

TOWN OF COCHRANE

101 RancheHouse Rd.  
Cochrane, AB T4C 2K8  
P: 403-851-2500 F: 403-932-6032  
[www.cochrane.ca](http://www.cochrane.ca)



Reference: 2023-0005

May 19, 2023

[REDACTED]

s.17

Dear [REDACTED] s.17

**RE: Freedom of Information and Protection of Privacy Act Request for Information.**

Our office has carried out a search for records for COLT information from inception to March 30, 2023, as outlined below and the findings are as follows:

- Ridership Numbers (Monthly Report) – See Appendix A
- Expenses (Monthly Report) – See Appendix B
- Revenues (Monthly Report) – See Appendix B
- Southland Contract – See Appendix C
- Bargaining Agreements – No records found

The search is complete for this request and all responsive records are attached. Some information has been redacted under s. 16(1)(a)(ii), s.16(1)(c)(i) and s. 17(1) of the Act. You can access the FOIP Act here: <https://oipc.ab.ca/legislation/foip/>.

If you have questions, please contact [FOIP@cochrane.ca](mailto:FOIP@cochrane.ca). Under Section 65(1) of the FOIP Act you may ask the Information and Privacy Commissioner to review this response if you have concerns about it. The following link provides information regarding the request for review process: <https://www.oipc.ab.ca/action-items/request-a-review-file-a-complaint.aspx>

Sincerely,

s.17

cc: Jaylene Knight, FOIP Head



Freedom of Information and  
Protection of Privacy Request

Requester's Information	
Date Request Submitted: March 30, 2023	
Applicant's Name: [REDACTED] s.17	Company (if applicable):
Mailing Address:	Town: cochrane
Province: alberta	Postal Code: [REDACTED] s.17
Phone Number: [REDACTED] s.17	Email Address: [REDACTED] s.17

Request Details
Type of Request: General Request
Records Requested: Colt information. Ridership numbers (monthly report) expenses (monthly report) Revenues (monthly report) Southland contract, and any bargaining agreements. all reports should be for the time Colt came into service, up to and including current date.
Date/Date Range of Records Requested: inception till current
Delivery Method Requested: Send me electronic copies via email

Acknowledgement
The personal information on this form is being collected under section 33 (c) of the <i>Freedom of Information and Protection of Privacy Act</i> (FOIP), Alberta. The personal information may be used by the Town of Cochrane for the purpose the information was collected, or compiled, or for a use consistent with that purpose. The personal and financial information will be managed in accordance with FOIP.

If there are any questions about the collection, use, or disclosure of personal information, the Town of Cochrane can be contacted by email at FOIP@cochrane.ca or by phone at 403-932-2674.

Applicant acknowledged and understood the above.

**For Office Use**

Our File Number:  
FOIP-2023-0005

Initial \$25 Payment Received Date:

50% Deposit Received:

Total Payment:

Additional Fee Estimate:

Records Released:

Request Concluded:

Source of Request:

Row Labels	Sum of Total Completed Passengers
<b>2019</b>	<b>11464</b>
October	3390
November	4122
December	3952
<b>2020</b>	<b>29009</b>
January	3545
February	3602
March	2289
April	848
May	1116
June	1983
July	3123
August	2421
September	2649
October	2905
November	2743
December	1785
<b>2021</b>	<b>33318</b>
January	1880
February	2000
March	2582
April	2461
May	2024
June	2892
July	3096
August	3201
September	3467
October	3363
November	3347
December	3005
<b>2022</b>	<b>48282</b>
January	3211
February	2872
March	3946
April	3713
May	3924
June	4033
July	4551
August	5471
September	3745
October	4098
November	4300
December	4418
<b>2023</b>	<b>17701</b>

January	5644
February	5136
March	6622
April	299
<b>Grand Total</b>	<b>139774</b>

Personal information redacted per Section 17(1) of the FOIP Act

TOWN OF COCHRANE  
2019 Transit Budget to Actual

	2019 Actual Results	2019 Budget	Variance	%			
<b>Revenues</b>							
TRANSIT FARES: 31-00-4710-00							
Paula's Batch Dec 16/19	40.00		0.00%		Paula's Batch Dec 16/19		2019-12-16 191896
PERFECT MINDS DEC 19/19	40.00		0.00%		PERFECT MINDS DEC 19/19		2019-12-19 193573
PERFECT MINDS DEC 19/19	40.00		0.00%		PERFECT MINDS DEC 19/19		2019-12-19 193861
PERFECT MINDS VOID AND RE ENTE	-40.00		0.00%		PERFECT MINDS VOID AND RE ENTE		2019-12-19 193860
PERFECT MINDS DEC 20/19	20.00		0.00%		PERFECT MINDS DEC 20/19		2019-12-20 194338
Paula's Batch Dec23/19	20.00		0.00%		Paula's Batch Dec23/19		2019-12-23 194286
Paula's Batch Dec 24/19	20.00		0.00%		Paula's Batch Dec 24/19		2019-12-24 194350
Paula's Batch Dec 24/19	20.00		0.00%		Paula's Batch Dec 24/19		2019-12-24 194351
Paula's Batch Dec 30/19	40.00		0.00%		Paula's Batch Dec 30/19		2019-12-30 197120
FREELS PRIZES-INTER-OFFICE	240.00		0.00%		FREELS PRIZES-INTER-OFFICE		2019-12-31 215630
Paula's Batch Dec 31/19	25.00		0.00%		Paula's Batch Dec 31/19		2019-12-31 197786
PERFECT MINDS DEC 31/19	20.00		0.00%		PERFECT MINDS DEC 31/19		2019-12-31 197805
31-00-4710-00	<u>Total TRANSIT FARE</u>	<u>485.00</u>	<u>-485.00</u>	<u>0.00%</u>			
31-00-4710-00	<u>Total TRANSIT FARES</u>	<u>485.00</u>	<u>-485.00</u>	<u>0.00%</u>			
31-00-4711-00	<u>REGIONAL FARES</u>						
31-00-4980-00	<u>OTHER REVENUES</u>						
	<u>485.00</u>		<u>-485.00</u>	<u>0.00%</u>			
<b>Expenses</b>							
SALARY WAGES: 31-00-5110-00							
							2019-01-01 98159
							2019-01-01 98159
							2019-01-15 86008
							2019-01-15 86008
							2019-01-30 86475
							2019-01-30 86475
	<u>Period 1 Total</u>	<u>11,009.89</u>					
							2019-02-15 101006
							2019-02-15 101006
							2019-02-15 101006
							2019-02-28 101008
	<u>Period 2 Total</u>	<u>14,092.66</u>					
							2019-03-15 105641
							2019-03-30 105670
							2019-03-30 105670
							2019-03-30 105670
	<u>Period 3 Total</u>	<u>14,092.66</u>					
							2019-04-15 105997
							2019-04-15 105997
							2019-04-30 111045
							2019-04-30 111045
	<u>Period 4 Total</u>	<u>14,092.66</u>					
							2019-05-15 113645
							2019-05-15 113645
							2019-05-30 119829
	<u>Period 5 Total</u>	<u>14,092.66</u>					
							2019-06-14 134530
							2019-06-14 134530
							2019-06-14 134530
							2019-06-28 134713
	<u>Period 6 Total</u>	<u>14,092.66</u>					
							2019-07-15 137187
							2019-07-30 142909
							2019-07-30 142909



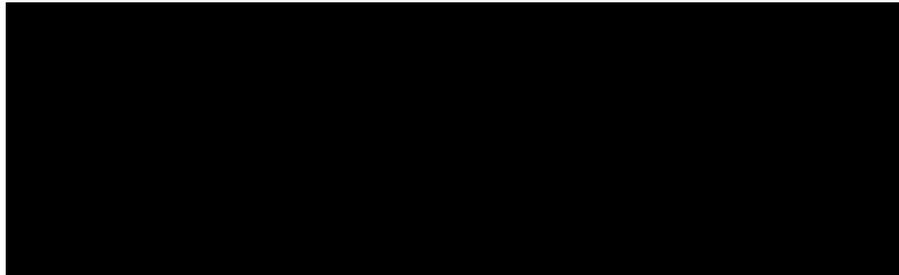
Personal information redacted per Section 17(1) of the FOIP Act

	2019 Actual Results	2019 Budget	Variance	%
Period 2 Total	3,697.16			



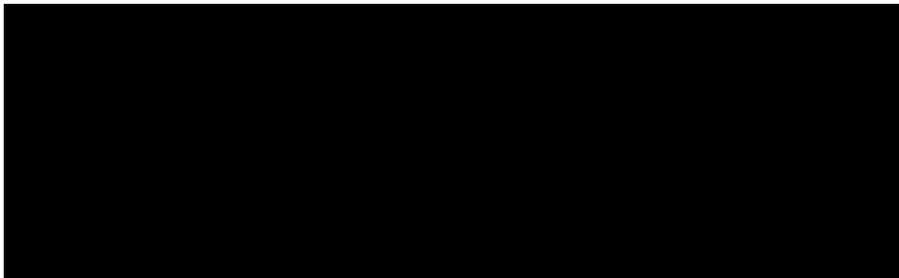
2019-03-15 105641  
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Period 3 Total	4,236.08			
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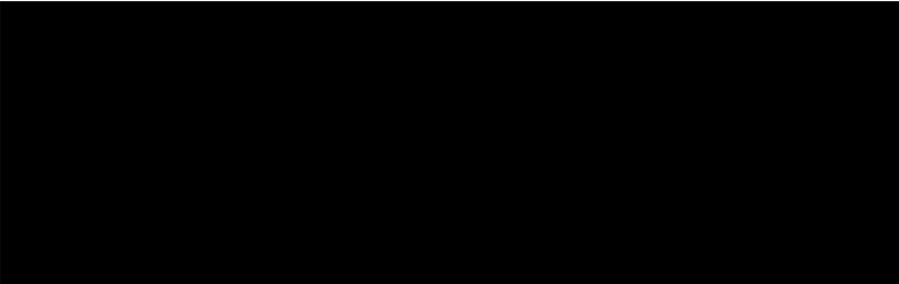
2019-04-15 105997  
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Period 4 Total	3,697.16			
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2019-05-15 113645  
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Period 5 Total	3,697.16			
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2019-06-14 134530  
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2019-06-28 134713  
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Period 6 Total	3,697.16			
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Personal information redacted per Section 17(1) of the FOIP Act

	2019 Actual Results	2019 Budget	Variance	%
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2019-12-13 191868  
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 2019-12-30 219632  
 2019-12-30 195211  
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 2019-12-30 195211

Period 12 Total	925.75			
31-00-5130-00 Total BENEFITS AND DEDUCTIONS	14,529.68	-14,529.68	0.00%	
31-00-5130-00 Total BENEFITS AND DEDUCTIONS	14,529.68	-14,529.68	0.00%	

MILEAGE:

31-00-5212-00 Aug 15/19 Payroll Entry	348.00		0.00%	Aug 15/19 Payroll Entry
31-00-5212-00 Total MILEAGE	348.00	-348.00	0.00%	
31-00-5212-00 Total MILEAGE	348.00	-348.00	0.00%	

2019-08-15 148124

MOBILE COMMUNICATIONS:

31-00-5218-00 [REDACTED] SALARY JAN 30/19	65.00		0.00%	[REDACTED] SALARY JAN 30/19
Period 1 Total	65.00			
[REDACTED] SALARY PAYROLL FEB 28/19	65.00		0.00%	[REDACTED] SALARY PAYROLL FEB 28/19
Period 2 Total	65.00			
[REDACTED] Salary Payroll Mar 30/19	65.00		0.00%	[REDACTED] Salary Payroll Mar 30/19
Period 3 Total	65.00			
[REDACTED] Salary Payroll Apr 30/19	65.00		0.00%	[REDACTED] Salary Payroll Apr 30/19
Period 4 Total	65.00			
[REDACTED] Salary Payroll May 30/19	65.00		0.00%	[REDACTED] Salary Payroll May 30/19
Period 5 Total	65.00			
[REDACTED] Salary Payroll June 30/19	65.00		0.00%	[REDACTED] Salary Payroll June 30/19
Period 6 Total	65.00			
[REDACTED] Salary Payroll Jul 30/19	65.00		0.00%	[REDACTED] Salary Payroll Jul 30/19
Period 7 Total	65.00			
Aug 15/19 Payroll Entry	-455.00		0.00%	Aug 15/19 Payroll Entry
Period 8 Total	-455.00			
4038515995 CREDIT 403--851-5995	432.95		0.00%	4038515995 CREDIT 403--851-5995
4038515995 CREDIT 403--851-5995	-156.11		0.00%	4038515995 CREDIT 403--851-5995
Period 12 Total	276.84			
31-00-5218-00 Total MOBILE COMMUNICATIONS	276.84	-276.84	0.00%	
31-00-5218-00 Total MOBILE COMMUNICATIONS	276.84	-276.84	0.00%	

2019-01-30 86475

2019-02-28 101008

2019-03-30 105670

2019-04-30 111045

2019-05-30 119829

2019-06-28 134713

2019-07-30 142909

2019-08-15 148124

Purchases  
Purchases

TELUS COMMUNICATIONS INC.  
TELUS COMMUNICATIONS INC.

2019-12-31 214046  
2019-12-31 215631

CONTRACT:  
31-00-5239-00

	2019 Actual Results	2019 Budget	Variance	%				
		300,000.00		0.00%				1919-01-01
Period 1 Total		300,000.00						
VISTAPR*VISTAPRINT.CA	42.78			0.00%	VISTAPR*VISTAPRINT.CA	Purchases	US BANK CANADA	2019-04-10 114791
Period 4 Total	42.78							
STRESS SQUEEZE	3,485.00			0.00%	STRESS SQUEEZE	Purchases	NIKSTAR PROMOTIONS	2019-05-03 112088
4IMPRINT	584.50			0.00%	4IMPRINT	Purchases	US BANK CANADA	2019-05-10 125734
ENVATOMARKET47211821	56.58			0.00%	ENVATOMARKET47211821	Purchases	US BANK CANADA	2019-05-10 125558
GODADDY.COM CANADA	80.17			0.00%	GODADDY.COM CANADA	Purchases	US BANK CANADA	2019-05-10 125467
REIMBURSEMENT-MEETING	160.63			0.00%	REIMBURSEMENT-MEETING	Purchases	LAFLECHE, DEVIN	2019-05-16 117813
TRADE SHOW SIGNAGE	1,273.21			0.00%	TRADE SHOW SIGNAGE	Purchases	SIGNARAMA COCHRANE	2019-05-16 117868
POSTCARD	190.00			0.00%	POSTCARD	Purchases	SATELLITE PRINTING LTD	2019-05-31 122142
Period 5 Total	5,830.09							
CANADIAN URBAN TRANSIT	1,254.00			0.00%	CANADIAN URBAN TRANSIT	Purchases	US BANK CANADA	2019-06-10 136686
COLTS BANNER	158.00			0.00%	COLTS BANNER	Purchases	SIGNARAMA COCHRANE	2019-06-30 137785
Period 6 Total	1,412.00							
AP CORRECTIONS	3,469.20			0.00%	AP CORRECTIONS	RECODE FR 1100522000 TRADE SHO		2019-07-10 135662
CDN TIRE STORE #00493	134.12			0.00%	CDN TIRE STORE #00493	Purchases	US BANK CANADA	2019-07-10 146004
Period 7 Total	3,603.32							
STRESS SQUEEZE	3,485.00			0.00%	STRESS SQUEEZE	Purchases	NIKSTAR PROMOTIONS	2019-08-16 151873
CODING CORRECTIONS	49.56			0.00%	CODING CORRECTIONS	RECODE FR 31-00-4920-00		2019-08-20 150307
CODING CORRECTIONS	16.52			0.00%	CODING CORRECTIONS	RECODE FR 31-00-5764-00		2019-08-20 150307
Period 8 Total	3,551.08							
COLT DBL SIDED FLAG	325.00			0.00%	COLT DBL SIDED FLAG	Purchases	SIGNARAMA COCHRANE	2019-09-19 161661
COLT PROMOTIONAL TABLES	1,100.00			0.00%	COLT PROMOTIONAL TABLES	Purchases	SIGNARAMA COCHRANE	2019-09-19 161660
HEAT PRESS COLT LOGO	439.00			0.00%	HEAT PRESS COLT LOGO	Purchases	SHANNON DESIGNS	2019-09-19 161658
COLT BRANDING BUS PACKAGE	4,400.00			0.00%	COLT BRANDING BUS PACKAGE	Purchases	SIGNARAMA COCHRANE	2019-09-30 166720
PROMOTIONAL ITEM TRANSIT LAUNC	6,592.72			0.00%	PROMOTIONAL ITEM TRANSIT LAUNC	Purchases	NIKSTAR PROMOTIONS	2019-09-30 166693
Period 9 Total	12,856.72							
4IMPRINT	257.38			0.00%	4IMPRINT	Purchases	US BANK CANADA	2019-10-10 192423
GODADDY.COM CANADA	95.53			0.00%	GODADDY.COM CANADA	Purchases	US BANK CANADA	2019-10-10 192424
STK*SHUTTERSTOCK	39.55			0.00%	STK*SHUTTERSTOCK	Purchases	US BANK CANADA	2019-10-10 192422
VISTAPR*VISTAPRINT.CA	122.99			0.00%	VISTAPR*VISTAPRINT.CA	Purchases	US BANK CANADA	2019-10-10 192418
VISTAPR*VISTAPRINT.CA	159.34			0.00%	VISTAPR*VISTAPRINT.CA	Purchases	US BANK CANADA	2019-10-10 192421
COLT LOGO - SPORT SHIRT	167.76			0.00%	COLT LOGO - SPORT SHIRT	Purchases	SHANNON DESIGNS	2019-10-16 170834
COLT WRAP UP REVISED	3,380.00			0.00%	COLT WRAP UP REVISED	Purchases	SIGNARAMA COCHRANE	2019-10-16 170835
HALL OF VISION/EAST RECEPTION	74.18			0.00%	HALL OF VISION/EAST RECEPTION	Purchases	TOWN OF COCHRANE	2019-10-29 174977
Period 10 Total	4,296.73							
Payables Trx Entry	266.00			0.00%	Payables Trx Entry			
TRANSPORT SERVICES OCT 2019	44,078.22			0.00%	TRANSPORT SERVICES OCT 2019	Purchases	GOLDEN WEST BROADCASTING LTD	2019-11-26 185507
						Purchases	SOUTHLAND TRANSPORTATION LTD	2019-11-26 185569
Period 11 Total	44,344.22							
AP CORRECTIONS	-31,183.93			0.00%	AP CORRECTIONS			2019-12-10 189368
ROCKYVIEW HOTEL TEXAS GAT	500.00			0.00%	ROCKYVIEW HOTEL TEXAS GAT	Purchases	US BANK CANADA	2019-12-10 207274
Back Out Journal Entry 219174	-54,626.25			0.00%	Back Out Journal Entry 219174			2019-12-31 283874
DEC 31/19 AP ACCRUAL ENTRY	54,626.25			0.00%	DEC 31/19 AP ACCRUAL ENTRY			2019-12-31 283876
DEC 31/19 AP CORRECTIONS	54,626.25			0.00%	DEC 31/19 AP CORRECTIONS			2019-12-31 219174
Period 12 Total	23,942.32							
31-00-5239-00	Total CONTRACT	99,879.26	300,000.00	200,120.74	66.71%			
31-00-5239-00	Total CONTRACT	99,879.26	300,000.00	200,120.74	66.71%			
31-00-5274-00	INSURANCE							
GENERAL SUPPLIES:								
31-00-5510-00	KIMMER COUNTRY COCHRAN	62.86		0.00%	KIMMER COUNTRY COCHRAN	Purchases	US BANK CANADA	2019-09-10 175777
	TOW FEES	361.46		0.00%	TOW FEES	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR	2019-09-30 166604
	TOW FEES	361.46		0.00%	TOW FEES	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR	2019-09-30 166605

