authority.
 - ii) Other Chattels and Equipment. The Operating Company shall purchase and maintain insurance on all chattels and equipment not otherwise insured under this Schedule against loss or damage from all risks, in an amount not less than the full replacement value thereof.
 - d) The Authority may, in its sole discretion, self insure part or all of the insurance requirements hereunder.
 - 3 Physical Assets Owned by the Operating Company or Leased from a Party other than the Authority
 - a) The Operating Company shall purchase and maintain insurance on all Physical Assets owned or leased by them from a party other than the Authority, to the same extent as specified in Section (2), above, except that contrary to Section (2) the Operating Company shall determine the full replacement value thereof.
 - 4 Comprehensive General Liability Insurance:
 - a) The Authority shall take out and maintain comprehensive general liability insurance (CGL) covering the operation of the Public Passenger Transportation System specified in Schedule "B" of the Annual Operating Agreement on an occurrence basis in an amount not less than Twenty-Five Million Dollars

(\$25,000,000.00). Such insurance shall include the Operating Company and the Municipality as an additional insured party and further, the policy shall apply to each insured in the same manner and to the same extent as if a separate policy has been issued to each of the insured parties.

b) The Authority's CGL does not extend to cover non-transit activities a company may be engaged in. If the Operating Company performs work outside of the terms of this Master Agreement and/or the Annual Operating Agreement, the Operating Company will require separate insurance coverage for that work which provides a waiver of subrogation in favour of BC Transit.

5 Additional Covenants:

a) The Operating Company covenants that it shall not knowingly permit, suffer, allow or connive at the use or operation of any vehicle in respect of this Master Agreement by any person, or in any way, or for any purpose, contrary to the provisions of this Master Agreement or the provisions of the Insurance (Vehicle) Act or any other applicable legislation and related regulations. The Operating Company shall indemnify and save harmless the Authority from any breach of this covenant.

b) It is mutually understood and agreed that the responsibilities to acquire and maintain policies of insurance pursuant to this Master Agreement and/or the Annual Operating Agreement shall be restricted and limited to the provisions of this Section 13."

(b) To remove Section 15.3 in its entirety and replace it with the following:

15.3 Cancellation due to Breach of Contract: The Authority or the Municipality retains the right to terminate the Master Agreement, and by extension the Annual Operating Agreement, upon breach by the Operating Company of any term or covenant hereof, unless the Operating Company has cured such failure or breach to the satisfaction of the party providing such written notice prior to its expiration. In the event of any such cancellation, the Operating Company shall be entitled to no compensation other than for services rendered up to the date of said cancellation, as computed at the rate for Variable Costs and a pro rata allocation on a daily basis for monthly Fixed Costs and for Maintenance Costs as specified in Schedule "D" of the Annual Operating Agreement

SECTION 3 – TERM AND RENEWAL

3.1 Term and Renewal: The term of this Agreement shall be from April 1, 2016 to March 31, 2017 except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Master Agreement shall likewise be so terminated or not renewed, as the case may be.

SECTION 4 – SCHEDULES

4.1 Schedules: The schedules attached hereto shall form part of the Annual Operating Agreement and be binding upon the parties hereto as though they were incorporated into the body of this Agreement.

- a) Schedule "A" – Transit Service Area
- b) Schedule "B" - Service Specifications
- c) Schedule "C" - Budget
- d) Schedule "D" – Payment Schedule
- e) Schedule "E" – Tariff-Fares