	2019 Actual Results	2019 Budget	Variance	%				
TRANSIT BUS	361.46			0.00%	TRANSIT BUS	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR	2019-09-30 166603
V-FIRST TRANSIT BUS	249.00			0.00%	V-FIRST TRANSIT BUS	Purchases	COCHRANE REGISTRIES	2019-09-30 166639
Period 9 Total	1,396.24							
SQ *HD AUTO DETAILING	2,047.50			0.00%	SQ *HD AUTO DETAILING	Purchases	US BANK CANADA	2019-10-10 192301
BUSINESS CARDS	41.25			0.00%	BUSINESS CARDS	Purchases	SATELLITE PRINTING LTD	2019-10-16 170871
NAME TAGS/PLATES	18.45			0.00%	NAME TAGS/PLATES	Purchases	COCHRANE AWARDS & PROMOTIONS LTD	2019-10-16 170758
INSURANCE PREMIUM JAN/19/20	1,489.04			0.00%	INSURANCE PREMIUM JAN/19/20	Purchases	AMSC INSURANCE SERVICES	2019-10-29 174828
VEHICLE LIC PLATE	83.00			0.00%	VEHICLE LIC PLATE	Purchases	COCHRANE REGISTRIES	2019-10-29 174872
REIMBURSEMENT CHARITY BOX	39.99			0.00%	REIMBURSEMENT CHARITY BOX	Purchases	LAFLECHE, DEVIN	2019-10-31 179170
Period 10 Total	3,719.23							
AMZN MKTP CA*JT6JV8P13	39.99			0.00%	AMZN MKTP CA*JT6JV8P13	Purchases	US BANK CANADA	2019-11-11 196924
AMZN MKTP CA*QC6NP54S3	119.97			0.00%	AMZN MKTP CA*QC6NP54S3	Purchases	US BANK CANADA	2019-11-11 196936
CANADIAN URBAN TRANSIT	1,095.00			0.00%	CANADIAN URBAN TRANSIT	Purchases	US BANK CANADA	2019-11-11 196900
TECHCONNECT	404.75			0.00%	TECHCONNECT	Purchases	US BANK CANADA	2019-11-11 196925
Paula's Batch Nov 22/19	-39.99			0.00%	Paula's Batch Nov 22/19	Purchases	LAFLECHE, DEVIN	2019-11-22 184006
MECH INSPECTION CVIP	1,633.76			0.00%	MECH INSPECTION CVIP	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR	2019-11-26 185425
MECH. INSPECTION CVIP	3,220.01			0.00%	MECH. INSPECTION CVIP	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR	2019-11-26 185423
MECH. INSPECTION CVIP	1,610.42			0.00%	MECH. INSPECTION CVIP	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR	2019-11-26 185424
NOV 2019 BUS LEASE B-11501	1,000.00			0.00%	NOV 2019 BUS LEASE B-11501	Purchases	CRESTLINE COACH LTD.	2019-11-26 185473
VEHICLE FIRST	83.00			0.00%	VEHICLE FIRST	Purchases	COCHRANE REGISTRIES	2019-11-26 185466
2 HOUR PHOTO SHOOT/EDITING	500.00			0.00%	2 HOUR PHOTO SHOOT/EDITING	Purchases	CHRIS RONAK VIDEOGRAPHY	2019-11-30 190367
ON DEMAND LOCAL TRANSIT	1,710.00			0.00%	ON DEMAND LOCAL TRANSIT	Purchases	GOLDEN WEST BROADCASTING LTD	2019-11-30 190312
ON DEMAND LOCAL TRANSIT	1,260.00			0.00%	ON DEMAND LOCAL TRANSIT	Purchases	GOLDEN WEST BROADCASTING LTD	2019-11-30 190313
ON DEMAND LOCAL TRANSIT	1,976.00			0.00%	ON DEMAND LOCAL TRANSIT	Purchases	GOLDEN WEST BROADCASTING LTD	2019-11-30 190314
Period 11 Total	14,612.91							
AP CORRECTIONS	31,183.93			0.00%	AP CORRECTIONS	TRANSFER FROM 31-00-5239-00		2019-12-10 189368
DEC 2019 BUS LEASE B-11501	1,000.00			0.00%	DEC 2019 BUS LEASE B-11501	Purchases	CRESTLINE COACH LTD.	2019-12-11 190233
PREMIUM INSURANCE DIST	278.98			0.00%	PREMIUM INSURANCE DIST	Purchases	AMSC INSURANCE SERVICES	2019-12-19 193646
Back Out Journal Entry 219174	-88.68			0.00%	Back Out Journal Entry 219174			2019-12-31 283874
DEC 31/19 AP ACCRUAL ENTRY	88.68			0.00%	DEC 31/19 AP ACCRUAL ENTRY			2019-12-31 283876
DEC 31/19 AP CORRECTIONS	88.68			0.00%	DEC 31/19 AP CORRECTIONS			2019-12-31 219174
TICKET BOOKS (5000)	2,550.00			0.00%	TICKET BOOKS (5000)	Purchases	CANADA TICKET, TAG & LABEL PRINT SOLUTIONS	2019-12-31 216125
TRANSIT PASSES (9000)	1,602.39			0.00%	TRANSIT PASSES (9000)	Purchases	CANADA TICKET, TAG & LABEL PRINT SOLUTIONS	2019-12-31 216126
VISTAPR*VISTAPRINT.COM	194.37			0.00%	VISTAPR*VISTAPRINT.COM	Purchases	US BANK CANADA	2019-12-31 219364
Period 12 Total	36,898.35							
31-00-5510-00	Total GENERAL SUPPLIES	56,626.73		-56,626.73	0.00%			
31-00-5510-00	Total GENERAL SUPPLIES	56,626.73		-56,626.73	0.00%			
PROGRAM SUPPLIES:								
31-00-5511-00		22,000.00			0.00%			2019-01-01
Period 1 Total		22,000.00						
AP CORRECTIONS	-4,600.00			0.00%	AP CORRECTIONS	UNITED WAY GRANT		2019-07-10 135662
Period 7 Total	-4,600.00							
JUNE 2019 CAR PROGRAM	857.14			0.00%	JUNE 2019 CAR PROGRAM	Purchases	TAXI 4 U	2019-08-31 156281
MAY 2019 CAR PROGRAM	678.10			0.00%	MAY 2019 CAR PROGRAM	Purchases	TAXI 4 U	2019-08-31 156282
Period 8 Total	1,535.24							
AP CORRECTIONS	4,600.00			0.00%	AP CORRECTIONS	TRANSFER TO 54-00-5563-00		2019-09-18 160410
Period 9 Total	4,600.00							
31-00-5511-00	Total PROGRAM SUPPLIES	1,535.24	22,000.00	20,464.76	93.02%			
31-00-5511-00	Total PROGRAM SUPPLIES	1,535.24	22,000.00	20,464.76	93.02%			
TRANSFER TO OPERATING RESERVE:								
31-00-5764-00	PAYPAL *CUTRIC	16.52			0.00%	PAYPAL *CUTRIC	US BANK CANADA	2019-04-10 114958

		2019	2019		
		Actual Results	Budget	Variance	%
31-00-5764-00	Total TRANSFER TO OPERATING RESERV	16.52		-16.52	0.00%
31-00-5764-00	Total TRANSFER TO OPERATING RESERV	16.52		-16.52	0.00%

GRANTS TO ORGANIZATIONS:

31-00-5770-00			215,292.00		0.00%				2019-01-01
	Period 1 Total		215,292.00						
	COMMUNITY GRANT	215,292.00			0.00%	COMMUNITY GRANT	Purchases	ROCKYVIEW REGIONAL HANDIBUS SOCIETY	2019-02-26 100771
	Period 2 Total	215,292.00							
31-00-5770-00	Total GRANTS TO ORGANIZATIONS	215,292.00	215,292.00		0.00%				
31-00-5770-00	Total GRANTS TO ORGANIZATIONS	215,292.00	215,292.00		0.00%				
		451,214.64	537,292.00	86,077.36	16.02%				
	<b>Surplus/Deficit</b>	<b>-450,729.64</b>	<b>-537,292.00</b>	<b>-86,562.36</b>	<b>16.11%</b>				

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		TOWN OF COCHRANE 2020 Transit Budget to Actual					
		YTD 2020	2020 Budget	Variance	%		
<b>Revenues</b>							
PROGRAM FEES:							
31-00-4406-00			121,072.00		0.00%		2020-01-01
31-00-4406-00	Total PROGRAM FEES		121,072.00	121,072.00	100.00%		
31-00-4406-00	Total PROGRAM FEES		121,072.00	121,072.00	100.00%		
TRANSIT FARES:							
31-00-4710-00							
Paula's Batch Jan 2/20	20.00	0.00%	Paula's Batch Jan 2/20	[REDACTED]	Paula's Batch Jan 2/20	2020-01-02	198125
PERFECT MINDS JAN 2/20	60.00	0.00%	PERFECT MINDS JAN 2/20	PERFECT MINDS JAN 2/20	PERFECT MINDS JAN 2/20	2020-01-02	198424
REPOST CASH RE DONATION	60.00	0.00%	REPOST CASH RE DONATION	PERFECT MINDS JAN 2/20	REPOST CASH RE DONATION	2020-01-02	245556
VOID CASH RECEIPT RE DONATION	-60.00	0.00%	VOID CASH RECEIPT RE DONATION	VOID CASH RECEIPT RE DONATION	VOID CASH RECEIPT RE DONATION	2020-01-02	245321
Paula's Batch Jan 3/20	50.00	0.00%	Paula's Batch Jan 3/20	[REDACTED]	Paula's Batch Jan 3/20	2020-01-03	198420
Paula's Batch Jan 6/20	20.00	0.00%	Paula's Batch Jan 6/20	[REDACTED]	Paula's Batch Jan 6/20	2020-01-06	198632
Paula's Batch Jan 6/20	65.00	0.00%	Paula's Batch Jan 6/20	[REDACTED]	Paula's Batch Jan 6/20	2020-01-06	198648
PERFECT MINDS JAN 6/2020	80.00	0.00%	PERFECT MINDS JAN 6/2020	PERFECT MINDS JAN 6/2020	PERFECT MINDS JAN 6/2020	2020-01-06	199015
Paula's Batch Jan 8/20	20.00	0.00%	Paula's Batch Jan 8/20	[REDACTED]	Paula's Batch Jan 8/20	2020-01-08	199165
Paula's Batch Jan 8/20	20.00	0.00%	Paula's Batch Jan 8/20	[REDACTED]	Paula's Batch Jan 8/20	2020-01-08	199173
PERFECT MINDS JAN 8/20	65.00	0.00%	PERFECT MINDS JAN 8/20	PERFECT MINDS JAN 8/20	PERFECT MINDS JAN 8/20	2020-01-08	199663
PERFECT MINDS JAN 10/20	50.00	0.00%	PERFECT MINDS JAN 10/20	PERFECT MINDS JAN 10/20	PERFECT MINDS JAN 10/20	2020-01-10	200033
PERFECT MINDS JAN 13/20	20.00	0.00%	PERFECT MINDS JAN 13/20	PERFECT MINDS JAN 13/20	PERFECT MINDS JAN 13/20	2020-01-13	201703
PERFECT MINDS JAN 16/20	40.00	0.00%	PERFECT MINDS JAN 16/20	PERFECT MINDS JAN 16/20	PERFECT MINDS JAN 16/20	2020-01-16	202955
PERFECT MINDS JAN 20/20	60.00	0.00%	PERFECT MINDS JAN 20/20	PERFECT MINDS JAN 20/20	PERFECT MINDS JAN 20/20	2020-01-20	204043
Paula's Batch Jan 21/20	20.00	0.00%	Paula's Batch Jan 21/20	[REDACTED]	Paula's Batch Jan 21/20	2020-01-21	204019
PERFECT MINDS JAN 22/20	80.00	0.00%	PERFECT MINDS JAN 22/20	PERFECT MINDS JAN 22/20	PERFECT MINDS JAN 22/20	2020-01-22	205069
PERFECT MINDS JAN 23/20	20.00	0.00%	PERFECT MINDS JAN 23/20	PERFECT MINDS JAN 23/20	PERFECT MINDS JAN 23/20	2020-01-23	205747
PERFECT MINDS JAN 27/20	70.00	0.00%	PERFECT MINDS JAN 27/20	PERFECT MINDS JAN 27/20	PERFECT MINDS JAN 27/20	2020-01-27	207021
PERFECT MINDS JAN 29/20	50.00	0.00%	PERFECT MINDS JAN 29/20	PERFECT MINDS JAN 29/20	PERFECT MINDS JAN 29/20	2020-01-29	208503
VIC JAN 30/20	20.00	0.00%	VIC JAN 30/20	VIC JAN 30/20	VIC JAN 30/20	2020-01-30	209654
Invoice Entry	2,770.00	0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2020-01-31	209727
Invoice Entry	2,435.00	0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-01-31	209728
Paula's Batch Jan 31/20	20.00	0.00%	Paula's Batch Jan 31/20	[REDACTED]	Paula's Batch Jan 31/20	2020-01-31	208581
PERFECT MINDS JAN 31/20	25.00	0.00%	PERFECT MINDS JAN 31/20	PERFECT MINDS JAN 31/20	PERFECT MINDS JAN 31/20	2020-01-31	208927
Period 1 Total	6,080.00						
PERFECT MINDS FEB 3/20	50.00	0.00%	PERFECT MINDS FEB 3/20	PERFECT MINDS FEB 3/20	PERFECT MINDS FEB 3/20	2020-02-03	209495
Paula's Batch Feb 4/20	25.00	0.00%	Paula's Batch Feb 4/20	[REDACTED]	Paula's Batch Feb 4/20	2020-02-04	209480
Paula's Batch Feb 5/20	25.00	0.00%	Paula's Batch Feb 5/20	[REDACTED]	Paula's Batch Feb 5/20	2020-02-05	209622
PERFECT MINDS FEB 6/20	20.00	0.00%	PERFECT MINDS FEB 6/20	PERFECT MINDS FEB 6/20	PERFECT MINDS FEB 6/20	2020-02-06	211202
Reception Batch Feb 10/20	20.00	0.00%	Reception Batch Feb 10/20	[REDACTED]	Reception Batch Feb 10/20	2020-02-10	211228
Reception Batch Feb 10/20	25.00	0.00%	Reception Batch Feb 10/20	[REDACTED]	Reception Batch Feb 10/20	2020-02-10	211252
Reception Batch Feb 14/20	40.00	0.00%	Reception Batch Feb 14/20	TRANSIT PASS	Reception Batch Feb 14/20	2020-02-14	212912
PERFECT MINDS FEB 18/20	25.00	0.00%	PERFECT MINDS FEB 18/20	PERFECT MINDS FEB 18/20	PERFECT MINDS FEB 18/20	2020-02-18	214583
Reception Batch Feb 18/20	20.00	0.00%	Reception Batch Feb 18/20	[REDACTED]	Reception Batch Feb 18/20	2020-02-18	214442
PERFECT MINDS FEB 20/20	40.00	0.00%	PERFECT MINDS FEB 20/20	PERFECT MINDS FEB 20/20	PERFECT MINDS FEB 20/20	2020-02-20	215671
PERFECT MINDS FEB 26/20	50.00	0.00%	PERFECT MINDS FEB 26/20	PERFECT MINDS FEB 26/20	PERFECT MINDS FEB 26/20	2020-02-26	217637
Reception Batch Feb 26/20	25.00	0.00%	Reception Batch Feb 26/20	[REDACTED]	Reception Batch Feb 26/20	2020-02-26	217159
PERFECT MINDS FEB 27/20	20.00	0.00%	PERFECT MINDS FEB 27/20	PERFECT MINDS FEB 27/20	PERFECT MINDS FEB 27/20	2020-02-27	217638
Reception Batch Feb 28/20	25.00	0.00%	Reception Batch Feb 28/20	[REDACTED]	Reception Batch Feb 28/20	2020-02-28	217986
PERFECT MINDS FEB 28-29/20	20.00	0.00%	PERFECT MINDS FEB 28-29/20	PERFECT MINDS FEB 28-29/20	PERFECT MINDS FEB 28-29/20	2020-02-29	218026
Period 2 Total	430.00						
PERFECT MINDS MAR 1-2/20	50.00	0.00%	PERFECT MINDS MAR 1-2/20	PERFECT MINDS MAR 1-2/20	PERFECT MINDS MAR 1-2/20	2020-03-02	219773
Reception Batch March 3/20	50.00	0.00%	Reception Batch March 3/20	ST. TIMOTHY HIGH SCHOOL	Reception Batch March 3/20	2020-03-03	219641
Invoice Entry	2,605.00	0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2020-03-04	219788
Invoice Entry	860.00	0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-03-04	219789
PERFECT MINDS MAR 4/20	25.00	0.00%	PERFECT MINDS MAR 4/20	PERFECT MINDS MAR 4/20	PERFECT MINDS MAR 4/20	2020-03-04	219844
Reception Batch March 4/20	25.00	0.00%	Reception Batch March 4/20	COCHRANE RESIDENT	Reception Batch March 4/20	2020-03-04	219840
PERFECT MINDS MAR 5/20	40.00	0.00%	PERFECT MINDS MAR 5/20	PERFECT MINDS MAR 5/20	PERFECT MINDS MAR 5/20	2020-03-05	221401
PERFECT MINDS MAR 6/20	20.00	0.00%	PERFECT MINDS MAR 6/20	PERFECT MINDS MAR 6/20	PERFECT MINDS MAR 6/20	2020-03-06	221402
VIC CENTER MAR 6/20	25.00	0.00%	VIC CENTER MAR 6/20	VIC MAR 6/20	VIC CENTER MAR 6/20	2020-03-06	237168
PERFECT MINDS MAR 12/20	20.00	0.00%	PERFECT MINDS MAR 12/20	PERFECT MINDS MAR 12/20	PERFECT MINDS MAR 12/20	2020-03-12	223862
Period 3 Total	3,720.00						
PERFECT MINDS AUG 4/20	20.00	0.00%	PERFECT MINDS AUG 4/20	PERFECT MINDS AUG 4/20	PERFECT MINDS AUG 4/20	2020-08-04	270865
PERFECT MINDS AUG 7/8 2020	20.00	0.00%	PERFECT MINDS AUG 7/8 2020	PERFECT MINDS AUG 7/8 2020	PERFECT MINDS AUG 7/8 2020	2020-08-08	272915
VIC AUG 11/20	45.00	0.00%	VIC AUG 11/20	VIC AUG 11/20	VIC AUG 11/20	2020-08-11	273392
VIC AUG 12 2020	25.00	0.00%	VIC AUG 12 2020	VIC AUG 12 2020	VIC AUG 12 2020	2020-08-12	274893
VIC AUG 12/20	25.00	0.00%	VIC AUG 12/20	VIC AUG 12/20	VIC AUG 12/20	2020-08-12	273393
VIC REVERSE BATCH 6390	-25.00	0.00%	VIC REVERSE BATCH 6390	VIC REV BATCH 6390	VIC REVERSE BATCH 6390	2020-08-12	274894
VIC AUG 17(1)(1)/20	20.00	0.00%	VIC AUG 17/20	VIC AUG 17/20	VIC AUG 17/20	2020-08-17	274895

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	YTD 2020	2020 Budget	Variance	%			
VIC AUG 18/20	40.00			0.00%	VIC AUG 18/20	VIC AUG 18/20	2020-08-18 276041
VIC AUG 22/20	50.00			0.00%	VIC AUG 22/20	VIC AUG 22/20	2020-08-22 277663
Reception batch Aug 24/20	20.00			0.00%	Reception batch Aug 24/20	Reception batch Aug 24/20	2020-08-24 277811
PERFECT MINDS AUG 25/20	50.00			0.00%	PERFECT MINDS AUG 25/20	PERFECT MINDS AUG 25/20	2020-08-25 277707
RECEPTION BATCH AUG 26/20	20.00			0.00%	RECEPTION BATCH AUG 26/20	RECEPTION BATCH AUG 26/20	2020-08-26 279766
Invoice Entry	1,085.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-08-27 283231
Invoice Entry	2,550.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-08-27 283232
VIC AUG 27/20	65.00			0.00%	VIC AUG 27/20	VIC AUG 27/20	2020-08-27 279709
PERFECT MINDS AUG 26-31 2020	25.00			0.00%	PERFECT MINDS AUG 26-31 2020	PERFECT MINDS AUG 26-31 2020	2020-08-31 283222
<b>Period 8 Total</b>	<b>4,035.00</b>						
PERFECT MINDS SEPT 1/20	20.00			0.00%	PERFECT MINDS SEPT 1/20	PERFECT MINDS SEPT 1/20	2020-09-01 281307
PERFECT MINDS SEPT 2/20	75.00			0.00%	PERFECT MINDS SEPT 2/20	PERFECT MINDS SEPT 2/20	2020-09-02 281308
PERFECT MINDS SEPT 3/20	25.00			0.00%	PERFECT MINDS SEPT 3/20	PERFECT MINDS SEPT 3/20	2020-09-03 283224
PERFECT MINDS SEPT 4-5/20	45.00			0.00%	PERFECT MINDS SEPT 4-5/20	PERFECT MINDS SEPT 4-5/20	2020-09-05 282014
RECEPTION BATCH SEPT 8/20	50.00			0.00%	RECEPTION BATCH SEPT 8/20	RECEPTION BATCH SEPT 8/20	2020-09-08 284143
PERFECT MINDS SEPT 10/20	20.00			0.00%	PERFECT MINDS SEPT 10/20	PERFECT MINDS SEPT 10/20	2020-09-10 285849
PERFECT MINDS SEPT 22/20	20.00			0.00%	PERFECT MINDS SEPT 22/20	PERFECT MINDS SEPT 22/20	2020-09-22 291725
VIC SEPT 22/20	25.00			0.00%	VIC SEPT 22/20	VIC SEPT 22/20	2020-09-22 293479
VIC SEPT 28 2020	50.00			0.00%	VIC SEPT 28 2020	VIC SEPT 28 2020	2020-09-28 302616
<b>Period 9 Total</b>	<b>330.00</b>						
PERFECT MINDS OCT 1/20	50.00			0.00%	PERFECT MINDS OCT 1/20	PERFECT MINDS OCT 1/20	2020-10-01 292954
VIC OCT 1 2020	50.00			0.00%	VIC OCT 1 2020	VIC OCT 1 2020	2020-10-01 299735
PERFECT MINDS OCT 2/3 2020	25.00			0.00%	PERFECT MINDS OCT 2/3 2020	PERFECT MINDS OCT 2/3 2020	2020-10-03 293483
PERFECT MINDS OCT 5/20	25.00			0.00%	PERFECT MINDS OCT 5/20	PERFECT MINDS OCT 5/20	2020-10-05 297205
VIC OCT 5/20	20.00			0.00%	VIC OCT 5/20	VIC OCT 5/20	2020-10-05 300002
PERFECT MINDS OCT 6/20	20.00			0.00%	PERFECT MINDS OCT 6/20	PERFECT MINDS OCT 6/20	2020-10-06 297206
RECEPTION OCT 6/20	40.00			0.00%	RECEPTION OCT 6/20	RECEPTION OCT 6/20	2020-10-06 294140
RECEPTION BATCH OCT 7/20	25.00			0.00%	RECEPTION BATCH OCT 7/20	RECEPTION BATCH OCT 7/20	2020-10-07 294820
PERFECT MINDS OCT 9 & 10/20	20.00			0.00%	PERFECT MINDS OCT 9 & 10/20	PERFECT MINDS OCT 9 & 10/20	2020-10-10 297446
VIC OCT 16/20	45.00			0.00%	VIC OCT 16/20	VIC OCT 16/20	2020-10-16 302623
PERFECT MINDS OCT 17 & 19/20	20.00			0.00%	PERFECT MINDS OCT 17 & 19/20	PERFECT MINDS OCT 17 & 19/20	2020-10-19 299426
PERFECT MINDS OCT 22/20	20.00			0.00%	PERFECT MINDS OCT 22/20	PERFECT MINDS OCT 22/20	2020-10-22 300103
RECEPTION OCT 22/20	40.00			0.00%	RECEPTION OCT 22/20	RECEPTION OCT 22/20	2020-10-22 299759
PERFECT MINDS OCT 26/20	70.00			0.00%	PERFECT MINDS OCT 26/20	PERFECT MINDS OCT 26/20	2020-10-26 301609
PERFECT MINDS OCT 27/20	20.00			0.00%	PERFECT MINDS OCT 27/20	PERFECT MINDS OCT 27/20	2020-10-27 302614
Invoice Entry	705.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-10-31 311071
Invoice Entry	1,260.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-10-31 311072
Invoice Entry	580.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-10-31 311073
Invoice Entry	410.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-10-31 311074
Invoice Entry	650.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-10-31 311075
Invoice Entry	1,000.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-10-31 311076
<b>Period 10 Total</b>	<b>5,095.00</b>						
RECEPTION NOV 3/20	25.00			0.00%	RECEPTION NOV 3/20	RECEPTION NOV 3/20	2020-11-03 304487
PERFECT MINDS NOV 4/20	50.00			0.00%	PERFECT MINDS NOV 4/20	PERFECT MINDS NOV 4/20	2020-11-04 308181
VIC NOV 5/20	50.00			0.00%	VIC NOV 5/20	VIC NOV 5/20	2020-11-05 310162
VIC NOV 9/20	20.00			0.00%	VIC NOV 9/20	VIC NOV 9/20	2020-11-09 310716
Invoice Entry	180.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-11-10 325139
PERFECT MINDS NOV 12/20	20.00			0.00%	PERFECT MINDS NOV 12/20	PERFECT MINDS NOV 12/20	2020-11-12 311026
VIC NOV 18/20	25.00			0.00%	VIC NOV 18/20	VIC NOV 18/20	2020-11-18 314356
VIC NOV 28/20	30.00			0.00%	VIC NOV 28/20	VIC NOV 28/20	2020-11-28 318032
Invoice Entry	1,140.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-11-30 328140
Invoice Entry	1,095.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-11-30 328141
PERFECT MINDS NOV 26,28&30	40.00			0.00%	PERFECT MINDS NOV 26,28&30	PERFECT MINDS NOV 26,28&30	2020-11-30 318035
<b>Period 11 Total</b>	<b>2,675.00</b>						
VIC DEC 2/2020	50.00			0.00%	VIC DEC 2/20	VIC DEC 2/2020	2020-12-02 322789
PERFECT MINDS DEC 3/20	20.00			0.00%	PERFECT MINDS DEC 3/20	PERFECT MINDS DEC 3/20	2020-12-03 325706
VIC DEC 4/20	20.00			0.00%	VIC DEC 4/20	VIC DEC 4/20	2020-12-04 322790
PERFECT MINDS DEC 5&8/20	20.00			0.00%	PERFECT MINDS DEC 5&8/20	PERFECT MINDS DEC 5&8/20	2020-12-08 325707
Transit internal transfer	400.00			0.00%	Transit internal transfer	Transit internal transfer	2020-12-09 330347
PERFECT MINDS DEC 10,12&14/20	35.00			0.00%	PERFECT MINDS DEC 10,12&14/20	PERFECT MINDS DEC 10,12&14/20	2020-12-14 328914
TRANSPORTATION SERV. OCT 2020	765.60			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases	2020-12-15 323430
TRANSPORTATION SERV. OCT 2020	1,287.50			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases	2020-12-15 323430
PERFECT MINDS DEC 29/20	125.00			0.00%	PERFECT MINDS DEC 29/20	PERFECT MINDS DEC 29/20	2020-12-29 328955
RECEPTION DEC 29/20	50.00			0.00%	RECEPTION DEC 29/20	RECEPTION DEC 29/20	2020-12-29 326534
PERFECT MINDS DEC 30/20	105.00			0.00%	PERFECT MINDS DEC 30/20	PERFECT MINDS DEC 30/20	2020-12-30 328957
2020 ytd transit adj	24,938.68			0.00%	2020 ytd transit adj	YTD 2020 entry for Colt fares	2020-12-31 354097
Invoice Entry	580.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-12-31 328142
Invoice Entry	-40.00			0.00%	Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2020-12-31 328142
Invoice Entry	670.00			0.00%	Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2020-12-31 328143
PERFECT MINDS DEC 31/20	150.00			0.00%	PERFECT MINDS DEC 31/20	PERFECT MINDS DEC 31/20	2020-12-31 330344
TRANSPORT SERV. DEC 2020	475.35			0.00%	TRANSPORT SERV. DEC 2020	Purchases	2020-12-31 335246
TRANSPORT SERV. DEC 2020	850.00			0.00%	TRANSPORT SERV. DEC 2020	Purchases	2020-12-31 335246
TRANSPORT SERV. NOV 2020	805.55			0.00%	TRANSPORT SERV. NOV 2020	Purchases	2020-12-31 335245

	YTD 2020	2020 Budget	Variance	%			
TRANSPORT SERV. NOV 2020	1,010.00			0.00%	TRANSPORT SERV. NOV 2020	Purchases	SOUTHLAND TRANSPORTATION LTD
Period 12 Total	32,317.68						2020-12-31 335245
31-00-4710-00 Total TRANSIT FARE	54,682.68		-54,682.68	0.00%			
31-00-4710-00 Total TRANSIT FARES	54,682.68		-54,682.68	0.00%			
<b>REGIONAL FARES:</b>							
31-00-4711-00 TRANSPORTATION SERV. OCT 2020	3,750.00			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases	SOUTHLAND TRANSPORTATION LTD
31-00-4711-00 TRANSPORT SERV. NOV 2020	680.95			0.00%	TRANSPORT SERV. NOV 2020	Purchases	SOUTHLAND TRANSPORTATION LTD
31-00-4711-00 Total REGIONAL TRANSIT SALES	4,430.95		-4,430.95	0.00%			2020-12-15 323430
31-00-4711-00 Total REGIONAL FARES	4,430.95		-4,430.95	0.00%			2020-12-31 335245
<b>PROVINCIAL GRANTS:</b>							
31-00-4840-00		100,000.00		0.00%			2020-01-01
Period 1 Total		100,000.00					
GOVT ALBERTA DIRECT DEPOSIT	632,140.00			0.00%	GOVT ALBERTA DIRECT DEPOSIT	GOVT ALBERTA DIRECT DEPOSIT	2020-03-26 230526
GOVT ALBERTA DIRECT DEPOSIT	288,300.00			0.00%	GOVT ALBERTA DIRECT DEPOSIT	GOVT ALBERTA DIRECT DEPOSIT	2020-03-31 230150
Period 3 Total	920,440.00						
GOVT ALBERTA DIRECT DEPOSIT	25,000.00			0.00%	GOVT ALBERTA DIRECT DEPOSIT	GOVT ALBERTA DIRECT DEPOSIT	2020-04-28 239618
Period 4 Total	25,000.00						
GTF FUNDS TO DEFERRED REVENUE	-845,440.00			0.00%	GTF FUNDS TO DEFERRED REVENUE	Move GTF to Deferred Revenue	2020-06-30 289478
Period 6 Total	-845,440.00						
2020 GRANTS DEF REV ADJ	20,862.29			0.00%	2020 GRANTS DEF REV ADJ	Record 2020 MSI Operating fund	2020-12-31 350459
YE GRANTS DEFERRED REVENUE	-100,000.00			0.00%	YE GRANTS DEFERRED REVENUE	Record GreenTRIP deposit to De	2020-12-31 346858
YE GRANTS DEFERRED REVENUE	100,000.00			0.00%	YE GRANTS DEFERRED REVENUE	Record 2020 MSI Operating fund	2020-12-31 346858
Period 12 Total	20,862.29						
31-00-4840-00 Total PROVINCIAL GRANTS	120,862.29	100,000.00	-20,862.29	(20.86%)			
31-00-4840-00 Total PROVINCIAL GRANTS	120,862.29	100,000.00	-20,862.29	(20.86%)			
<b>FROM OPERATING RESERVE:</b>							
31-00-4920-00		146,164.00		0.00%			2020-01-01
Period 1 Total		146,164.00					
CONTRIBUTION FROM OPERATING RE	146,164.00			0.00%	CONTRIBUTION FROM OPERATING RE	CONT FROM OPERATING RESERVES	2020-09-30 301178
Period 9 Total	146,164.00						
31-00-4920-00 Total FROM OPERATING RESERVE	146,164.00	146,164.00		0.00%			
31-00-4920-00 Total FROM OPERATING RESERVE	146,164.00	146,164.00		0.00%			
31-00-4980-00 OTHER REVENUES	326,139.92	367,236.00	41,096.08	11.19%			
<b>Expenses</b>							
<b>MEMBERSHIPS:</b>							
31-00-5214-00		1,035.00		0.00%			2020-01-01
31-00-5214-00 Total MEMBERSHIPS		1,035.00	1,035.00	100.00%			
31-00-5214-00 Total MEMBERSHIPS		1,035.00	1,035.00	100.00%			
<b>MOBILE COMMUNICATIONS:</b>							

	YTD 2020	2020 Budget	Variance	%			
31-00-5218-00							
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-02-04 228313
Period 2 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-03-04 240314
Period 3 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-04-04 240529
Period 4 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-05-04 253641
Period 5 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-06-04 268603
Period 6 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-07-04 295325
Period 7 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-08-04 293614
Period 8 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-09-04 305164
Period 9 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-10-04 318610
Period 10 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-11-04 325202
Period 11 Total	106.64						
4038515995	106.64			0.00%	4038515995	Purchases	TELUS COMMUNICATIONS INC. 2020-12-04 337415
Period 12 Total	106.64						
31-00-5218-00	Total MOBILE COMMUNICATIONS	1,173.04	-1,173.04	0.00%			
31-00-5218-00	Total MOBILE COMMUNICATIONS	1,173.04	-1,173.04	0.00%			
ADVERTISING: 31-00-5221-00							
Invoice Entry	73.05	25,000.00		0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-01-01 2020-01-31 209728
Period 1 Total	73.05	25,000.00					
Invoice Entry	25.80			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-03-04 219789
Period 3 Total	25.80						
Invoice Entry	32.55			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-08-27 283231
Period 8 Total	32.55						
Invoice Entry	12.30			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-10-31 311074
Invoice Entry	19.50			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-10-31 311075
Invoice Entry	30.00			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-10-31 311076
Period 10 Total	61.80						
Invoice Entry	5.40			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-11-10 325139
Invoice Entry	32.85			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-11-30 328141
Period 11 Total	38.25						
Invoice Entry	20.10			0.00%	Invoice Entry	Markdowns	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE 2020-12-31 328143
Period 12 Total	20.10						

	YTD 2020	2020 Budget	Variance	%			
31-00-5221-00	Total ADVERTISING	251.55	25,000.00	24,748.45	98.99%		
31-00-5221-00	Total ADVERTISING	251.55	25,000.00	24,748.45	98.99%		
PRINTING:							
31-00-5223-00			5,000.00		0.00%		2020-01-01
31-00-5223-00	Total PRINTING		5,000.00	5,000.00	100.00%		
31-00-5223-00	Total PRINTING		5,000.00	5,000.00	100.00%		
CONTRACT-REGIONAL:							
31-00-5238-00	TRANSPORT SERV. NOV 2020	4,101.30			0.00%	TRANSPORT SERV. NOV 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335245
31-00-5238-00	Total CONTRACT - REGIONAL TRANSIT S	4,101.30	-4,101.30		0.00%		
31-00-5238-00	Total CONTRACT-REGIONAL	4,101.30	-4,101.30		0.00%		
CONTRACT:							
31-00-5239-00	AP ADJUSTMENT		710,500.00		0.00%		2020-01-01
	Back Out Journal Entry 218754	-54,626.25			0.00%	AP ADJUSTMENT	2020-01-07 218754
	JAN 7, 2020 AP REV ACCRUAL	54,626.25			0.00%	Back Out Journal Entry 218754	2020-01-07 283875
	TRANSP SERVICE NOV 2019	-54,626.25			0.00%	JAN 7, 2020 AP REV ACCRUAL	2020-01-07 283877
		54,626.25			0.00%	TRANSP SERVICE NOV 2019	2020-01-07 200824
	Period 1 Total		710,500.00				
	TRANS SERV FEB 2020	51,666.72			0.00%	TRANS SERV FEB 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-04-23 239060
	TRANS SERV. DEC 2019	54,096.00			0.00%	TRANS SERV. DEC 2019	Purchases SOUTHLAND TRANSPORTATION LTD 2020-04-23 239058
	TRANS SERV. JAN 2020	51,240.57			0.00%	TRANS SERV. JAN 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-04-23 239059
	Period 4 Total	157,003.29					
	DNH*GODADDY.COM CAD	179.88			0.00%	DNH*GODADDY.COM CAD	LAURIE DRUKIER US BANK CANADA 2020-05-11 267996
	Period 5 Total	179.88					
	TRANSPORT SERV. MARCH 2020	45,557.06			0.00%	TRANSPORT SERV. MARCH 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-06-23 256475
	TRANSPORT SERV. APRIL 2020	28,402.67			0.00%	TRANSPORT SERV. APRIL 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-06-30 261736
	TRANSPORT SERV. MAY 2020	27,762.33			0.00%	TRANSPORT SERV. MAY 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-06-30 261737
	Period 6 Total	101,722.06					
	TRANSPORT SERV. JULY 2020	37,464.33			0.00%	TRANSPORT SERV. JULY 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-08-19 277212
	TRANSPORT SERV. JUNE 2020	38,220.33			0.00%	TRANSPORT SERV. JUNE 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-08-19 277211
	Period 8 Total	75,684.66					
	TRANS SERV. AUGUST 2020	32,898.89			0.00%	TRANS SERV. AUGUST 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-09-30 293067
	Period 9 Total	32,898.89					
	TRANSPORT SERV. SEPT 2020	33,039.62			0.00%	TRANSPORT SERV. SEPT 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-10-28 303154
	Period 10 Total	33,039.62					
	TRANSPORTATION SERV. OCT 2020	54,117.00			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-15 323430
	TRANSPORTATION SERV. OCT 2020	-6,237.00			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-15 323430
	TRANSPORTATION SERV. OCT 2020	454.50			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-15 323430
	TRANSPORTATION SERV. OCT 2020	735.33			0.00%	TRANSPORTATION SERV. OCT 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-15 323430
	2020 ytd transit adj	24,938.68			0.00%	2020 ytd transit adj	YTD 2020 entry for Colt fares 2020-12-31 354097
	TRANSPORT SERV. DEC 2020	43,848.00			0.00%	TRANSPORT SERV. DEC 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335246
	TRANSPORT SERV. DEC 2020	-1,764.00			0.00%	TRANSPORT SERV. DEC 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335246
	TRANSPORT SERV. DEC 2020	700.31			0.00%	TRANSPORT SERV. DEC 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335246
	TRANSPORT SERV. NOV 2020	54,117.00			0.00%	TRANSPORT SERV. NOV 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335245
	TRANSPORT SERV. NOV 2020	-5,040.00			0.00%	TRANSPORT SERV. NOV 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335245
	TRANSPORT SERV. NOV 2020	700.31			0.00%	TRANSPORT SERV. NOV 2020	Purchases SOUTHLAND TRANSPORTATION LTD 2020-12-31 335245
	Period 12 Total	166,570.13					
31-00-5239-00	Total CONTRACT	567,098.53	710,500.00	143,401.47	20.18%		
31-00-5239-00	Total CONTRACT	567,098.53	710,500.00	143,401.47	20.18%		