SECTION 5 – MISCELLANEOUS PROVISIONS

- 5.1 Amendment: This Annual Operating Agreement and the Schedules attached hereto may be amended only with the prior written consent of all parties.
- 5.2 Assignment: This Annual Operating Agreement shall not be assignable without the prior written consent of the other parties.
- 5.3 Enurement: The Annual Operating Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- 5.4 Counterparts: This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or pdf copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.
- 5.5 Operating Reserve Fund: In accordance with OIC 594, in fiscal year 2015/16, BC Transit established a Reserve Fund to record, for each local government, the contributions that BC Transit has received but has not yet earned.
- a) BC Transit will invoice and collect on monthly Municipal invoices based on budgeted Eligible Expenses, as set out in Schedule C of the AOA.
 - b) Any expenditure of monies from the Reserve Fund will only be credited towards Eligible Expenses for the location for which it was collected. These Eligible Expenses are comprised of the following costs of providing Public Passenger Transportation Systems, but exclude the costs of providing third-party 100%-funded services:
 - (1) For Conventional Transit Service:
 - (a) the operating costs incurred in providing Conventional Transit Service excluding interest and amortization;
 - (b) the amount of any operating lease costs incurred by BC Transit for Conventional Transit Services;
 - (c) the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement;
 - (d) an amount of the annual operating costs of BC Transit not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement;
 - (2) For Custom Transit Service:
 - (a) the operating costs incurred in providing Custom Transit Service excluding interest and amortization, but including the amount paid by BC Transit to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
 - (b) the amount of any operating lease costs incurred by BC Transit for Custom Transit Service;
 - (c) the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement;
 - (d) an amount of the annual operating costs of BC Transit not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement.
 - c) BC Transit will provide an annual statement of account or the reserves received and utilized, including any interest earned for each local government.
 - d) On any termination of this Agreement, any funds remaining in the Reserve Fund, including any interest accrued, will be used to defray the Eligible Expenses of providing Service Hours in the following Fiscal Year.

SECTION 6 – NOTICES AND COMMUNICATION

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a responsible officer of the party hereto to whom it is addressed or if mailed by prepaid registered mail, to:

CITY OF PRINCE GEORGE

c/o Manager, Parks, Transit & Solid Waste
1100 Patricia Boulevard
Prince George, BC V2L 3V9

and to:

BC Transit

c/o Chief Operating Officer
520 Gorge Road East
Victoria, BC V8W 2P3

and to:

Carefree Society

c/o Executive Director
2832 Queensway Street
Prince George, BC V2L 4M5

and, if so mailed during regular mail service, shall be deemed to have been received five (5) days following the date of such mailing.

THE CORPORATE SEAL OF **THE CITY OF PRINCE GEORGE** has been hereto affixed in the presence of:

THE COMMON SEAL OF **BRITISH COLUMBIA TRANSIT** has been hereto affixed in the presence of:

CHIEF OPERATING OFFICER

CHIEF FINANCIAL OFFICER

THE CORPORATE SEAL OF **CAREFREE SOCIETY** has been hereto affixed in the presence of:

SCHEDULE "A" - Transit Service Area Boundaries

The boundaries of the Municipal Transit Service Area shall be defined as follows:

The boundaries of the Prince George Transit Service Area shall be the municipal boundaries of the City of Prince George.

SCHEDULE "B" – Service Specifications

Prince George Custom Base Budget Official AOA 2016/2017

Schedule 'B'

Effective Apr 01, 2016

Scheduled Revenue Service

16/17 Apr to May (Apr 01, 2016 to May 31, 2016)								
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Hrs/Day	48.00	50.00	50.00	50.00	54.00	28.00	8.00	
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16/17 Jun to Sep (Jun 01, 2016 to Sep 30, 2016)								
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Hrs/Day	40.00	40.00	40.00	40.00	47.00	20.00	8.00	
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16/17 Oct to Mar (Oct 01, 2016 to Mar 31, 2017)								
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	
Hrs/Day	48.00	50.00	50.00	50.00	54.00	28.00	8.00	
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Extra Revenue Service

	Apr, 2016	May, 2016	Jun, 2016	Jul, 2016	Aug, 2016	Sep, 2016	Oct, 2016	Nov, 2016	Dec, 2016	Jan, 2017	Feb, 2017	Mar, 2017

Adjusted Revenue Service

	Apr, 2016	May, 2016	Jun, 2016	Jul, 2016	Aug, 2016	Sep, 2016	Oct, 2016	Nov, 2016	Dec, 2016	Jan, 2017	Feb, 2017	Mar, 2017