	YTD 2020	2020 Budget	Variance	%			
<b>INSURANCE:</b>							
31-00-5274-00							
AMSC INSURANCE ALL 2020/21	12,456.77			0.00%	AMSC INSURANCE ALL 2020/21	Purchases	AMSC INSURANCE SERVICES 2020-02-29 220590
31-00-5274-00	<u>12,456.77</u>		<u>-12,456.77</u>	<u>0.00%</u>			
31-00-5274-00	<u>12,456.77</u>		<u>-12,456.77</u>	<u>0.00%</u>			
<b>GENERAL SUPPLIES:</b>							
31-00-5510-00							
AP ADJUSTMENT	-88.68			0.00%	AP ADJUSTMENT		2020-01-07 218754
Back Out Journal Entry 218754	88.68			0.00%	Back Out Journal Entry 218754		2020-01-07 283875
COLT PASSES RATE RP 6A-24	88.68			0.00%	COLT PASSES RATE RP 6A-24	Purchases	GOLDEN WEST BROADCASTING LTD 2020-01-07 200775
JAN 7, 2020 AP REV ACCRUAL	-88.68			0.00%	JAN 7, 2020 AP REV ACCRUAL		2020-01-07 283877
JAN 2020 BUS LEASE B-11501	1,000.00			0.00%	JAN 2020 BUS LEASE B-11501	Purchases	CRESTLINE COACH LTD. 2020-01-09 200889
MONTHLY TRAN PASSES FEB-DEC20	724.00			0.00%	MONTHLY TRAN PASSES FEB-DEC20	Purchases	CANADA TICKET, TAG & LABEL PRINT SOLUTIONS 2020-01-09 200888
Period 1 Total	<u>1,724.00</u>						
CONSULTING ENGINEERS O	365.00			0.00%	CONSULTING ENGINEERS O	Purchases	US BANK CANADA 2020-02-10 228091
ANNUAL DUES CUTA	1,169.78			0.00%	ANNUAL DUES CUTA	Purchases	CANADIAN URBAN TRANSIT ASSOCIATION 2020-02-19 216181
COLT PASSES RATE	1,241.52			0.00%	COLT PASSES RATE	Purchases	GOLDEN WEST BROADCASTING LTD 2020-02-19 216242
FEB 2020 BUS LEASE B-11501	1,000.00			0.00%	FEB 2020 BUS LEASE B-11501	Purchases	CRESTLINE COACH LTD. 2020-02-19 216182
COLT BUS UNIT NUMBERS	85.00			0.00%	COLT BUS UNIT NUMBERS	Purchases	SIGNARAMA COCHRANE 2020-02-29 220689
Period 2 Total	<u>3,861.30</u>						
MARCH 2020 BUS LEASE B-11501	1,000.00			0.00%	MARCH 2020 BUS LEASE B-11501	Purchases	CRESTLINE COACH LTD. 2020-03-18 224514
COLT PASSES	80.30			0.00%	COLT PASSES	Purchases	SIGNARAMA COCHRANE 2020-03-31 233508
Period 3 Total	<u>1,080.30</u>						
LOADED/HOOKED/TOWED BUSES	367.77			0.00%	LOADED/HOOKED/TOWED BUSES	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR 2020-04-30 243491
LOADED/HOOKED/TOWED BUSES	367.77			0.00%	LOADED/HOOKED/TOWED BUSES	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR 2020-04-30 243492
LOADED/HOOKED/TOWED BUSES	367.77			0.00%	LOADED/HOOKED/TOWED BUSES	Purchases	BIG HILL TOWING & HEAVY DUTY REPAIR 2020-04-30 243493
Period 4 Total	<u>1,103.31</u>						
CANCELED PLATES/VEHICLE FIRST	45.00			0.00%	CANCELED PLATES/VEHICLE FIRST	Purchases	COCHRANE REGISTRIES 2020-05-27 248023
Period 5 Total	<u>45.00</u>						
COLT BUS VINYL REMOVAL	332.50			0.00%	COLT BUS VINYL REMOVAL	Purchases	SIGNARAMA COCHRANE 2020-07-23 266624
Period 7 Total	<u>332.50</u>						
AMAZON.CA*MJ96Y39E0	954.74			0.00%	AMAZON.CA*MJ96Y39E0	TREVOR BRYDGES	US BANK CANADA 2020-08-10 295560
DNH*GODADDY.COM	110.26			0.00%	DNH*GODADDY.COM	JULIE HASKILL	US BANK CANADA 2020-08-10 295439
Period 8 Total	<u>1,065.00</u>						
4IMPRINT	227.48			0.00%	4IMPRINT	JULIE HASKILL	US BANK CANADA 2020-09-10 309915
CANADIAN URBAN TRANSIT	350.00			0.00%	CANADIAN URBAN TRANSIT	DEVIN C LAFLECHE	US BANK CANADA 2020-09-10 310067
SMARTSHEET INC.	105.06			0.00%	SMARTSHEET INC.	AP TOWN OF COCHRANE	US BANK CANADA 2020-09-10 310146
SHOOTING/EDITING	515.00			0.00%	SHOOTING/EDITING	Purchases	CHRIS RONAK VIDEOGRAPHY 2020-09-30 292983
SOCKS/LANYARDS/CAPS	9,336.03			0.00%	SOCKS/LANYARDS/CAPS	Purchases	NIKSTAR PROMOTIONS 2020-09-30 293042
VALUE NON-WOVEN TOTE	216.65			0.00%	VALUE NON-WOVEN TOTE	Purchases	4IMPRINT INC 2020-09-30 293019
Period 9 Total	<u>10,750.22</u>						
FCM - FED.OF CDN MUN	70.00			0.00%	FCM - FED.OF CDN MUN	DEVIN C LAFLECHE	US BANK CANADA 2020-10-12 317689
MONTHLY TRANSIT PASSES	1,689.00			0.00%	MONTHLY TRANSIT PASSES	Purchases	CANADA TICKET, TAG & LABEL PRINT SOLUTIONS 2020-10-28 303075
Period 10 Total	<u>1,759.00</u>						
4IMPRINT	-216.65			0.00%	4IMPRINT	JULIE HASKILL	US BANK CANADA 2020-11-10 323940
FCM - FED.OF CDN MUN	-70.00			0.00%	FCM - FED.OF CDN MUN	DEVIN C LAFLECHE	US BANK CANADA 2020-11-10 324150
BOOKS OF COLT DEC PASSES	55.00			0.00%	BOOKS OF COLT DEC PASSES	Purchases	SATELLITE PRINTING LTD 2020-11-30 320819
FACIAL MASKS	932.78			0.00%	FACIAL MASKS	Purchases	NIKSTAR PROMOTIONS 2020-11-30 320760
Period 11 Total	<u>701.13</u>						
Transit internal transfer	400.00			0.00%	Transit internal transfer	Transit internal transfer	2020-12-09 330347
VISTAPR*VISTAPRINT.CA	89.20			0.00%	VISTAPR*VISTAPRINT.CA	JULIE HASKILL	US BANK CANADA 2020-12-10 330444
Period 12 Total	<u>489.20</u>						

		YTD 2020	2020 Budget	Variance	%
31-00-5510-00	Total GENERAL SUPPLIES	22,910.96		-22,910.96	0.00%
31-00-5510-00	Total GENERAL SUPPLIES	22,910.96		-22,910.96	0.00%
PROGRAM SUPPLIES:					
31-00-5511-00			22,000.00		0.00%
31-00-5511-00	Total PROGRAM SUPPLIES		22,000.00	22,000.00	100.00%
31-00-5511-00	Total PROGRAM SUPPLIES		22,000.00	22,000.00	100.00%
GRANTS TO ORGANIZATIONS:					
31-00-5770-00			232,752.00		0.00%
	ANNUAL GRANT	232,752.00		0.00%	ANNUAL GRANT
31-00-5770-00	Total GRANTS TO ORGANIZATIONS	232,752.00	232,752.00		0.00%
31-00-5770-00	Total GRANTS TO ORGANIZATIONS	232,752.00	232,752.00		0.00%
		840,744.15	996,287.00	155,542.85	15.61%
	<b>Surplus/Deficit</b>	<b>-514,604.23</b>	<b>-629,051.00</b>	<b>-114,446.77</b>	<b>18.19%</b>

2020-01-01

2020-01-01

2020-01-09 200899

Purchases

ROCKYVIEW REGIONAL HANDIBUS SOCIETY

Personal information redacted per Section 17(1) of the FOIP Act

TOWN OF COCHRANE  
2021 Transit Budget to Actual

	YTD 2021	2021 Budget	Variance	%				
<b>Revenues</b>								
PROGRAM FEES:								
31-00-4406-00								
31-00-4406-00	Total PROGRAM FEES	136,072.00	136,072.00	100.00%				
31-00-4406-00	Total PROGRAM FEES	136,072.00	136,072.00	100.00%				
TRANSIT FARES:								
31-00-4710-00	PERFECT MINDS JAN 4/21	110.00	0.00%	PERFECT MINDS JAN 4/21	PERFECT MINDS JAN 4/21	PERFECT MINDS JAN 4/21	2021-01-04	330345
	RECEPTION JAN 4/21	50.00	0.00%	RECEPTION JAN 4/21	RECEPTION JAN 4/21	RECEPTION JAN 4/21	2021-01-04	328170
	RECEPTION JAN 4/21	20.00	0.00%	RECEPTION JAN 4/21	RECEPTION JAN 4/21	RECEPTION JAN 4/21	2021-01-04	328171
	PERFECT MINDS JAN 5/21	50.00	0.00%	PERFECT MINDS JAN 5/21	PERFECT MINDS JAN 5/21	PERFECT MINDS JAN 5/21	2021-01-05	330346
	PERFECT MINDS JAN 6/21	25.00	0.00%	PERFECT MINDS JAN 6/21	PERFECT MINDS JAN 6/21	PERFECT MINDS JAN 6/21	2021-01-06	330348
	RECEPTION JAN 6/21	50.00	0.00%	RECEPTION JAN 6/21	RECEPTION JAN 6/21	RECEPTION JAN 6/21	2021-01-06	328776
	PERFECT MINDS JAN 7/21	50.00	0.00%	PERFECT MINDS JAN 7/21	PERFECT MINDS JAN 7/21	PERFECT MINDS JAN 7/21	2021-01-07	331571
	RECEPTION JAN 7/21	25.00	0.00%	RECEPTION JAN 7/21	RECEPTION JAN 7/21	RECEPTION JAN 7/21	2021-01-07	329398
	PERFECT MINDS JAN 11/21	65.00	0.00%	PERFECT MINDS JAN 11/21	PERFECT MINDS JAN 11/21	PERFECT MINDS JAN 11/21	2021-01-11	331979
	RECEPTION JAN 11/21	50.00	0.00%	RECEPTION JAN 11/21	RECEPTION JAN 11/21	RECEPTION JAN 11/21	2021-01-11	329735
	RECEPTION JAN 11/21	25.00	0.00%	RECEPTION JAN 11/21	RECEPTION JAN 11/21	RECEPTION JAN 11/21	2021-01-11	329741
	PERFECT MINDS JAN 12/21	105.00	0.00%	PERFECT MINDS JAN 12/21	PERFECT MINDS JAN 12/21	PERFECT MINDS JAN 12/21	2021-01-12	336293
	RECEPTION JAN 12/21	50.00	0.00%	RECEPTION JAN 12/21	RECEPTION JAN 12/21	RECEPTION JAN 12/21	2021-01-12	330786
	RECEPTION JAN 12/21	50.00	0.00%	RECEPTION JAN 12/21	RECEPTION JAN 12/21	RECEPTION JAN 12/21	2021-01-12	330812
	PERFECT MINDS JAN 13/21	50.00	0.00%	PERFECT MINDS JAN 13/21	PERFECT MINDS JAN 13/21	PERFECT MINDS JAN 13/21	2021-01-13	336294
	PERFECT MINDS JAN 18/21	80.00	0.00%	PERFECT MINDS JAN 18/21	PERFECT MINDS JAN 18/21	PERFECT MINDS JAN 18/21	2021-01-18	336299
	PERFECT MINDS JAN 19/21	70.00	0.00%	PERFECT MINDS JAN 19/21	PERFECT MINDS JAN 19/21	PERFECT MINDS JAN 19/21	2021-01-19	338457
	PERFECT MINDS DEC 19&21/20	20.00	0.00%	PERFECT MINDS DEC 19&21/20	PERFECT MINDS DEC 19&21/20	PERFECT MINDS DEC 19&21/20	2021-01-21	328920
	PERFECT MINDS JAN 25/21	45.00	0.00%	PERFECT MINDS JAN 25/21	PERFECT MINDS JAN 25/21	PERFECT MINDS JAN 25/21	2021-01-25	338458
	PERFECT MINDS JAN 21 & 27 2021	80.00	0.00%	PERFECT MINDS JAN 21 & 27 2021	PERFECT MINDS JAN 21 & 27 2021	PERFECT MINDS JAN 21 & 27 2021	2021-01-27	340603
	VIC JAN 27/21	20.00	0.00%	VIC JAN 27/21	VIC JAN 27/21	VIC JAN 27/21	2021-01-27	339126
	RECEPTION JAN 28/21	50.00	0.00%	RECEPTION JAN 28/21	RECEPTION JAN 28/21	RECEPTION JAN 28/21	2021-01-28	337217
	VIC JAN 28/21	25.00	0.00%	VIC JAN 28/21	VIC JAN 28/21	VIC JAN 28/21	2021-01-28	340606
	PERFECT MINDS JAN 29/21	235.00	0.00%	PERFECT MINDS JAN 29/21	PERFECT MINDS JAN 29/21	PERFECT MINDS JAN 29/21	2021-01-29	340605
Period 1 Total		1,400.00						
PERFECT MINDS FEB 1/21	375.00	0.00%	PERFECT MINDS FEB 1/21	PERFECT MINDS FEB 1/21	PERFECT MINDS FEB 1/21	PERFECT MINDS FEB 1/21	2021-02-01	352194
RECEPTION FEB 1/21	50.00	0.00%	RECEPTION FEB 1/21	RECEPTION FEB 1/21	RECEPTION FEB 1/21	RECEPTION FEB 1/21	2021-02-01	338388
RECEPTION FEB 1/21	50.00	0.00%	RECEPTION FEB 1/21	RECEPTION FEB 1/21	RECEPTION FEB 1/21	2021-02-01	338394	
RECEPTION FEB 1/21	25.00	0.00%	RECEPTION FEB 1/21	RECEPTION FEB 1/21	RECEPTION FEB 1/21	2021-02-01	338402	
RECEPTION FEB 1/21	50.00	0.00%	RECEPTION FEB 1/21	RECEPTION FEB 1/21	RECEPTION FEB 1/21	2021-02-01	338403	
RECEPTION FEB 1/21	25.00	0.00%	RECEPTION FEB 1/21	RECEPTION FEB 1/21	RECEPTION FEB 1/21	2021-02-01	338404	
PERFECT MINDS FEB 2/21	220.00	0.00%	PERFECT MINDS FEB 2/21	PERFECT MINDS FEB 2/21	PERFECT MINDS FEB 2/21	2021-02-02	352195	
RECEPTION FEB 2/21	50.00	0.00%	RECEPTION FEB 2/21	RECEPTION FEB 2/21	RECEPTION FEB 2/21	2021-02-02	338911	
PERFECT MINDS FEB 4/21	80.00	0.00%	PERFECT MINDS FEB 4/21	PERFECT MINDS FEB 4/21	PERFECT MINDS FEB 4/21	2021-02-04	352196	
RECEPTION FEB 4/21	30.00	0.00%	RECEPTION FEB 4/21	RECEPTION FEB 4/21	RECEPTION FEB 4/21	2021-02-04	339265	
VIC FEB 4/21	25.00	0.00%	VIC FEB 4/21	VIC FEB 4/21	VIC FEB 4/21	2021-02-04	352859	
PERFECT MINDS FEB 5/21	20.00	0.00%	PERFECT MINDS FEB 5/21	PERFECT MINDS FEB 5/21	PERFECT MINDS FEB 5/21	2021-02-05	352197	
VIC FEB 5&6/21	30.00	0.00%	VIC FEB 5&6/21	VIC FEB 5&6/21	VIC FEB 5&6/21	2021-02-06	352943	
RECEPTION FEB 8/21	25.00	0.00%	RECEPTION FEB 8/21	RECEPTION FEB 8/21	RECEPTION FEB 8/21	2021-02-08	342216	
PERFECT MINDS FEB 12/21	80.00	0.00%	PERFECT MINDS FEB 12/21	PERFECT MINDS FEB 12/21	PERFECT MINDS FEB 12/21	2021-02-12	352201	
PERFECT MINDS FEB 17/21	20.00	0.00%	PERFECT MINDS FEB 17/21	PERFECT MINDS FEB 17/21	PERFECT MINDS FEB 17/21	2021-02-17	352203	
PERFECT MINDS FEB 18/21	65.00	0.00%	PERFECT MINDS FEB 18/21	PERFECT MINDS FEB 18/21	PERFECT MINDS FEB 18/21	2021-02-18	352218	
PERFECT MINDS FEB 19/21	20.00	0.00%	PERFECT MINDS FEB 19/21	PERFECT MINDS FEB 19/21	PERFECT MINDS FEB 19/21	2021-02-19	352219	
VIC FEB 19/21	20.00	0.00%	VIC FEB 19/21	VIC FEB 19/21	VIC FEB 19/21	2021-02-19	352963	
PERFECT MINDS FEB 22/21	50.00	0.00%	PERFECT MINDS FEB 22/21	PERFECT MINDS FEB 22/21	PERFECT MINDS FEB 22/21	2021-02-22	352221	
VIC FEB 22/21	25.00	0.00%	VIC FEB 22/21	VIC FEB 22/21	VIC FEB 22/21	2021-02-22	352964	
TRANSPORTATION SERV JAN 2021	1,594.05	0.00%	TRANSPORTATION SERV JAN 2021	Purchases	SOUTHLAND TRANSPORTATION LTD	2021-02-23	347374	
TRANSPORTATION SERV JAN 2021	1,132.50	0.00%	TRANSPORTATION SERV JAN 2021	Purchases	SOUTHLAND TRANSPORTATION LTD	2021-02-23	347374	
VIC FEB 23/21	50.00	0.00%	VIC FEB 23/21	VIC FEB 23/21	VIC FEB 23/21	2021-02-23	352965	
PERFECT MINDS FEB 24/21	205.00	0.00%	PERFECT MINDS FEB 24/21	PERFECT MINDS FEB 24/21	PERFECT MINDS FEB 24/21	2021-02-24	352223	
VIC FEB 24/21	20.00	0.00%	VIC FEB 24/21	VIC FEB 24/21	VIC FEB 24/21	2021-02-24	353078	
PERFECT MINDS FEB 25/21	25.00	0.00%	PERFECT MINDS FEB 25/21	PERFECT MINDS FEB 25/21	PERFECT MINDS FEB 25/21	2021-02-25	352326	
PERFECT MINDS FEB 26/21	150.00	0.00%	PERFECT MINDS FEB 26/21	PERFECT MINDS FEB 26/21	PERFECT MINDS FEB 26/21	2021-02-26	352334	
RECEPTION FEB 26/21	25.00	0.00%	RECEPTION FEB 26/21	RECEPTION FEB 26/21	RECEPTION FEB 26/21	2021-02-26	348080	
Period 2 Total		4,536.55						
PERFECT MINDS MAR 1/21	75.00	0.00%	PERFECT MINDS MAR 1/21	PERFECT MINDS MAR 1/21	PERFECT MINDS MAR 1/21	2021-03-01	352335	
RECEPTION MARCH 1/21	25.00	0.00%	RECEPTION MARCH 1/21	RECEPTION MARCH 1/21	RECEPTION MARCH 1/21	2021-03-01	349081	
RECEPTION MARCH 1/21	50.00	0.00%	RECEPTION MARCH 1/21	RECEPTION MARCH 1/21	RECEPTION MARCH 1/21	2021-03-01	349082	
VIC MAR 1/21	150.00	0.00%	VIC MAR 1/21	VIC MAR 1/21	VIC MAR 1/21	2021-03-01	355140	
PERFECT MINDS MAR 2/21	170.00	0.00%	PERFECT MINDS MAR 2/21	PERFECT MINDS MAR 2/21	PERFECT MINDS MAR 2/21	2021-03-02	352336	
PERFECT MINDS MAR 3/21	70.00	0.00%	PERFECT MINDS MAR 3/21	PERFECT MINDS MAR 3/21	PERFECT MINDS MAR 3/21	2021-03-03	352337	
VIC MAR 3/21	90.00	0.00%	VIC MAR 3/21	VIC MAR 3/21	VIC MAR 3/21	2021-03-03	355720	
PERFECT MINDS MAR 4/21	30.00	0.00%	PERFECT MINDS MAR 4/21	PERFECT MINDS MAR 4/21	PERFECT MINDS MAR 4/21	2021-03-04	352338	