2016/2017 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2016 to Apr 30, 2016	4	4	4	4	5	5	4	0	30	May 23, 2016 Victoria Day 2016 (Mon)
May 01, 2016 to May 31, 2016	4	5	4	4	4	4	5	1	31	Jul 01, 2016 Canada Day 2016 (Fri)
Jun 01, 2016 to Jun 30, 2016	4	4	5	5	4	4	4	0	30	Aug 01, 2016 BC Day 2016 (Mon)
Jul 01, 2016 to Jul 31, 2016	4	4	4	4	4	5	5	1	31	Sep 05, 2016 Labour Day 2016 (Mon)
Aug 01, 2016 to Aug 31, 2016	4	5	5	4	4	4	4	1	31	Oct 10, 2016 Thanksgiving Day 2016 (Mon)
Sep 01, 2016 to Sep 30, 2016	3	4	4	5	5	4	4	1	30	Nov 11, 2016 Remembrance Day 2016 (Fri)
Oct 01, 2016 to Oct 31, 2016	4	4	4	4	4	5	5	1	31	Dec 25, 2016 Christmas Day 2016 (Sun)
Nov 01, 2016 to Nov 30, 2016	4	5	5	4	3	4	4	1	30	Dec 26, 2016 Boxing Day 2016 (Mon)
Dec 01, 2016 to Dec 31, 2016	3	4	4	5	5	5	3	2	31	Jan 01, 2017 New Years Day 2017 (Sun)
Jan 01, 2017 to Jan 31, 2017	5	5	4	4	4	4	4	1	31	Feb 13, 2017 Family Day 2017 (Mon)
Feb 01, 2017 to Feb 28, 2017	3	4	4	4	4	4	4	1	28	
Mar 01, 2017 to Mar 31, 2017	4	4	5	5	5	4	4	0	31	
Total	46	52	52	52	51	52	50	10	365	10 Exceptions

Monthly Summary

Month	Custom Transit							
	Revenue Hours				Revenue Kilometers			
	Scheduled	Extra	Adjusted	Total	Scheduled	Extra	Adjusted	Total
April, 2016	1,234.00			1,234.00	0.00			0.00
May, 2016	1,210.00			1,210.00	0.00			0.00
June, 2016	1,020.00			1,020.00	0.00			0.00
July, 2016	968.00			968.00	0.00			0.00
August, 2016	1,020.00			1,020.00	0.00			0.00
September, 2016	987.00			987.00	0.00			0.00
October, 2016	1,188.00			1,188.00	0.00			0.00
November, 2016	1,198.00			1,198.00	0.00			0.00
December, 2016	1,228.00			1,228.00	0.00			0.00
January, 2017	1,250.00			1,250.00	0.00			0.00
February, 2017	1,104.00			1,104.00	0.00			0.00
March, 2017	1,306.00			1,306.00	0.00			0.00
Total	13,713.00	0.00	0.00	13,713.00	0.00	0.00	0.00	0.00

Prince George Community Bus Base Budget Official AOA 2016/2017

Schedule 'B'

Effective Apr 01, 2016

Scheduled Revenue Service

16/17 Full Year (Apr 01, 2016 to Mar 31, 2017)								
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Jan 01, 2017
Hrs/Day	13.50	13.50	13.50	13.50	13.50	11.93	15.70	4.00
Kms/Day	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Extra Revenue Service

	Apr, 2016	May, 2016	Jun, 2016	Jul, 2016	Aug, 2016	Sep, 2016	Oct, 2016	Nov, 2016	Dec, 2016	Jan, 2017	Feb, 2017	Mar, 2017
Extra Special Events Hours									4.00			

Adjusted Revenue Service

	Apr, 2016	May, 2016	Jun, 2016	Jul, 2016	Aug, 2016	Sep, 2016	Oct, 2016	Nov, 2016	Dec, 2016	Jan, 2017	Feb, 2017	Mar, 2017

2016/2017 Calendar Specification

Period	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Exceptions	Total	Exception Days
Apr 01, 2016 to Apr 30, 2016	4	4	4	4	5	5	4	0	30	May 23, 2016 Victoria Day 2016 (Mon)
May 01, 2016 to May 31, 2016	4	5	4	4	4	4	5	1	31	Jul 01, 2016 Canada Day 2016 (Fri)
Jun 01, 2016 to Jun 30, 2016	4	4	5	5	4	4	4	0	30	Aug 01, 2016 BC Day 2016 (Mon)
Jul 01, 2016 to Jul 31, 2016	4	4	4	4	4	5	5	1	31	Sep 05, 2016 Labour Day 2016 (Mon)
Aug 01, 2016 to Aug 31, 2016	4	5	5	4	4	4	4	1	31	Oct 10, 2016 Thanksgiving Day 2016 (Mon)
Sep 01, 2016 to Sep 30, 2016	3	4	4	5	5	4	4	1	30	Nov 11, 2016 Remembrance Day 2016 (Fri)
Oct 01, 2016 to Oct 31, 2016	4	4	4	4	4	5	5	1	31	Dec 25, 2016 Christmas Day 2016 (Sun)
Nov 01, 2016 to Nov 30, 2016	4	5	5	4	3	4	4	1	30	Dec 26, 2016 Boxing Day 2016 (Mon)
Dec 01, 2016 to Dec 31, 2016	3	4	4	5	5	5	3	2	31	Jan 01, 2017 New Years Day 2017 (Sun)
Jan 01, 2017 to Jan 31, 2017	5	5	4	4	4	4	4	1	31	Feb 13, 2017 Family Day 2017 (Mon)
Feb 01, 2017 to Feb 28, 2017	3	4	4	4	4	4	4	1	28	
Mar 01, 2017 to Mar 31, 2017	4	4	5	5	5	4	4	0	31	
Total	46	52	52	52	51	52	50	10	365	10 Exceptions