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	YTD 2021	2021 Budget	Variance	%			
PERFECT MINDS MAR 5/21	75.00			0.00%	PERFECT MINDS MAR 5/21	PERFECT MINDS MAR 5/21	2021-03-05 352517
RECEPTION MARCH 5/21	25.00			0.00%	RECEPTION MARCH 5/21	RECEPTION MARCH 5/21	2021-03-05 350512
RECEPTION MAR 9/21	25.00			0.00%	RECEPTION MAR 9/21	RECEPTION MAR 9/21	2021-03-09 351969
PERFECT MINDS MAR 12/21	80.00			0.00%	PERFECT MINDS MAR 12/21	PERFECT MINDS MAR 12/21	2021-03-12 354173
VIC MAR 15/21	25.00			0.00%	VIC MAR 15/21	VIC MAR 15/21	2021-03-15 355167
RECEPTION MAR 17/21	20.00			0.00%	RECEPTION MAR 17/21	RECEPTION MAR 17/21	2021-03-17 354575
VIC MAR 17/21	25.00			0.00%	VIC MAR 17/21	VIC MAR 17/21	2021-03-17 355376
RECEPTION MAR 19/21	40.00			0.00%	RECEPTION MAR 19/21	RECEPTION MAR 19/21	2021-03-19 355271
PERFECT MINDS MAR 22/21	60.00			0.00%	PERFECT MINDS MAR 22/21	PERFECT MINDS MAR 22/21	2021-03-22 356320
PERFECT MINDS MAR 24/21	20.00			0.00%	PERFECT MINDS MAR 24/21	PERFECT MINDS MAR 24/21	2021-03-24 356420
TRANSPORTATION SERV FEB 2021	1,347.10			0.00%	TRANSPORTATION SERV FEB 2021	Purchases	2021-03-25 356930
TRANSPORTATION SERV FEB 2021	1,040.00			0.00%	TRANSPORTATION SERV FEB 2021	Purchases	2021-03-25 356930
VIC MAR 25/21	20.00			0.00%	VIC MAR 25/21	VIC MAR 25/21	2021-03-25 357437
PERFECT MINDS MAR 26/21	20.00			0.00%	PERFECT MINDS MAR 26/21	PERFECT MINDS MAR 26/21	2021-03-26 357559
RECEPTION MAR 26/21	25.00			0.00%	RECEPTION MAR 26/21	RECEPTION MAR 26/21	2021-03-26 357421
VIC MAR 26/21	20.00			0.00%	VIC MAR 26/21	VIC MAR 26/21	2021-03-26 358152
RECEPTION MAR 29/21	25.00			0.00%	RECEPTION MAR 29/21	RECEPTION MAR 29/21	2021-03-29 358124
PERFECT MINDS MAR 30/21	50.00			0.00%	PERFECT MINDS MAR 30/21	PERFECT MINDS MAR 30/21	2021-03-30 359188
VIC MAR 30/21	25.00			0.00%	VIC MAR 30/21	VIC MAR 30/21	2021-03-30 359190
PERFECT MINDS MAR 31/21	125.00			0.00%	PERFECT MINDS MAR 31/21	PERFECT MINDS MAR 31/21	2021-03-31 360552
RECEPTION MAR 31/21	50.00			0.00%	RECEPTION MAR 31/21	RECEPTION MAR 31/21	2021-03-31 359270
VIC MAR 31/21	50.00			0.00%	VIC MAR 31/21	VIC MAR 31/21	2021-03-31 361112
<b>Period 3 Total</b>	<b>3,852.10</b>						
VIC APR 1/21	50.00			0.00%	VIC APR 1/21	VIC APR 1/21	2021-04-01 361227
PERFECT MINDS APRIL 1 AND 2/21	75.00			0.00%	PERFECT MINDS APRIL 1 AND 2/21	PERFECT MINDS APRIL 1 AND 2/21	2021-04-02 360553
PERFECT MINDS APR 6/21	50.00			0.00%	PERFECT MINDS APR 6/21	PERFECT MINDS APR 6/21	2021-04-06 361178
RECEPTION APR 6/21	25.00			0.00%	RECEPTION APR 6/21	RECEPTION APR 6/21	2021-04-06 361011
PERFECT MINDS APR 7/21	25.00			0.00%	PERFECT MINDS APR 7/21	PERFECT MINDS APR 7/21	2021-04-07 361179
PERFECT MINDS APRIL 9/21	25.00			0.00%	PERFECT MINDS APRIL 9/21	PERFECT MINDS APRIL 9/21	2021-04-09 363250
PERFECT MINDS APR 12/21	95.00			0.00%	PERFECT MINDS APR 12/21	PERFECT MINDS APR 12/21	2021-04-12 363316
RECEPTION APR 12/21	20.00			0.00%	RECEPTION APR 12/21	RECEPTION APR 12/21	2021-04-12 362066
RECEPTION APR 14/21	25.00			0.00%	RECEPTION APR 14/21	RECEPTION APR 14/21	2021-04-14 363530
PERFECT MINDS APRIL 16/21	20.00			0.00%	PERFECT MINDS APRIL 16/21	PERFECT MINDS APRIL 16/21	2021-04-16 365748
RECEPTION APR 16/21	20.00			0.00%	RECEPTION APR 16/21	RECEPTION APR 16/21	2021-04-16 364224
VIC APRIL 16/21	20.00			0.00%	VIC APRIL 16/21	VIC APRIL 16/21	2021-04-16 373326
PERFECT MINDS APRIL 21/21	40.00			0.00%	PERFECT MINDS APRIL 21/21	PERFECT MINDS APRIL 21/21	2021-04-21 366588
TRANSPORTATION SERV MARCH 2021	1,497.10			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	2021-04-22 366744
TRANSPORTATION SERV MARCH 2021	1,687.50			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	2021-04-22 366744
PERFECT MINDS APRIL 22/23 2021	20.00			0.00%	PERFECT MINDS APRIL 22/23 2021	PERFECT MINDS APRIL 22/23 2021	2021-04-23 367252
VIC APRIL 24/21	20.00			0.00%	VIC APRIL 24/21	VIC APRIL 24/21	2021-04-24 373421
PERFECT MINDS APRIL 26/21	50.00			0.00%	PERFECT MINDS APRIL 26/21	PERFECT MINDS APRIL 26/21	2021-04-26 368366
RECEPTION APR 26, 2021	45.00			0.00%	RECEPTION APR 26, 2021	RECEPTION APR 26, 2021	2021-04-26 367760
PERFECT MINDS APRIL 27/21	60.00			0.00%	PERFECT MINDS APRIL 27/21	PERFECT MINDS APRIL 27/21	2021-04-27 368719
RECEPTION APR 27, 2021	50.00			0.00%	RECEPTION APR 27, 2021	RECEPTION APR 27, 2021	2021-04-27 368325
PERFECT MINDS APRIL 28/21	100.00			0.00%	PERFECT MINDS APRIL 28/21	PERFECT MINDS APRIL 28/21	2021-04-28 368813
PERFECT MINDS APRIL 29/21	110.00			0.00%	PERFECT MINDS APRIL 29/21	PERFECT MINDS APRIL 29/21	2021-04-29 370587
VIC APRIL 29/21	50.00			0.00%	VIC APRIL 29/21	VIC APRIL 29/21	2021-04-29 374064
PERFECT MINDS APRIL 30/21	200.00			0.00%	PERFECT MINDS APRIL 30/21	PERFECT MINDS APRIL 30/21	2021-04-30 370588
RECEPTION APR 30/21	50.00			0.00%	RECEPTION APR 30/21	RECEPTION APR 30/21	2021-04-30 369563
<b>Period 4 Total</b>	<b>4,429.60</b>						
PERFECT MINDS MAY 1/3 2021	75.00			0.00%	PERFECT MINDS MAY 1/3 2021	PERFECT MINDS MAY 1/3 2021	2021-05-03 370600
RECEPTION MAY 3/21	25.00			0.00%	RECEPTION MAY 3/21	RECEPTION MAY 3/21	2021-05-03 370197
RECEPTION MAY 3/21	20.00			0.00%	RECEPTION MAY 3/21	RECEPTION MAY 3/21	2021-05-03 370217
RECEPTION MAY 3/21	20.00			0.00%	RECEPTION MAY 3/21	RECEPTION MAY 3/21	2021-05-03 370234
VIC MAY 3/21	75.00			0.00%	VIC MAY 3/21	VIC MAY 3/21	2021-05-03 374409
PERFECT MINDS MAY 4/21	50.00			0.00%	PERFECT MINDS MAY 4/21	PERFECT MINDS MAY 4/21	2021-05-04 370760
VIC MAY 4/21	20.00			0.00%	VIC MAY 4/21	VIC MAY 4/21	2021-05-04 374414
PERFECT MINDS MAY 5/21	50.00			0.00%	PERFECT MINDS MAY 5/21	PERFECT MINDS MAY 5/21	2021-05-05 370921
PERFECT MINDS MAY 6/21	50.00			0.00%	PERFECT MINDS MAY 6/21	PERFECT MINDS MAY 6/21	2021-05-06 371425
PERFECT MINDS MAY 10/21	50.00			0.00%	PERFECT MINDS MAY 10/21	PERFECT MINDS MAY 10/21	2021-05-10 372996
PERFECT MINDS MAY 12/21	150.00			0.00%	PERFECT MINDS MAY 12/21	PERFECT MINDS MAY 12/21	2021-05-12 373279
PERFECT MINDS MAY 13/21	75.00			0.00%	PERFECT MINDS MAY 13/21	PERFECT MINDS MAY 13/21	2021-05-13 373440
PERFECT MINDS MAY 21/21	20.00			0.00%	PERFECT MINDS MAY 21/21	PERFECT MINDS MAY 21/21	2021-05-21 379145
PERFECT MINDS MAY 25/21	50.00			0.00%	PERFECT MINDS MAY 25/21	PERFECT MINDS MAY 25/21	2021-05-25 377235
PERFECT MINDS MAY 26/21	60.00			0.00%	PERFECT MINDS MAY 26/21	PERFECT MINDS MAY 26/21	2021-05-26 398937
PERFECT MINDS MAY 27/21	65.00			0.00%	PERFECT MINDS MAY 27/21	PERFECT MINDS MAY 27/21	2021-05-27 379147
PERFECT MINDS MAY 28/21	230.00			0.00%	PERFECT MINDS MAY 28/21	PERFECT MINDS MAY 28/21	2021-05-28 379106
PERFECT MINDS MAY 31/21	250.00			0.00%	PERFECT MINDS MAY 31/21	PERFECT MINDS MAY 31/21	2021-05-31 379107
TRANSPORT SERVICE MAY 2021	1,052.95			0.00%	TRANSPORT SERVICE MAY 2021	Purchases	2021-05-31 386207
TRANSPORT SERVICE MAY 2021	1,312.50			0.00%	TRANSPORT SERVICE MAY 2021	Purchases	2021-05-31 386207
TRANSPORT SERVICE APRIL 2021	1,382.65			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	2021-05-31 386208
TRANSPORT SERVICE APRIL 2021	1,495.00			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	2021-05-31 386208
TRANSPORT SERVICE APRIL 2021	-67.50			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	2021-05-31 386208
<b>Period 5 Total</b>	<b>6,510.60</b>						
PERFECT MINDS JUNE 1/21	445.00			0.00%	PERFECT MINDS JUNE 1/21	PERFECT MINDS JUNE 1/21	2021-06-01 381110

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	YTD 2021	2021 Budget	Variance	%				
VIC JUNE 1/21	75.00			0.00%	VIC JUNE 1/21	VIC JUNE 1/21		2021-06-01 380853
PERFECT MINDS JUNE 3/21	25.00			0.00%	PERFECT MINDS JUNE 3/21	PERFECT MINDS JUNE 3/21		2021-06-03 382618
PERFECT MINDS JUNE 4/21	50.00			0.00%	PERFECT MINDS JUNE 4/21	PERFECT MINDS JUNE 4/21		2021-06-04 382615
VIC JUNE 4/21	25.00			0.00%	VIC JUNE 4/21	VIC JUNE 4/21		2021-06-04 382607
PERFECT MINDS JUNE 7/21	100.00			0.00%	PERFECT MINDS JUNE 7/21	PERFECT MINDS JUNE 7/21		2021-06-07 382756
RECEPTION JUNE 7/21	25.00			0.00%	RECEPTION JUNE 7/21	RECEPTION JUNE 7/21		2021-06-07 382106
VIC JUNE 7/21	100.00			0.00%	VIC JUNE 7/21	VIC JUNE 7/21		2021-06-07 382613
PERFECT MINDS JUNE 8/21	45.00			0.00%	PERFECT MINDS JUNE 8/21	PERFECT MINDS JUNE 8/21		2021-06-08 383508
RECEPTION JUNE 8/21	20.00			0.00%	RECEPTION JUNE 8/21	RECEPTION JUNE 8/21		2021-06-08 382707
RECEPTION JUNE 8/21	25.00			0.00%	RECEPTION JUNE 8/21	RECEPTION JUNE 8/21		2021-06-08 382719
PERFECT MINDS JUNE 15/21	20.00			0.00%	PERFECT MINDS JUNE 15/21	PERFECT MINDS JUNE 15/21		2021-06-15 385748
PERFECT MINDS JUNE 16/21	40.00			0.00%	PERFECT MINDS JUNE 16/21	PERFECT MINDS JUNE 16/21		2021-06-16 385749
PERFECT MINDS JUNE 17/21	20.00			0.00%	PERFECT MINDS JUNE 17/21	PERFECT MINDS JUNE 17/21		2021-06-17 386532
RECEPTION JUNE 17/21	40.00			0.00%	RECEPTION JUNE 17/21	RECEPTION JUNE 17/21		2021-06-17 386455
VIC JUNE 18/21	20.00			0.00%	VIC JUNE 18/21	VIC JUNE 18/21		2021-06-18 388657
VIC JUNE 21/21	45.00			0.00%	VIC JUNE 21/21	VIC JUNE 21/21		2021-06-21 389039
PERFECT MINDS JUNE 22/21	40.00			0.00%	PERFECT MINDS JUNE 22/21	PERFECT MINDS JUNE 22/21		2021-06-22 390011
VIC JUNE 23/21	40.00			0.00%	VIC JUNE 23/21	VIC JUNE 23/21		2021-06-23 390012
PERFECT MINDS JUNE 24/21	25.00			0.00%	PERFECT MINDS JUNE 24/21	PERFECT MINDS JUNE 24/21		2021-06-24 393275
PERFECT MINDS JUNE 25/21	50.00			0.00%	PERFECT MINDS JUNE 25/21	PERFECT MINDS JUNE 25/21		2021-06-25 393276
RECEPTION JUNE 25/21	25.00			0.00%	RECEPTION JUNE 25/21	RECEPTION JUNE 25/21		2021-06-25 389939
VIC JUNE 26/21	50.00			0.00%	VIC JUNE 26/21	VIC JUNE 26/21		2021-06-26 393274
PERFECT MINDS JUNE 28/21	25.00			0.00%	PERFECT MINDS JUNE 28/21	PERFECT MINDS JUNE 28/21		2021-06-28 391951
VIC JUNE 28/21	75.00			0.00%	VIC JUNE 28/21	VIC JUNE 28/21		2021-06-28 391703
PERFECT MINDS JUNE 30/21	125.00			0.00%	PERFECT MINDS JUNE 30/21	PERFECT MINDS JUNE 30/21		2021-06-30 394707
TRANSPORTATION SERV. JUNE 2021	1,281.95			0.00%	TRANSPORTATION SERV. JUNE 2021	Purchases		2021-06-30 397468
TRANSPORTATION SERV. JUNE 2021	1,657.50			0.00%	TRANSPORTATION SERV. JUNE 2021	Purchases		2021-06-30 397468
TRANSPORTATION SERV. JUNE 2021	540.00			0.00%	TRANSPORTATION SERV. JUNE 2021	Purchases		2021-06-30 397468
<b>Period 6 Total</b>	<b>5,054.45</b>							
PERFECT MINDS JULY 2/21	25.00			0.00%	PERFECT MINDS JULY 2/21	PERFECT MINDS JULY 2/21		2021-07-02 394708
RECEPTION JULY 2/21	100.00			0.00%	RECEPTION JULY 2/21	RECEPTION JULY 2/21		2021-07-02 393484
VIC JUNE 30/21	50.00			0.00%	VIC JUNE 30/21	VIC JUNE 30/21		2021-07-02 393432
PERFECT MINDS JULY 5/21	20.00			0.00%	PERFECT MINDS JULY 5/21	PERFECT MINDS JULY 5/21		2021-07-05 394710
PERFECT MINDS JULY 6/21	80.00			0.00%	PERFECT MINDS JULY 6/21	PERFECT MINDS JULY 6/21		2021-07-06 394808
VIC JULY 7/21	50.00			0.00%	VIC JULY 7/21	VIC JULY 7/21		2021-07-07 394971
PERFECT MINDS JULY 8/21	80.00			0.00%	PERFECT MINDS JULY 8/21	PERFECT MINDS JULY 8/21		2021-07-08 395169
PERFECT MINDS JULY 9/21	40.00			0.00%	PERFECT MINDS JULY 9/21	PERFECT MINDS JULY 9/21		2021-07-09 395857
VIC JULY 12/21	25.00			0.00%	VIC JULY 12/21	VIC JULY 12/21		2021-07-12 396935
RECEPTION JULY 13/21	25.00			0.00%	RECEPTION JULY 13/21	RECEPTION JULY 13/21		2021-07-13 396504
PERFECT MINDS JULY 14/21	75.00			0.00%	PERFECT MINDS JULY 14/21	PERFECT MINDS JULY 14/21		2021-07-14 396936
RECEPTION JULY 15/21	20.00			0.00%	RECEPTION JULY 15/21	RECEPTION JULY 15/21		2021-07-15 397296
PERFECT MINDS JULY 16/21	40.00			0.00%	PERFECT MINDS JULY 16/21	PERFECT MINDS JULY 16/21		2021-07-16 398905
RECEPTION JULY 16, 2021	100.00			0.00%	RECEPTION JULY 16, 2021	RECEPTION JULY 16, 2021		2021-07-16 397729
VIC JULY 17/21	20.00			0.00%	VIC JULY 17/21	VIC JULY 17/21		2021-07-17 398323
VIC JULY 19/21	50.00			0.00%	VIC JULY 19/21	VIC JULY 19/21		2021-07-19 398903
PERFECT MINDS JULY 26/21	40.00			0.00%	PERFECT MINDS JULY 26/21	PERFECT MINDS JULY 26/21		2021-07-26 402091
REFUND COLT PASS PURCHASE	-30.00			0.00%	REFUND COLT PASS PURCHASE	Purchases		2021-07-27 402641
PERFECT MINDS JULY 28/21	100.00			0.00%	PERFECT MINDS JULY 28/21	PERFECT MINDS JULY 28/21		2021-07-28 402668
PERFECT MINDS JULY 29 & 30/21	20.00			0.00%	PERFECT MINDS JULY 29 & 30/21	PERFECT MINDS JULY 29 & 30/21		2021-07-29 404381
VIC JULY 29/21	25.00			0.00%	VIC JULY 29/21	VIC JULY 29/21		2021-07-29 404382
TRANSPORTATION SERVICE JULY/21	1,546.90			0.00%	TRANSPORTATION SERVICE JULY/21	Purchases		2021-07-31 406907
TRANSPORTATION SERVICE JULY/21	1,542.50			0.00%	TRANSPORTATION SERVICE JULY/21	Purchases		2021-07-31 406907
TRANSPORTATION SERVICE JULY/21	760.00			0.00%	TRANSPORTATION SERVICE JULY/21	Purchases		2021-07-31 406907
VIC JULY 31/21	50.00			0.00%	VIC JULY 31/21	VIC JULY 31/21		2021-07-31 404384
<b>Period 7 Total</b>	<b>4,854.40</b>							
RECEPTION AUG 3/21	100.00			0.00%	RECEPTION AUG 3/21	RECEPTION AUG 3/21		2021-08-03 404058
VIC AUG 3/21	75.00			0.00%	VIC AUG 3/21	VIC AUG 3/21		2021-08-03 404385
PERFECT MINDS AUG 4/21	75.00			0.00%	PERFECT MINDS AUG 4/21	PERFECT MINDS AUG 4/21		2021-08-04 404539
VIC AUG 4/21	50.00			0.00%	VIC AUG 4/21	VIC AUG 4/21		2021-08-04 405515
RECEPTION AUG 5/21	20.00			0.00%	RECEPTION AUG 5/21	RECEPTION AUG 5/21		2021-08-05 404424
RECEPTION AUG 6/21	25.00			0.00%	RECEPTION AUG 6/21	RECEPTION AUG 6/21		2021-08-06 404737
PERFECT MINDS AUG 9/21	40.00			0.00%	PERFECT MINDS AUG 9/21	PERFECT MINDS AUG 9/21		2021-08-09 406159
PERFECT MINDS AUG 11/21	20.00			0.00%	PERFECT MINDS AUG 11/21	PERFECT MINDS AUG 11/21		2021-08-11 406466
VIC Aug 12/21	20.00			0.00%	VIC Aug 12/21	VIC Aug 12/21		2021-08-12 408692
VIC Aug 14/21	75.00			0.00%	VIC Aug 14/21	VIC Aug 14/21		2021-08-14 408693
PERFECT MINDS AUG 16/21	80.00			0.00%	PERFECT MINDS AUG 16/21	PERFECT MINDS AUG 16/21		2021-08-16 408937
PERFECT MINDS AUG 17/21	20.00			0.00%	PERFECT MINDS AUG 17/21	PERFECT MINDS AUG 17/21		2021-08-17 410855
RECEPTION AUG 17/21	20.00			0.00%	RECEPTION AUG 17/21	RECEPTION AUG 17/21		2021-08-17 408448
PERFECT MINDS AUG 18/21	40.00			0.00%	PERFECT MINDS AUG 18/21	PERFECT MINDS AUG 18/21		2021-08-18 408942
PERFECT MINDS AUG 20/21	40.00			0.00%	PERFECT MINDS AUG 20/21	PERFECT MINDS AUG 20/21		2021-08-20 410475
PERFECT MINDS AUG 24/21	25.00			0.00%	PERFECT MINDS AUG 24/21	PERFECT MINDS AUG 24/21		2021-08-24 412676
RECEPTION AUG 26/21	20.00			0.00%	RECEPTION AUG 26/21	RECEPTION AUG 26/21		2021-08-26 410839
PERFECT MINDS AUG 27/21	70.00			0.00%	PERFECT MINDS AUG 27/21	PERFECT MINDS AUG 27/21		2021-08-27 412416
VIC AUG 28/21	50.00			0.00%	VIC AUG 28/21	VIC AUG 28/21		2021-08-28 411745
Invoice Entry	1,200.00			0.00%	Invoice Entry	Sales		2021-08-30 414451
Invoice Entry	300.00			0.00%	Invoice Entry	Sales		2021-08-30 414452
Invoice Entry	775.00			0.00%	Invoice Entry	Sales		2021-08-30 414453

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	YTD 2021	2021 Budget	Variance	%				
Invoice Entry	455.00			0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2021-08-30 414454
Invoice Entry	275.00			0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-08-30 414455
Invoice Entry	125.00			0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-08-30 414456
Invoice Entry	425.00			0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-08-30 414457
Invoice Entry	300.00			0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2021-08-30 414458
Invoice Entry	225.00			0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2021-08-30 414459
Invoice Entry	630.00			0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2021-08-30 414460
PERFECT MINDS AUG 30/21	50.00			0.00%	PERFECT MINDS AUG 30/21	PERFECT MINDS AUG 30/21	PERFECT MINDS AUG 30/21	2021-08-30 412656
RECEPTION AUG 30/21	20.00			0.00%	RECEPTION AUG 30/21	COCHRANE RESIDENT	RECEPTION AUG 30/21	2021-08-30 411757
RECEPTION AUG 30/21	25.00			0.00%	RECEPTION AUG 30/21	COCHRANE RESIDENT	RECEPTION AUG 30/21	2021-08-30 411762
PERFECT MINDS AUG 31/21	75.00			0.00%	PERFECT MINDS AUG 31/21	PERFECT MINDS AUG 31/21	PERFECT MINDS AUG 31/21	2021-08-31 412674
VIC AUG 31/21	20.00			0.00%	VIC AUG 31/21	VIC AUG 31/21	VIC AUG 31/21	2021-08-31 413215
<b>Period 8 Total</b>	<b>5,765.00</b>							
RECEPTION SEPT 1/21	25.00			0.00%	RECEPTION SEPT 1/21	COCHRANE RESIDENT	RECEPTION SEPT 1/21	2021-09-01 412700
RECEPTION SEPT 1/21	25.00			0.00%	RECEPTION SEPT 1/21	COCHRANE RESIDENT	RECEPTION SEPT 1/21	2021-09-01 412704
VIC SEPT 1/21	100.00			0.00%	VIC SEPT 1/21	VIC SEPT 1/21	VIC SEPT 1/21	2021-09-01 412901
PERFECT MINDS SEPT 2/21	20.00			0.00%	PERFECT MINDS SEPT 2/21	PERFECT MINDS SEPT 2/21	PERFECT MINDS SEPT 2/21	2021-09-02 413216
RECEPTION SEPT 2/21	50.00			0.00%	RECEPTION SEPT 2/21	COCHRANE RESIDENT	RECEPTION SEPT 2/21	2021-09-02 412925
PERFECT MINDS SEPT 3/21	120.00			0.00%	PERFECT MINDS SEPT 3/21	PERFECT MINDS SEPT 3/21	PERFECT MINDS SEPT 3/21	2021-09-03 413590
VIC SEPT 3/21	45.00			0.00%	VIC SEPT 3/21	VIC SEPT 3/21	VIC SEPT 3/21	2021-09-03 413591
PERFECT MINDS SEPT 7/21	80.00			0.00%	PERFECT MINDS SEPT 7/21	PERFECT MINDS SEPT 7/21	PERFECT MINDS SEPT 7/21	2021-09-07 416315
PERFECT MINDS SEPT 8/21	65.00			0.00%	PERFECT MINDS SEPT 8/21	PERFECT MINDS SEPT 8/21	PERFECT MINDS SEPT 8/21	2021-09-08 415062
RECEPTION SEPT 9/21	25.00			0.00%	RECEPTION SEPT 9/21	COCHRANE RESIDENT	RECEPTION SEPT 9/21	2021-09-09 414492
VIC SEPT 11/21	25.00			0.00%	VIC SEPT 11/21	VIC SEPT 11/21	VIC SEPT 11/21	2021-09-11 415658
RECEPTION SEPT 13/21	20.00			0.00%	RECEPTION SEPT 13/21	COCHRANE RESIDENT	RECEPTION SEPT 13/21	2021-09-13 415887
RECEPTION SEPT 14/21	40.00			0.00%	RECEPTION SEPT 14/21	COCHRANE RESIDENT	RECEPTION SEPT 14/21	2021-09-14 416549
PERFECT MINDS SEPT 23/21	20.00			0.00%	PERFECT MINDS SEPT 23/21	PERFECT MINDS SEPT 23/21	PERFECT MINDS SEPT 23/21	2021-09-23 419538
VIC SEPT 25/21	50.00			0.00%	VIC SEPT 25/21	VIC SEPT 25/21	VIC SEPT 25/21	2021-09-25 420959
VIC SEPT 26/21	20.00			0.00%	VIC SEPT 26/21	VIC SEPT 26/21	VIC SEPT 26/21	2021-09-26 420961
PERFECT MINDS SEPT 24&27/21	150.00			0.00%	PERFECT MINDS SEPT 24&27/21	PERFECT MINDS SEPT 27/21	PERFECT MINDS SEPT 24&27/21	2021-09-27 422224
PERFECT MINDS SEPT 28/21	125.00			0.00%	PERFECT MINDS SEPT 28/21	PERFECT MINDS SEPT 28/21	PERFECT MINDS SEPT 28/21	2021-09-28 422225
VIC SEPT 28/21	20.00			0.00%	VIC SEPT 28/21	VIC SEPT 28/21	VIC SEPT 28/21	2021-09-28 422226
RECEPTION SEPT 29/21	25.00			0.00%	RECEPTION SEPT 29/21	COCHRANE RESIDENT	RECEPTION SEPT 29/21	2021-09-29 421648
<b>Period 9 Total</b>	<b>1,050.00</b>							
PERFECT MINDS OCT 1/21	75.00			0.00%	PERFECT MINDS OCT 1/21	PERFECT MINDS OCT 1/21	PERFECT MINDS OCT 1/21	2021-10-01 423161
RECEPTION OCT 1/21	25.00			0.00%	RECEPTION OCT 1/21	COCHRANE RESIDENT	RECEPTION OCT 1/21	2021-10-01 422243
RECEPTION OCT 1/21	100.00			0.00%	RECEPTION OCT 1/21	COCHRANE RESIDENT	RECEPTION OCT 1/21	2021-10-01 422246
VIC OCTOBER 1/21	100.00			0.00%	VIC OCTOBER 1/21	VIC OCTOBER 1/21	VIC OCTOBER 1/21	2021-10-01 423160
VIC OCT 2/21	75.00			0.00%	VIC OCT 2/21	VIC OCT 2/21	VIC OCT 2/21	2021-10-02 422873
PERFECT MINDS OCT 4/21	90.00			0.00%	PERFECT MINDS OCT 4/21	PERFECT MINDS OCT 4/21	PERFECT MINDS OCT 4/21	2021-10-04 423152
RECEPTION OCT 4/21	25.00			0.00%	RECEPTION OCT 4/21	COCHRANE RESIDENT	RECEPTION OCT 4/21	2021-10-04 423135
VIC OCT 4/21	25.00			0.00%	VIC OCT 4/21	VIC OCT 4/21	VIC OCT 4/21	2021-10-04 423151
PERFECT MINDS OCT 5/21	25.00			0.00%	PERFECT MINDS OCT 5/21	PERFECT MINDS OCT 5/21	PERFECT MINDS OCT 5/21	2021-10-05 423434
PERFECT MINDS OCT 8/21	45.00			0.00%	PERFECT MINDS OCT 8/21	PERFECT MINDS OCT 8/21	PERFECT MINDS OCT 8/21	2021-10-08 424857
PERFECT MINDS OCT 12/21	25.00			0.00%	PERFECT MINDS OCT 12/21	PERFECT MINDS OCT 12/21	PERFECT MINDS OCT 12/21	2021-10-12 425435
VIC OCT 12/21	25.00			0.00%	VIC OCT 12/21	VIC OCT 12/21	VIC OCT 12/21	2021-10-12 426488
RECEPTION OCT 14/21	50.00			0.00%	RECEPTION OCT 14/21	COCHRANE RESIDENT	RECEPTION OCT 14/21	2021-10-14 426135
PERFECT MINDS OCT 15/21	40.00			0.00%	PERFECT MINDS OCT 15/21	PERFECT MINDS OCT 15/21	PERFECT MINDS OCT 15/21	2021-10-15 428096
RECEPTION OCT 18/21	40.00			0.00%	RECEPTION OCT 18/21	COCHRANE RESIDENT	RECEPTION OCT 18/21	2021-10-18 427790
PERFECT MINDS OCT 19/21	20.00			0.00%	PERFECT MINDS OCT 19/21	PERFECT MINDS OCT 19/21	PERFECT MINDS OCT 19/21	2021-10-19 428108
PERFECT MINDS OCT 20/21	25.00			0.00%	PERFECT MINDS OCT 20/21	PERFECT MINDS OCT 20/21	PERFECT MINDS OCT 20/21	2021-10-20 428690
PERFECT MINDS OCT 26/21	100.00			0.00%	PERFECT MINDS OCT 26/21	PERFECT MINDS OCT 26/21	PERFECT MINDS OCT 26/21	2021-10-26 430108
VIC OCT 27/21	25.00			0.00%	VIC OCT 27/21	VIC OCT 27/21	VIC OCT 27/21	2021-10-27 432586
PERFECT MINDS OCT 29/21	75.00			0.00%	PERFECT MINDS OCT 29/21	PERFECT MINDS OCT 29/21	PERFECT MINDS OCT 29/21	2021-10-29 432533
RECEPTION OCT 29/21	25.00			0.00%	RECEPTION OCT 29/21	COCHRANE RESIDENT	RECEPTION OCT 29/21	2021-10-29 431925
VIC OCT 30/21	50.00			0.00%	VIC OCT 30/21	VIC OCT 30/21	VIC OCT 30/21	2021-10-30 431952
<b>Period 10 Total</b>	<b>1,085.00</b>							
PERFECT MINDS NOV 1/21	25.00			0.00%	PERFECT MINDS NOV 1/21	PERFECT MINDS NOV 1/21	PERFECT MINDS NOV 1/21	2021-11-01 432603
RECEPTION NOV 1/21	25.00			0.00%	RECEPTION NOV 1/21	COCHRANE RESIDENT	RECEPTION NOV 1/21	2021-11-01 432534
RECEPTION NOV 1/21	70.00			0.00%	RECEPTION NOV 1/21	COCHRANE RESIDENT	RECEPTION NOV 1/21	2021-11-01 432535
VIC NOV 1/21	100.00			0.00%	VIC NOV 1/21	VIC NOV 1/21	VIC NOV 1/21	2021-11-01 432787
PERFECT MINDS NOV 2/21	50.00			0.00%	PERFECT MINDS NOV 2/21	FCSS	PERFECT MINDS NOV 2/21	2021-11-02 435501
PERFECT MINDS NOV 4/21	40.00			0.00%	PERFECT MINDS NOV 4/21	PERFECT MINDS NOV 4/21	PERFECT MINDS NOV 4/21	2021-11-04 433235
RECEPTION NOV 4/21	50.00			0.00%	RECEPTION NOV 4/21	COCHRANE RESIDENT	RECEPTION NOV 4/21	2021-11-04 433217
VIC NOV 5/21	25.00			0.00%	VIC NOV 5/21	VIC NOV 5/21	VIC NOV 5/21	2021-11-05 433419
PERFECT MINDS NOV 5&9/21	60.00			0.00%	PERFECT MINDS NOV 5&9/21	PERFECT MINDS NOV 5 & 9/21	PERFECT MINDS NOV 5&9/21	2021-11-09 434671
VIC NOV 10/21	40.00			0.00%	VIC NOV 10/21	VIC NOV 10/21	VIC NOV 10/21	2021-11-10 436410
PERFECT MINDS NOV 12/21	80.00			0.00%	PERFECT MINDS NOV 12/21	PERFECT MINDS NOV 12/21	PERFECT MINDS NOV 12/21	2021-11-12 435505
PERFECT MINDS NOV 17/21	20.00			0.00%	PERFECT MINDS NOV 17/21	PERFECT MINDS NOV 17/21	PERFECT MINDS NOV 17/21	2021-11-17 440715
PERFECT MINDS NOV 26/21	50.00			0.00%	PERFECT MINDS NOV 26/21	PERFECT MINDS NOV 26/21	PERFECT MINDS NOV 26/21	2021-11-26 443583
VIC NOV 28/21	50.00			0.00%	VIC NOV 28/21	VIC NOV 28/21	VIC NOV 28/21	2021-11-28 443588
PERFECT MINDS NOV 29/21	25.00			0.00%	PERFECT MINDS NOV 29/21	PERFECT MINDS NOV 29/21	PERFECT MINDS NOV 29/21	2021-11-29 443584
RECEPTION NOV 30/21	50.00			0.00%	RECEPTION NOV 30/21	COCHRANE RESIDENT	RECEPTION NOV 30/21	2021-11-30 444464
VIC NOV 30/21	95.00			0.00%	VIC NOV 30/21	VIC NOV 30/21	VIC NOV 30/21	2021-11-30 445297

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	YTD 2021	2021 Budget	Variance	%			
Period 11 Total	855.00						
PERFECT MINDS DEC 1/21	100.00		0.00%		PERFECT MINDS DEC 1/21	PERFECT MINDS DEC 1/21	2021-12-01 447210
VIC DEC 1/21	50.00		0.00%		VIC DEC 1/21	VIC DEC 1/21	2021-12-01 445290
Activettes Christmas Baskets	400.00		0.00%		20 books of 10 Xmas Baskets		2021-12-02 445069
PERFECT MINDS DEC 2/21	25.00		0.00%		PERFECT MINDS DEC 2/21	PERFECT MINDS DEC 2/21	2021-12-02 447209
VIC DEC 2/21	50.00		0.00%		VIC DEC 2/21	VIC DEC 2/21	2021-12-02 445517
RECEPTION DEC 3/21	25.00		0.00%		RECEPTION DEC 3/21	RECEPTION DEC 3/21	2021-12-03 445598
Invoice Entry	875.00		0.00%		Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2021-12-06 445837
Invoice Entry	885.00		0.00%		Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2021-12-06 445838
Invoice Entry	950.00		0.00%		Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-12-06 445839
Invoice Entry	975.00		0.00%		Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-12-06 445840
PERFECT MINDS DEC 7/21	160.00		0.00%		PERFECT MINDS DEC 7/21	PERFECT MINDS DEC 7/21	2021-12-07 447212
PERFECT MINDS DEC 9/21	40.00		0.00%		PERFECT MINDS DEC 9/21	PERFECT MINDS DEC 9/21	2021-12-09 448355
PERFECT MINDS DEC 16/21	20.00		0.00%		PERFECT MINDS DEC 16/21	PERFECT MINDS DEC 16/21	2021-12-16 451286
TRANSPORTATION SERVICE NOV2021	1,468.39		0.00%		TRANSPORTATION SERVICE NOV2021	SOUTHLAND TRANSPORTATION LTD	2021-12-23 452328
TRANSPORTATION SERVICE NOV2021	1,410.00		0.00%		TRANSPORTATION SERVICE NOV2021	SOUTHLAND TRANSPORTATION LTD	2021-12-23 452328
TRANSPORTATION SERVICE NOV2021	880.00		0.00%		TRANSPORTATION SERVICE NOV2021	SOUTHLAND TRANSPORTATION LTD	2021-12-23 452328
VIC DEC 23/21	50.00		0.00%		VIC DEC 23/21	VIC DEC 23/21	2021-12-23 453306
PERFECT MINDS DEC 29/21	50.00		0.00%		PERFECT MINDS DEC 29/21	PERFECT MINDS DEC 29/21	2021-12-29 454310
PERFECT MINDS DEC 30/21	70.00		0.00%		PERFECT MINDS DEC 30/21	PERFECT MINDS DEC 30/21	2021-12-30 454311
RECEPTION DEC 30/21	50.00		0.00%		RECEPTION DEC 30/21	RECEPTION DEC 30/21	2021-12-30 454321
DECEMBER 2021	3,366.15		0.00%		DECEMBER 2021	SOUTHLAND TRANSPORTATION LTD	2021-12-31 466218
Donation food bank fr Transit	400.00		0.00%		Donation food bank fr Transit	Donation food bank fr Transit	2021-12-31 464086
Invoice Entry	1,085.00		0.00%		Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2021-12-31 466251
Invoice Entry	970.00		0.00%		Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2021-12-31 466252
Invoice Entry	1,135.00		0.00%		Invoice Entry	TOWN OF COCHRANE LIBRARY BOARD	2021-12-31 466253
Invoice Entry	350.00		0.00%		Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-12-31 466254
Invoice Entry	511.20		0.00%		Invoice Entry	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2021-12-31 466255
PERFECT MINDS DEC 31/21	20.00		0.00%		PERFECT MINDS DEC 31/21	PERFECT MINDS DEC 31/21	2021-12-31 456168
Record Southland allocation	4,632.80		0.00%		Record Southland allocation	Record Southland allocation	2021-12-31 469136
Record Southland allocation	3,585.80		0.00%		Record Southland allocation	Record Southland allocation	2021-12-31 469136
Record Southland allocation	4,433.70		0.00%		Record Southland allocation	Record Southland allocation	2021-12-31 469136
Period 12 Total	29,023.04						
31-00-4710-00	Total TRANSIT FARE	68,415.74	-68,415.74	0.00%			
31-00-4710-00	Total TRANSIT FARES	68,415.74	-68,415.74	0.00%			
31-00-4711-00	REGIONAL FARES						
SALES OF GOOD & SERVICES:							
31-00-4400-00	RECEPTION CHEQUE MARCH 4/21	6,045.05		0.00%	RECEPTION CHEQUE MARCH 4/21	INK'D GRAPHICS	RECEPTION CHEQUE MARCH 4/21
	Period 3 Total	6,045.05					
	CHQ AUG 12/21	5,795.32		0.00%	CHQ AUG 12/21	INK'D GRAPHICS	CHQ AUG 12/21
	Period 8 Total	5,795.32					
31-00-4400-00	Total SALES OF GOODS & SERVICES	11,840.37	-11,840.37	0.00%			
31-00-4400-00	Total SALES OF GOOD & SERVICES	11,840.37	-11,840.37	0.00%			
PROVINCIAL GRANTS:							
31-00-4840-00	MSI RECONCILIATION	112,822.00		0.00%	MSI RECONCILIATION	MSI OPERATING GRANT	2021-12-31 474259
31-00-4840-00	Total PROVINCIAL GRANTS	112,822.00	100,000.00	-12,822.00	(12.82%)		
31-00-4840-00	Total PROVINCIAL GRANTS	112,822.00	100,000.00	-12,822.00	(12.82%)		
OTHER REVENUES:							
31-00-4980-00	CHQ BATCH SEPT 17/21	5,000.00		0.00%	CHQ BATCH SEPT 17/21	ROLL TECHNOLOGIES INC	CHQ BATCH SEPT 17/21
	CHQ BATCH SEPT 17/21	1,500.00		0.00%	CHQ BATCH SEPT 17/21	ROLL TECHNOLOGIES INC	CHQ BATCH SEPT 17/21
31-00-4980-00	Total OTHER REVENUE	6,500.00	-6,500.00	0.00%			
31-00-4980-00	Total OTHER REVENUES	6,500.00	-6,500.00	0.00%			
		199,578.11	236,072.00	36,493.89	15.46%		

Expenses

		YTD	2021				
		2021	Budget	Variance	%		
MEMBERSHIPS:							
31-00-5214-00							
31-00-5214-00	Total MEMBERSHIPS		1,035.00	1,035.00	100.00%		
31-00-5214-00	Total MEMBERSHIPS		1,035.00	1,035.00	100.00%		
MOBILE COMMUNICATIONS:							
31-00-5218-00	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-01-04 348204
	Period 1 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-02-04 359677
	Period 2 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-03-04 360286
	Period 3 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-04-04 372460
	Period 4 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-05-04 378986
	Period 5 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-06-04 399622
	Period 6 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-07-04 400197
	Period 7 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-08-04 415784
	Period 8 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-09-04 424361
	Period 9 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-10-04 444510
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-10-04 444808
	Void Open Trx	-106.64			0.00%	Void Open Trx	Purchases TELUS COMMUNICATIONS INC. 2021-10-04 444659
	Period 10 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-11-04 444585
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-11-04 444885
	Void Open Trx	-106.64			0.00%	Void Open Trx	Purchases TELUS COMMUNICATIONS INC. 2021-11-04 444733
	Period 11 Total	106.64					
	4038515995	106.64			0.00%	4038515995	Purchases TELUS COMMUNICATIONS INC. 2021-12-04 469685
	Period 12 Total	106.64					
31-00-5218-00	Total MOBILE COMMUNICATIONS	1,279.68		-1,279.68	0.00%		
31-00-5218-00	Total MOBILE COMMUNICATIONS	1,279.68		-1,279.68	0.00%		
ADVERTISING:							
31-00-5221-00							
31-00-5221-00	Total ADVERTISING		20,000.00	20,000.00	100.00%		
31-00-5221-00	Total ADVERTISING		20,000.00	20,000.00	100.00%		
PRINTING:							
31-00-5223-00							
31-00-5223-00	Total PRINTING		5,000.00	5,000.00	100.00%		