Monthly Summary

Month	Paratransit							
	Revenue Hours				Revenue Kilometers			
	Scheduled	Extra	Adjusted	Total	Scheduled	Extra	Adjusted	Total
April, 2016	405.95	0.00		405.95	0.00			
May, 2016	409.72	0.00		409.72	0.00			
June, 2016	407.52	0.00		407.52	0.00			
July, 2016	408.15	0.00		408.15	0.00			
August, 2016	407.52	0.00		407.52	0.00			
September, 2016	394.02	0.00		394.02	0.00			
October, 2016	408.15	0.00		408.15	0.00			
November, 2016	394.02	0.00		394.02	0.00			
December, 2016	390.25	4.00		394.25	0.00			
January, 2017	411.52	0.00		411.52	0.00			
February, 2017	367.02	0.00		367.02	0.00			
March, 2017	421.02	0.00		421.02	0.00			
Total	4,824.86	4.00	0.00	4,828.86	0.00	0.00	0.00	

**SCHEDULE "C" - Budget
Prince George Custom Transit**

		Official AOA 2016/2017
TRANSIT REVENUE		
Farebox Cash		\$88,199
TOTAL REVENUE		\$88,199
EXPENDITURES		
Fixed Costs		
Variable Hourly Costs - Scheduled Service		
Variable Fuel Costs - Scheduled Service		
Variable Tire Costs - Scheduled Service		
Fleet Maintenance		
Major Repairs Contingency	* Redacted	
Major Capital Projects Operating Contingency		
Accident Repairs		
Taxi Supplement		
Taxi Saver Program		
Taxi Saver Recoveries		
ICBC Insurance		
Excess Insurance		
Information Systems		
P.S.T.		
TOTAL DIRECT OPERATING COSTS	* Redacted	
Training (Education & Seminars)		
Marketing	* Redacted	
Municipal Administration		
BCT Management Services		
TOTAL OPERATING COSTS		\$1,180,608
Lease Fees - Vehicles (Local Share)		
Lease Fees - Land and Buildings (Local Share)	* Redacted	
Lease Fees - Equipment (Local Share)		
TOTAL LEASE FEES - LOCAL SHARE	* Redacted	
TOTAL COSTS		\$1,294,610
STATISTICS		
Scheduled Revenue Hours		13,713
Total Passengers		62,105
Custom/Para Passengers - Vans		38,441
Custom/Para Passengers - Taxi Supplement		1,164
Taxi Saver Passengers		22,500
FUNDING		
Total Operating Costs		\$1,180,608
Operating Reserve Required	* Redacted	
Total Shareable Operating Costs		
Local Share Operating Costs		\$391,757
Local Share Lease Fees	* Redacted	
Less: Total Revenue	\$88,199	
Less: Municipal Administration	* Redacted	
Net Municipal Share of Costs		\$397,383
Provincial Share of Operating Costs		\$784,337
OPERATING RESERVES		
Projected Opening Operating Reserve Balance*	* Redacted	
Operating Reserve Required		
Projected Ending Operating Reserve Balance		

Information severed pursuant to
Section 21(1) of the FOI-POP Act

Information severed pursuant to
Section 21(1) of the FOI-POP Act

Information severed pursuant to
Section 21(1) of the FOI-POP Act

Information severed pursuant to
Section 21(1) of the FOI-POP Act

* Projected March 31, 2016 balance based on December 31, 2015 forecast.
Final actual balance will be provided by June 2016.