	YTD 2021	2021 Budget	Variance	%			
		5,000.00	5,000.00	100.00%			
31-00-5223-00	Total PRINTING						
CONTRACT:							
31-00-5239-00	TRANSPORTATION SERV JAN 2021						
	14,817.60			0.00%	TRANSPORTATION SERV JAN 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	22,226.40			0.00%	TRANSPORTATION SERV JAN 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,969.00			0.00%	TRANSPORTATION SERV JAN 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORTATION SERV JAN 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 2 Total						
	41,748.33						
	TRANSPORTATION SERV FEB 2021						
	41,205.49			0.00%	TRANSPORTATION SERV FEB 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,039.36			0.00%	TRANSPORTATION SERV FEB 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	2,880.38			0.00%	TRANSPORTATION SERV FEB 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORTATION SERV FEB 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 3 Total						
	47,860.56						
	TRANSPORTATION SERV MARCH 2021						
	50,471.14			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	961.05			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,075.36			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	80.09			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORTATION SERV MARCH 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 4 Total						
	55,322.97						
	TRANSPORT SERVICE MAY 2021						
	39,403.05			0.00%	TRANSPORT SERVICE MAY 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,844.20			0.00%	TRANSPORT SERVICE MAY 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORT SERVICE MAY 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	46,082.34			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	2,562.80			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,075.36			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORT SERVICE APRIL 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 5 Total						
	96,438.41						
	TRANSPORTATION SERV. JUNE 2021						
	52,441.30			0.00%	TRANSPORTATION SERV. JUNE 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,075.36			0.00%	TRANSPORTATION SERV. JUNE 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORTATION SERV. JUNE 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 6 Total						
	56,251.99						
	TRANSPORTATION SERVICE JULY/21						
	52,809.70			0.00%	TRANSPORTATION SERVICE JULY/21	Purchases	SOUTHLAND TRANSPORTATION LTD
	3,844.20			0.00%	TRANSPORTATION SERVICE JULY/21	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORTATION SERVICE JULY/21	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 7 Total						
	57,389.23						
	TRANSPORTATION SERVICES						
	52,865.99			0.00%	TRANSPORTATION SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
	52,173.18			0.00%	TRANSPORTATION SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 9 Total						
	105,039.17						
	TRANSPORTATION SERVICE						
	49,703.08			0.00%	TRANSPORTATION SERVICE	Purchases	SOUTHLAND TRANSPORTATION LTD
	Period 11 Total						
	49,703.08						
	TRANSPORTATION SERVICE NOV2021						
	47,780.19			0.00%	TRANSPORTATION SERVICE NOV2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	2,098.30			0.00%	TRANSPORTATION SERVICE NOV2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	2,242.45			0.00%	TRANSPORTATION SERVICE NOV2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	2,306.52			0.00%	TRANSPORTATION SERVICE NOV2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	832.91			0.00%	TRANSPORTATION SERVICE NOV2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	TRANSPORTATION SERVICE NOV2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	57,534.86			0.00%	DECEMBER 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	735.33			0.00%	DECEMBER 2021	Purchases	SOUTHLAND TRANSPORTATION LTD
	56,620.39			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	-51,987.59			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	185.59			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	56,316.06			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	-52,730.26			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	135.74			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	53,960.66			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	-49,526.96			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	176.12			0.00%	Record Southland allocation	Record Southland allocation	2021-12-31 469136
	Period 12 Total						
	127,415.64						
31-00-5239-00	Total CONTRACT						
	637,169.38	665,233.00	28,063.62	4.22%			

	YTD 2021	2021 Budget	Variance	%			
31-00-5239-00	Total CONTRACT	637,169.38	665,233.00	28,063.62	4.22%		
SNOW REMOVAL:							
31-00-5240-00	SNOW SERV. FEB - COLT	885.34			0.00%	SNOW SERV. FEB - COLT	Purchases SIMPLE YARD 2021-03-25 356879
	Period 3 Total	885.34					
	SNOW CLEARING- BUS STOPS	1,934.46			0.00%	SNOW CLEARING- BUS STOPS	Purchases HERO SERVICE CORP 2021-12-31 458704
	Period 12 Total	1,934.46					
31-00-5240-00	Total SNOW REMOVAL	2,819.80	-2,819.80		0.00%		
31-00-5240-00	Total SNOW REMOVAL	2,819.80	-2,819.80		0.00%		
INSURANCE:							
31-00-5274-00	CHQ BATCH MAY 26/21	-8,712.93			0.00%	CHQ BATCH MAY 26/21	AMSC INSURANCE SERVICES LTD CHQ BATCH MAY 26/21 2021-05-26 377259
31-00-5274-00	Total INSURANCE	-8,712.93	9,000.00	17,712.93	196.81%		
31-00-5274-00	Total INSURANCE	-8,712.93	9,000.00	17,712.93	196.81%		
GENERAL SUPPLIES:							
31-00-5510-00	BOOK COLT TICKET PASSES	55.00			0.00%	BOOK COLT TICKET PASSES	Purchases SATELLITE PRINTING LTD 2021-01-31 341517
	Period 1 Total	55.00					
	PUROLATOR/3576616	31.93			0.00%	PUROLATOR/3576616	AP TOWN OF COCHRANE US BANK CANADA 2021-03-10 366415
	MEMBERSHIP DUES D. LAFLECHE	1,226.34			0.00%	MEMBERSHIP DUES D. LAFLECHE	Purchases CANADIAN URBAN TRANSIT ASSOCIATION 2021-03-25 356801
	Period 3 Total	1,258.27					
	VISTAPR*VISTAPRINT.CA	74.73			0.00%	VISTAPR*VISTAPRINT.CA	JULIE HASKILL US BANK CANADA 2021-04-12 378699
	Period 4 Total	74.73					
	PUROLATOR/3576616	30.32			0.00%	PUROLATOR/3576616	AP TOWN OF COCHRANE US BANK CANADA 2021-05-10 394163
	Period 5 Total	30.32					
	RIDECO	17.70			0.00%	RIDECO	DEVIN C LAFLECHE US BANK CANADA 2021-06-10 399962
	Period 6 Total	17.70					
	DECALS	65.00			0.00%	DECALS	Purchases INK'D GRAPHICS LTD. 2021-09-20 421086
	Period 9 Total	65.00					
	STAPLES 458	21.58			0.00%	STAPLES 458	DEVIN C LAFLECHE US BANK CANADA 2021-11-10 460322
	TRANSIT PASSES	1,595.92			0.00%	TRANSIT PASSES	Purchases CANADA TICKET, TAG & LABEL PRINT SOLUTIONS 2021-11-26 441279
	Period 11 Total	1,617.50					
	Activettes Christmas Baskets	400.00			0.00%	Activettes Christmas Baskets	20 books of 10 Xmas Baskets 2021-12-02 445069
	Donation food bank fr Transit	400.00			0.00%	Donation food bank fr Transit	Donation food bank fr Transit 2021-12-31 464086
	Period 12 Total	800.00					
31-00-5510-00	Total GENERAL SUPPLIES	3,918.52	-3,918.52		0.00%		
31-00-5510-00	Total GENERAL SUPPLIES	3,918.52	-3,918.52		0.00%		
PROGRAM SUPPLIES:							
31-00-5511-00	Total PROGRAM SUPPLIES	22,000.00	22,000.00		100.00%		
31-00-5511-00	Total PROGRAM SUPPLIES	22,000.00	22,000.00		100.00%		
GRANTS TO ORGANIZATIONS:							
31-00-5770-00							

	YTD 2021	2021 Budget	Variance	%			
2021 OPERATING GRANT	232,196.00			0.00%	2021 OPERATING GRANT	Purchases	ROCKYVIEW REGIONAL HANDIBUS SOCIETY
31-00-5770-00							
Total GRANTS TO ORGANIZATIONS	232,196.00	232,196.00		0.00%			
31-00-5770-00							
Total GRANTS TO ORGANIZATIONS	232,196.00	232,196.00		0.00%			
	868,670.45	954,464.00	85,793.55	8.99%			
<b>Surplus/Deficit</b>	<b>-669,092.34</b>	<b>-718,392.00</b>	<b>-49,299.66</b>	<b>6.86%</b>			

2021-04-01 359431



Personal information redacted per Section 17(1) of the FOIP Act

	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%				
DEC/21- JAN/22 CORRECTION	310.00		0.00%		DEC/21- JAN/22 CORRECTION	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-04-30 507527
FEB 2022 SERVICES	3,357.05		0.00%		FEB 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-04-30 500965
JANUARY SERVICES	3,932.10		0.00%		JANUARY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-04-30 507526
MAR 2022 SERVICES	4,663.15		0.00%		MAR 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-04-30 500966
VIC APR 30/22	125.00		0.00%		VIC APR 30/22	VIC APR 30/22	VIC APR 30/22	2022-04-30 500295
<b>Period 4 Total</b>	<b>17,870.70</b>							
VIC MAY 1/22	25.00		0.00%		VIC MAY 1/22	VIC MAY 1/22	VIC MAY 1/22	2022-05-01 500296
PERFECT MINDS MAY 2/22	50.00		0.00%		PERFECT MINDS MAY 2/22	PERFECT MINDS MAY 2/22	PERFECT MINDS MAY 2/22	2022-05-02 501245
PERFECT MINDS MAY 3/22	175.00		0.00%		PERFECT MINDS MAY 3/22	PERFECT MINDS MAY 3/22	PERFECT MINDS MAY 3/22	2022-05-03 501287
PERFECT MINDS MAY 5/22	40.00		0.00%		PERFECT MINDS MAY 5/22	PERFECT MINDS MAY 5/22	PERFECT MINDS MAY 5/22	2022-05-05 503064
RECEPTON BATCH - MAY5/22	20.00		0.00%		RECEPTON BATCH - MAY5/22	COCHRANE RESIDENT	RECEPTON BATCH - MAY5/22	2022-05-05 501237
VIC MAY 5/22	25.00		0.00%		VIC MAY 5/22	VIC MAY 5/22	VIC MAY 5/22	2022-05-05 502764
RECEPTION BATCH - MAY 6/22	20.00		0.00%		RECEPTION BATCH - MAY 6/22	COCHRANE RESIDENT	RECEPTION BATCH - MAY 6/22	2022-05-06 501390
PERFECT MINDS MAY 9/22	100.00		0.00%		PERFECT MINDS MAY 9/22	PERFECT MINDS MAY 9/22	PERFECT MINDS MAY 9/22	2022-05-09 503329
VIC MAY 11/22	25.00		0.00%		VIC MAY 11/22	VIC MAY 11/22	VIC MAY 11/22	2022-05-11 502827
PERFECT MINDS MAY 12/22	95.00		0.00%		PERFECT MINDS MAY 12/22	PERFECT MINDS MAY 12/22	PERFECT MINDS MAY 12/22	2022-05-12 503345
VIC MAY 17/22	20.00		0.00%		VIC MAY 17/22	VIC MAY 17/22	VIC MAY 17/22	2022-05-17 505520
Invoice Entry	1,580.00		0.00%		Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-05-19 505784
Invoice Entry	1,360.00		0.00%		Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-05-19 505785
Invoice Entry	875.00		0.00%		Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-05-19 505786
Invoice Entry	475.00		0.00%		Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-05-19 505787
PERFECT MINDS MAY 19/22	75.00		0.00%		PERFECT MINDS MAY 19/22	PERFECT MINDS MAY 19/22	PERFECT MINDS MAY 19/22	2022-05-19 505875
PERFECT MINDS MAY 20/22	40.00		0.00%		PERFECT MINDS MAY 20/22	PERFECT MINDS MAY 20/22	PERFECT MINDS MAY 20/22	2022-05-20 506674
PERFECT MINDS MAY 24/22	60.00		0.00%		PERFECT MINDS MAY 24/22	PERFECT MINDS MAY 24/22	PERFECT MINDS MAY 24/22	2022-05-24 507688
PERFECT MINDS MAY 25/22	50.00		0.00%		PERFECT MINDS MAY 25/22	PERFECT MINDS MAY 25/22	PERFECT MINDS MAY 25/22	2022-05-25 508015
VIC MAY 25/22	25.00		0.00%		VIC MAY 25/22	VIC MAY 25/22	VIC MAY 25/22	2022-05-25 507491
Invoice Entry	1,330.00		0.00%		Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-05-26 506727
Invoice Entry	1,385.00		0.00%		Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-05-26 506728
Invoice Entry	525.00		0.00%		Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-05-26 506729
Invoice Entry	1,080.00		0.00%		Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-05-26 506730
VIC MAY 26/22	50.00		0.00%		VIC MAY 26/22	VIC MAY 26/22	VIC MAY 26/22	2022-05-26 510691
PERFECT MINDS MAY 27/22	25.00		0.00%		PERFECT MINDS MAY 27/22	PERFECT MINDS MAY 27/22	PERFECT MINDS MAY 27/22	2022-05-27 513586
VIC MAY 28/22	50.00		0.00%		VIC MAY 28/22	VIC MAY 28/22	VIC MAY 28/22	2022-05-28 510692
BULK CREDIT	9,888.10		0.00%		BULK CREDIT	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-05-31 516300
Invoice Entry	350.00		0.00%		Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-05-31 526927
MAY SERVICES	5,941.79		0.00%		MAY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-05-31 516301
PERFECT MINDS MAY 31/22	275.00		0.00%		PERFECT MINDS MAY 31/22	PERFECT MINDS MAY 31/22	PERFECT MINDS MAY 31/22	2022-05-31 514363
REVERSE CREDIT MEMO 33556	-9,888.10		0.00%		REVERSE CREDIT MEMO 33556	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-05-31 516299
<b>Period 5 Total</b>	<b>16,146.79</b>							
PERFECT MINDS JUNE 1/22	20.00		0.00%		PERFECT MINDS JUNE 1/22	PERFECT MINDS JUNE 1/22	PERFECT MINDS JUNE 1/22	2022-06-01 515747
VIC JUNE 1/22	25.00		0.00%		VIC JUNE 1/22	VIC JUNE 1/22	VIC JUNE 1/22	2022-06-01 510941
PERFECT MINDS JUNE 2/22	100.00		0.00%		PERFECT MINDS JUNE 2/22	PERFECT MINDS JUNE 2/22	PERFECT MINDS JUNE 2/22	2022-06-02 515794
VIC JUNE 2/22	25.00		0.00%		VIC JUNE 2/22	VIC JUNE 2/22	VIC JUNE 2/22	2022-06-02 510947
VIC JUNE 3/22	50.00		0.00%		VIC JUNE 3/22	VIC JUNE 3/22	VIC JUNE 3/22	2022-06-03 511268
PERFECT MINDS JUNE 6/22	75.00		0.00%		PERFECT MINDS JUNE 6/22	PERFECT MINDS JUNE 6/22	PERFECT MINDS JUNE 6/22	2022-06-06 519264
PERFECT MINDS JUNE 7/22	115.00		0.00%		PERFECT MINDS JUNE 7/22	PERFECT MINDS JUNE 7/22	PERFECT MINDS JUNE 7/22	2022-06-07 519265
VIC JUNE 7/22	20.00		0.00%		VIC JUNE 7/22	VIC JUNE 7/22	VIC JUNE 7/22	2022-06-07 514188
VIC JUNE 8/22	25.00		0.00%		VIC JUNE 8/22	VIC JUNE 8/22	VIC JUNE 8/22	2022-06-08 514189
PERFECT MINDS JUNE 9/22	75.00		0.00%		PERFECT MINDS JUNE 9/22	PERFECT MINDS JUNE 9/22	PERFECT MINDS JUNE 9/22	2022-06-09 519266
PERFECT MINDS JUNE 14/22	75.00		0.00%		PERFECT MINDS JUNE 14/22	PERFECT MINDS JUNE 14/22	PERFECT MINDS JUNE 14/22	2022-06-14 519268
PERFECT MINDS JUNE 17/22	25.00		0.00%		PERFECT MINDS JUNE 17/22	PERFECT MINDS JUNE 17/22	PERFECT MINDS JUNE 17/22	2022-06-17 522851
PERFECT MINDS JUNE 29/22	175.00		0.00%		PERFECT MINDS JUNE 29/22	PERFECT MINDS JUNE 29/22	PERFECT MINDS JUNE 29/22	2022-06-29 529417
VIC JUNE 29/22	20.00		0.00%		VIC JUNE 29/22	VIC JUNE 29/22	VIC JUNE 29/22	2022-06-29 525014
Invoice Entry	1,745.00		0.00%		Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-06-30 522695
Invoice Entry	1,395.00		0.00%		Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-06-30 522696
Invoice Entry	150.00		0.00%		Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-06-30 526928
JUNE SERVICES	4,748.95		0.00%		JUNE SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-06-30 527779
PERFECT MINDS JUNE 30/22	75.00		0.00%		PERFECT MINDS JUNE 30/22	PERFECT MINDS JUNE 30/22	PERFECT MINDS JUNE 30/22	2022-06-30 535443
<b>Period 6 Total</b>	<b>8,938.95</b>							
VIC JULY 2/22	20.00		0.00%		VIC JULY 2/22	VIC JULY 2/22	VIC JULY 2/22	2022-07-02 525015
PERFECT MINDS JULY 5/22	195.00		0.00%		PERFECT MINDS JULY 5/22	PERFECT MINDS JULY 5/22	PERFECT MINDS JULY 5/22	2022-07-05 530537
PERFECT MINDS JULY 6/22	100.00		0.00%		PERFECT MINDS JULY 6/22	PERFECT MINDS JULY 6/22	PERFECT MINDS JULY 6/22	2022-07-06 530538
VIC JULY 6 2022	20.00		0.00%		VIC JULY 6 2022	VIC JULY 6 2022	VIC JULY 6 2022	2022-07-06 530562
PERFECT MINDS JULY 7/22	25.00		0.00%		PERFECT MINDS JULY 7/22	PERFECT MINDS JULY 7/22	PERFECT MINDS JULY 7/22	2022-07-07 530539
VIC JULY 7 2022	25.00		0.00%		VIC JULY 7 2022	VIC JULY 7 2022	VIC JULY 7 2022	2022-07-07 530565
PERFECT MINDS JULY 11/22	50.00		0.00%		PERFECT MINDS JULY 11/22	PERFECT MINDS JULY 11/22	PERFECT MINDS JULY 11/22	2022-07-11 530540
PERFECT MINDS JULY 12/22	75.00		0.00%		PERFECT MINDS JULY 12/22	PERFECT MINDS JULY 12/22	PERFECT MINDS JULY 12/22	2022-07-12 530541
PERFECT MINDS JULY 14/22	225.00		0.00%		PERFECT MINDS JULY 14/22	PERFECT MINDS JULY 14/22	PERFECT MINDS JULY 14/22	2022-07-14 530543
RECEPTION JULY 14/22	40.00		0.00%		RECEPTION JULY 14/22	RECEPTION JULY 14/22	RECEPTION JULY 14/22	2022-07-14 528680
PERFECT MINDS JULY 15/22	160.00		0.00%		PERFECT MINDS JULY 15/22	PERFECT MINDS JULY 15/22	PERFECT MINDS JULY 15/22	2022-07-15 530561
VIC JULY 20/22	20.00		0.00%		VIC JULY 20/22	VIC JULY 20/22	VIC JULY 20/22	2022-07-20 531714