Prince George Community Bus

Official AOA 2016/2017

TRANSIT REVENUE	
Farebox Cash	\$16,158
TOTAL REVENUE	\$16,158
EXPENDITURES	
Fixed Costs	
Variable Hourly Costs - Scheduled Service	* Redacted
Variable Hourly Costs - Extra Service	
Variable Fuel Costs - Scheduled Service	
Variable Tire Costs - Scheduled Service	
Fleet Maintenance	
Major Capital Projects Operating Contingency	
Accident Repairs	
ICBC Insurance	
Excess Insurance	
Information Systems	
P.S.T.	
TOTAL DIRECT OPERATING COSTS	* Redacted
Training (Education & Seminars)	
Municipal Administration	* Redacted
BCT Management Services	
TOTAL OPERATING COSTS	\$323,077
Lease Fees - Vehicles (Local Share)	
Lease Fees - Land and Buildings (Local Share)	* Redacted
Lease Fees - Equipment (Local Share)	
TOTAL LEASE FEES - LOCAL SHARE	* Redacted
TOTAL COSTS	\$340,100
STATISTICS	
Scheduled Revenue Hours	4,825
Extra Revenue Hours	4
Total Passengers	31,033
<i>Conventional Passengers</i>	31,033
FUNDING	
Total Operating Costs	\$323,077
Operating Reserve Required	* Redacted
Total Shareable Operating Costs	
Local Share Operating Costs	\$171,964
Local Share Lease Fees	* Redacted
Less: Total Revenue	\$16,158
Less: Municipal Administration	* Redacted
Net Municipal Share of Costs	\$167,157
Provincial Share of Operating Costs	\$150,609
OPERATING RESERVES	
Projected Opening Operating Reserve Balance*	* Redacted
Operating Reserve Required	
Projected Ending Operating Reserve Balance	

Information severed pursuant to
Section 21(1) of the FOI-POP Act

Information severed pursuant to
Section 21(1) of the FOI-POP Act

* Projected March 31, 2016 balance based on December 31, 2015 forecast.
Final actual balance will be provided by June 2016.

SCHEDULE "D" – Payment Schedule

Prince George Custom Transit and Community Bus 2016/2017 AOA BUDGET

1) Payment Schedule

The Authority agrees to pay the Operating Company a monthly payment, the amount of which is determined on the following basis:

- a) For Specified Service in Schedule "B":
 - i) * for Fixed Monthly Payment for Prince George Custom service; plus
 - ii) * **Redacted** for Fixed Monthly Payment for Prince George Community Bus service; plus
 - iii) * per Revenue Hour for Prince George Custom service; plus
 - iv) per Revenue Hour for Prince George Community Bus service; plus
 - v) Variable distance costs for fuel and tires as billed, with satisfactory supporting documentation.

- b) For Deleted Fixed Costs as outlined in Section 6 (2), an amount equal to 1/365 of the Fixed Costs amount contained in Schedule "C" shall be deducted for each day or part day.

- c) For Added Service or Deleted Service within the regular hours of system operation specified in Schedule "B":
 - i) * **Redacted** per Revenue Hour for Prince George Custom Service; plus
 - ii) * **Redacted** per Revenue Hour for Prince George Community Bus service; plus
 - iii) Variable distance costs for fuel and tires as billed, with satisfactory supporting documentation.

- d) For Maintenance:
 - i) Vehicle maintenance subcontracted by the Operating Company shall be paid at cost in accordance with the budget specified in Schedule "C", with satisfactory supporting documentation (invoices).

- e) Not applicable.

- f) Prior to conducting a Special Group Trip, the Operating Company must apply for and receive from BC Transit, a pre-approval to conduct the trip, the cost recovery rates to be charged and the method of payment.

Information severed pursuant to Section 21(1) of the FOI-POP Act

Information severed pursuant to Section 21(1) of the FOI-POP Act

**Information contained in Schedule "C" - Budget and Schedule "D" - Payment Schedule is subject to the Freedom of Information and Protection of Privacy Act.
Consult with BC Transit prior to releasing information in these Schedules to individuals or companies other than those who are party to the Agreement.**

SCHEDULE "E" – Tariff-Fares**Fares:***Effective as of January 1, 2014*

Registered User	\$2.25
Companion	\$2.25
Attendant accompanying Registered User	Free

Tickets are available at the same price as regular cash fares.

Note: Visitors may register for temporary handyDART service. Proof of registration in another jurisdiction or proof of eligibility is required.

Community Fares: same as conventional service fares posted at bctransit.com