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	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%				
PERFECT MINDS JULY 21/22	80.00		0.00%	PERFECT MINDS JULY 21/22	PERFECT MINDS JULY 21/22	PERFECT MINDS JULY 21/22	PERFECT MINDS JULY 21/22	2022-07-21 530568
VIC JULY 22/22	20.00		0.00%	VIC JULY 22/22	VIC JULY 22/22	VIC JULY 22/22	VIC JULY 22/22	2022-07-22 537189
PERFECT MINDS JULY 25/22	170.00		0.00%	PERFECT MINDS JULY 25/22	PERFECT MINDS JULY 25/22	PERFECT MINDS JULY 25/22	PERFECT MINDS JULY 25/22	2022-07-25 535715
PERFECT MINDS JULY 26/22	20.00		0.00%	PERFECT MINDS JULY 26/22	PERFECT MINDS JULY 26/22	PERFECT MINDS JULY 26/22	PERFECT MINDS JULY 26/22	2022-07-26 535716
PERFECT MINDS JULY 27/22	300.00		0.00%	PERFECT MINDS JULY 27/22	PERFECT MINDS JULY 27/22	PERFECT MINDS JULY 27/22	PERFECT MINDS JULY 27/22	2022-07-27 536422
PERFECT MINDS JULY 28/22	495.00		0.00%	PERFECT MINDS JULY 28/22	PERFECT MINDS JULY 28/22	PERFECT MINDS JULY 28/22	PERFECT MINDS JULY 28/22	2022-07-28 536653
PERFECT MINDS JULY 29/22	115.00		0.00%	PERFECT MINDS JULY 29/22	PERFECT MINDS JULY 29/22	PERFECT MINDS JULY 29/22	PERFECT MINDS JULY 29/22	2022-07-29 537012
VIC JULY 29/22	70.00		0.00%	VIC JULY 29/22	VIC JULY 29/22	VIC JULY 29/22	VIC JULY 29/22	2022-07-29 537571
VIC JULY 30/22	75.00		0.00%	VIC JULY 30/22	VIC JULY 30/22	VIC JULY 30/22	VIC JULY 30/22	2022-07-30 537572
Invoice Entry	500.00		0.00%	Invoice Entry	Sales	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-07-31 547176
Invoice Entry	1,465.00		0.00%	Invoice Entry	Sales	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-07-31 547177
JULY SERVICES	4,982.75		0.00%	JULY SERVICES	Purchases	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-07-31 541186
<b>Period 7 Total</b>	<b>9,247.75</b>							
PERFECT MINDS AUG 2/22	100.00		0.00%	PERFECT MINDS AUG 2/22	PERFECT MINDS AUG 2/22	PERFECT MINDS AUG 2/22	PERFECT MINDS AUG 2/22	2022-08-02 537187
PERFECT MINDS AUG 3/22	150.00		0.00%	PERFECT MINDS AUG 3/22	PERFECT MINDS AUG 3/22	PERFECT MINDS AUG 3/22	PERFECT MINDS AUG 3/22	2022-08-03 537188
VIC AUG 3/22	40.00		0.00%	VIC AUG 3/22	VIC AUG 3/22	VIC AUG 3/22	VIC AUG 3/22	2022-08-03 537578
PERFECT MINDS AUG 4/22	245.00		0.00%	PERFECT MINDS AUG 4/22	PERFECT MINDS AUG 4/22	PERFECT MINDS AUG 4/22	PERFECT MINDS AUG 4/22	2022-08-04 539532
VIC AUG 6/22	100.00		0.00%	VIC AUG 6/22	VIC AUG 6/22	VIC AUG 6/22	VIC AUG 6/22	2022-08-06 537585
PERFECT MINDS AUG 9/22	20.00		0.00%	PERFECT MINDS AUG 9/22	PERFECT MINDS AUG 9/22	PERFECT MINDS AUG 9/22	PERFECT MINDS AUG 9/22	2022-08-09 537238
PERFECT MINDS AUG 10/22	120.00		0.00%	PERFECT MINDS AUG 10/22	PERFECT MINDS AUG 10/22	PERFECT MINDS AUG 10/22	PERFECT MINDS AUG 10/22	2022-08-10 537248
VIC AUG 11/22	20.00		0.00%	VIC AUG 11/22	VIC AUG 11/22	VIC AUG 11/22	VIC AUG 11/22	2022-08-11 537592
Perfect Minds Aug 12 2022	255.00		0.00%	Perfect Minds Aug 12 2022	Perfect Minds Aug 12 2022	Perfect Minds Aug 12 2022	Perfect Minds Aug 12 2022	2022-08-12 541667
PERFECT MINDS AUG 16/22	-75.00		0.00%	PERFECT MINDS AUG 16/22	PERFECT MINDS AUG 16/22	PERFECT MINDS AUG 16/22	PERFECT MINDS AUG 16/22	2022-08-16 541140
PERFECT MINDS AUG 22/22	20.00		0.00%	PERFECT MINDS AUG 22/22	PERFECT MINDS AUG 22/22	PERFECT MINDS AUG 22/22	PERFECT MINDS AUG 22/22	2022-08-22 546583
PERFECT MINDS AUG 25/22	100.00		0.00%	PERFECT MINDS AUG 25/22	PERFECT MINDS AUG 25/22	PERFECT MINDS AUG 25/22	PERFECT MINDS AUG 25/22	2022-08-25 547220
RECEPTION BTACH AUG 25 2022	50.00		0.00%	RECEPTION BTACH AUG 25 2022	COLT MONTHLY PASS	RECEPTION BTACH AUG 25 2022	RECEPTION BTACH AUG 25 2022	2022-08-25 542027
VIC AUG 25/22	40.00		0.00%	VIC AUG 25/22	VIC AUG 25/22	VIC AUG 25/22	VIC AUG 25/22	2022-08-25 545427
PERFECT MINDS AUG 26/22	310.00		0.00%	PERFECT MINDS AUG 26/22	PERFECT MINDS AUG 26/22	PERFECT MINDS AUG 26/22	PERFECT MINDS AUG 26/22	2022-08-26 547990
RECEPTION BATCH AUG 26 2022	20.00		0.00%	RECEPTION BATCH AUG 26 2022	RECEPTION BATCH AUG 26 2022	RECEPTION BATCH AUG 26 2022	RECEPTION BATCH AUG 26 2022	2022-08-26 543331
RECEPTION BATCH AUG 26 2022	25.00		0.00%	RECEPTION BATCH AUG 26 2022	RECEPTION BATCH AUG 26 2022	RECEPTION BATCH AUG 26 2022	RECEPTION BATCH AUG 26 2022	2022-08-26 543335
VIC AUG 26/22	20.00		0.00%	VIC AUG 26/22	VIC AUG 26/22	VIC AUG 26/22	VIC AUG 26/22	2022-08-26 545428
VIC AUG 27/22	75.00		0.00%	VIC AUG 27/22	VIC AUG 27/22	VIC AUG 27/22	VIC AUG 27/22	2022-08-27 545429
PERFECT MINDS AUG 29/22	295.00		0.00%	PERFECT MINDS AUG 29/22	PERFECT MINDS AUG 29/22	PERFECT MINDS AUG 29/22	PERFECT MINDS AUG 29/22	2022-08-29 548001
VIC AUG 30/22	75.00		0.00%	VIC AUG 30/22	VIC AUG 30/22	VIC AUG 30/22	VIC AUG 30/22	2022-08-30 545430
PERFECT MINDS AUG 31/22	200.00		0.00%	PERFECT MINDS AUG 31/22	PERFECT MINDS AUG 31/22	PERFECT MINDS AUG 31/22	PERFECT MINDS AUG 31/22	2022-08-31 548190
VIC AUG 31/22	75.00		0.00%	VIC AUG 31/22	VIC AUG 31/22	VIC AUG 31/22	VIC AUG 31/22	2022-08-31 545431
<b>Period 8 Total</b>	<b>2,280.00</b>							
PERFECT MINDS SEPT 1/22	25.00		0.00%	PERFECT MINDS SEPT 1/22	PERFECT MINDS SEPT 1/22	PERFECT MINDS SEPT 1/22	PERFECT MINDS SEPT 1/22	2022-09-01 548305
PERFECT MINDS SEPT 2/22	100.00		0.00%	PERFECT MINDS SEPT 2/22	PERFECT MINDS SEPT 2/22	PERFECT MINDS SEPT 2/22	PERFECT MINDS SEPT 2/22	2022-09-02 548315
PERFECT MINDS SEPT 6/22	75.00		0.00%	PERFECT MINDS SEPT 6/22	PERFECT MINDS SEPT 6/22	PERFECT MINDS SEPT 6/22	PERFECT MINDS SEPT 6/22	2022-09-06 552422
VIC SEPT 6/22	75.00		0.00%	VIC SEPT 6/22	VIC SEPT 6/22	VIC SEPT 6/22	VIC SEPT 6/22	2022-09-06 545433
PERFECT MINDS SEPT 8/22	120.00		0.00%	PERFECT MINDS SEPT 8/22	PERFECT MINDS SEPT 8/22	PERFECT MINDS SEPT 8/22	PERFECT MINDS SEPT 8/22	2022-09-08 552426
VIC SEPT 9/22	25.00		0.00%	VIC SEPT 9/22	VIC SEPT 9/22	VIC SEPT 9/22	VIC SEPT 9/22	2022-09-09 551906
Invoice Entry	400.00		0.00%	Invoice Entry	Sales	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-09-12 547174
Invoice Entry	1,460.00		0.00%	Invoice Entry	Sales	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-09-12 547175
PERFECT MINDS SEPT 12/22	170.00		0.00%	PERFECT MINDS SEPT 12/22	PERFECT MINDS SEPT 12/22	PERFECT MINDS SEPT 12/22	PERFECT MINDS SEPT 12/22	2022-09-12 552429
PERFECT MINDS SEPT 13/22	20.00		0.00%	PERFECT MINDS SEPT 13/22	PERFECT MINDS SEPT 13/22	PERFECT MINDS SEPT 13/22	PERFECT MINDS SEPT 13/22	2022-09-13 552462
PERFECT MINDS SEPT 14/22	150.00		0.00%	PERFECT MINDS SEPT 14/22	PERFECT MINDS SEPT 14/22	PERFECT MINDS SEPT 14/22	PERFECT MINDS SEPT 14/22	2022-09-14 552464
PERFECT MINDS SEPT 15/22	140.00		0.00%	PERFECT MINDS SEPT 15/22	PERFECT MINDS SEPT 15/22	PERFECT MINDS SEPT 15/22	PERFECT MINDS SEPT 15/22	2022-09-15 552465
VIC SEPT 15/22	40.00		0.00%	VIC SEPT 15/22	VIC SEPT 15/22	VIC SEPT 15/22	VIC SEPT 15/22	2022-09-15 551907
PERFECT MINDS SEPT 22/22	50.00		0.00%	PERFECT MINDS SEPT 22/22	PERFECT MINDS SEPT 22/22	PERFECT MINDS SEPT 22/22	PERFECT MINDS SEPT 22/22	2022-09-22 552567
PERFECT MINDS SEPT 23/22	115.00		0.00%	PERFECT MINDS SEPT 23/22	PERFECT MINDS SEPT 23/22	PERFECT MINDS SEPT 23/22	PERFECT MINDS SEPT 23/22	2022-09-23 552868
VIC SEPT 24/22	50.00		0.00%	VIC SEPT 24/22	VIC SEPT 24/22	VIC SEPT 24/22	VIC SEPT 24/22	2022-09-24 552466
PERFECT MINDS SEPT 26/22	295.00		0.00%	PERFECT MINDS SEPT 26/22	PERFECT MINDS SEPT 26/22	PERFECT MINDS SEPT 26/22	PERFECT MINDS SEPT 26/22	2022-09-26 552869
PERFECT MINDS SEPT 27/22	325.00		0.00%	PERFECT MINDS SEPT 27/22	PERFECT MINDS SEPT 27/22	PERFECT MINDS SEPT 27/22	PERFECT MINDS SEPT 27/22	2022-09-27 556218
PERFECT MINDS SEPT 28/22	170.00		0.00%	PERFECT MINDS SEPT 28/22	PERFECT MINDS SEPT 28/22	PERFECT MINDS SEPT 28/22	PERFECT MINDS SEPT 28/22	2022-09-28 556714
Reception Batch 09/29/22	20.00		0.00%	Reception Batch 09/29/22	Reception Batch 09/29/22	Reception Batch 09/29/22	Reception Batch 09/29/22	2022-09-29 553660
<b>Period 9 Total</b>	<b>3,825.00</b>							
VIC OCT 1/22	20.00		0.00%	VIC OCT 1/22	VIC OCT 1/22	VIC OCT 1/22	VIC OCT 1/22	2022-10-01 560115
PERFECT MINDS OCT 3/22	240.00		0.00%	PERFECT MINDS OCT 3/22	PERFECT MINDS OCT 3/22	PERFECT MINDS OCT 3/22	PERFECT MINDS OCT 3/22	2022-10-03 556900
VIC OCT 3 2022	70.00		0.00%	VIC OCT 3 2022	VIC OCT 3 2022	VIC OCT 3 2022	VIC OCT 3 2022	2022-10-03 560321
PERFECT MINDS OCT 4/22	115.00		0.00%	PERFECT MINDS OCT 4/22	PERFECT MINDS OCT 4/22	PERFECT MINDS OCT 4/22	PERFECT MINDS OCT 4/22	2022-10-04 556955
VIC OCT 4 2022	125.00		0.00%	VIC OCT 4 2022	VISITOR INFORMATION CENTRE	VIC OCT 4 2022	VIC OCT 4 2022	2022-10-04 555271
PERFECT MINDS OCT 5/22	20.00		0.00%	PERFECT MINDS OCT 5/22	PERFECT MINDS OCT 5/22	PERFECT MINDS OCT 5/22	PERFECT MINDS OCT 5/22	2022-10-05 556959
PERFECT MINDS OCT 6/22	350.00		0.00%	PERFECT MINDS OCT 6/22	PERFECT MINDS OCT 6/22	PERFECT MINDS OCT 6/22	PERFECT MINDS OCT 6/22	2022-10-06 556964
PERFECT MINDS OCT 7/22	200.00		0.00%	PERFECT MINDS OCT 7/22	PERFECT MINDS OCT 7/22	PERFECT MINDS OCT 7/22	PERFECT MINDS OCT 7/22	2022-10-07 558764
PERFECT MINDS OCT 11/22	100.00		0.00%	PERFECT MINDS OCT 11/22	PERFECT MINDS OCT 11/22	PERFECT MINDS OCT 11/22	PERFECT MINDS OCT 11/22	2022-10-11 560322
PERFECT MINDS OCT 13 2022	40.00		0.00%	PERFECT MINDS OCT 13 2022	PERFECT MINDS	PERFECT MINDS OCT 13 2022	PERFECT MINDS OCT 13 2022	2022-10-13 560357
RECEPTION OCT 17/22	20.00		0.00%	RECEPTION OCT 17/22	COCHRANE RESIDENT	RECEPTION OCT 17/22	RECEPTION OCT 17/22	2022-10-17 559958
PERFECT MINDS OCT 18 2022	20.00		0.00%	PERFECT MINDS OCT 18 2022	PERFECT MINDS OCT 18 2022	PERFECT MINDS OCT 18 2022	PERFECT MINDS OCT 18 2022	2022-10-18 560404
PERFECT MINDS VOID	-20.00		0.00%	PERFECT MINDS VOID	PERFECT MINDS VOID 202210181055	PERFECT MINDS VOID	PERFECT MINDS VOID	2022-10-18 560405

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	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%				
PERFECTMINDS OCT 18 2022	20.00		0.00%	PERFECTMINDS OCT 18 2022	PERFECT MINDS	PERFECTMINDS OCT 18 2022		2022-10-18 560407
PERFECT MINDS OCT 20/22	20.00		0.00%	PERFECT MINDS OCT 20/22	PERFECT MINDS OCT 20/22	PERFECT MINDS OCT 20/22		2022-10-20 561198
PERFECTMINDS OCT 25 2022	300.00		0.00%	PERFECTMINDS OCT 25 2022	PERFECTMINDS	PERFECTMINDS OCT 25 2022		2022-10-25 563122
RECEPTION BATCH OCT 25 2022	40.00		0.00%	RECEPTION BATCH OCT 25 2022	COLT BOOK OF 10	RECEPTION BATCH OCT 25 2022		2022-10-25 562363
PERFECTMINDS OCT 26 2022	395.00		0.00%	PERFECTMINDS OCT 26 2022	PERFECTMINDS	PERFECTMINDS OCT 26 2022		2022-10-26 563589
RECEPTION BATCH OCT 26 2022	25.00		0.00%	RECEPTION BATCH OCT 26 2022	PERFECTMINDS	RECEPTION BATCH OCT 26 2022		2022-10-26 562772
VIC OCT 26 2022	20.00		0.00%	VIC OCT 26 2022	VISITOR INFORMATION CENTRE	VIC OCT 26 2022		2022-10-26 563114
PERFECTMINDS OCT 27 2022	130.00		0.00%	PERFECTMINDS OCT 27 2022	PERFECTMINDS	PERFECTMINDS OCT 27 2022		2022-10-27 563598
PERFECTMINDS OCT 28 2022	50.00		0.00%	PERFECTMINDS OCT 28 2022	PERFECTMINDS	PERFECTMINDS OCT 28 2022		2022-10-28 564153
VIC OCT 28 2022	50.00		0.00%	VIC OCT 28 2022	VIC	VIC OCT 28 2022		2022-10-28 563592
Invoice Entry	1,720.00		0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD		2022-10-31 565500
Invoice Entry	1,305.00		0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD		2022-10-31 565501
Invoice Entry	1,125.00		0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE		2022-10-31 565502
Invoice Entry	1,130.00		0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE		2022-10-31 565503
PERFECT MINDS OCT 31/22	720.00		0.00%	PERFECT MINDS OCT 31/22	PERFECT MINDS OCT 31/22	PERFECT MINDS OCT 31/22		2022-10-31 565588
<b>Period 10 Total</b>	<b>8,350.00</b>							
PERFECT MINDS NOV 1/22	325.00		0.00%	PERFECT MINDS NOV 1/22	PERFECT MINDS NOV 1/22	PERFECT MINDS NOV 1/22		2022-11-01 565195
RECEPTION BATCH NOV 1/22	50.00		0.00%	RECEPTION BATCH NOV 1/22	COCHRANE RESIDENT	RECEPTION BATCH NOV 1/22		2022-11-01 564783
VIC NOV 1 2022	130.00		0.00%	VIC NOV 1 2022	VIC NOC 1 2022	VIC NOV 1 2022		2022-11-01 565066
PERFECT MINDS NOV 2/22	25.00		0.00%	PERFECT MINDS NOV 2/22	PERFECT MINDS NOV 2/22	PERFECT MINDS NOV 2/22		2022-11-02 565799
PERFECT MINDS NOV 3/22	150.00		0.00%	PERFECT MINDS NOV 3/22	PERFECT MINDS NOV 3/22	PERFECT MINDS NOV 3/22		2022-11-03 568384
PERFECT MINDS NOV 4 2022	265.00		0.00%	PERFECT MINDS NOV 4 2022	PERFECT MINDS NOV 4 2022	PERFECT MINDS NOV 4 2022		2022-11-04 566884
PERFECT MINDS NOV 8 2022	125.00		0.00%	PERFECT MINDS NOV 8 2022	PERFECT MINDS NOV 8 2022	PERFECT MINDS NOV 8 2022		2022-11-08 567452
PERFECT MINDS NOV 9/22	20.00		0.00%	PERFECT MINDS NOV 9/22	PERFECT MINDS NOV 9/22	PERFECT MINDS NOV 9/22		2022-11-09 567897
CIC-Nov 10, 2022 VIC	30.00		0.00%	CIC-Nov 10, 2022 VIC	VIC NOV10,2022	CIC-Nov 10, 2022 VIC		2022-11-10 568451
CIC-Nov 10, 2022 VIC	25.00		0.00%	CIC-Nov 10, 2022 VIC	CIC 10NOV2022	CIC-Nov 10, 2022 VIC		2022-11-10 568452
PERFECT MINDS NOV 14/22	100.00		0.00%	PERFECT MINDS NOV 14/22	PERFECT MINDS NOV 14/22	PERFECT MINDS NOV 14/22		2022-11-14 568383
PERFECT MINDS NOV 15 2022	40.00		0.00%	PERFECT MINDS NOV 15 2022	PERFECT MINDS NOV 15 2022	PERFECT MINDS NOV 15 2022		2022-11-15 568558
PERFECT MINDS NOV 17/22	250.00		0.00%	PERFECT MINDS NOV 17/22	PERFECT MINDS NOV 17/22	PERFECT MINDS NOV 17/22		2022-11-17 569943
Visitor Information Centre Bat	40.00		0.00%	Visitor Information Centre Bat	Visitor Information Centre Bat	Visitor Information Centre Bat		2022-11-18 569943
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit User	Visitor Information Centre Bat		2022-11-21 570394
PERFECT MINDS NOV 24/22	140.00		0.00%	PERFECT MINDS NOV 24/22	PERFECT MINDS NOV 24/22	PERFECT MINDS NOV 24/22		2022-11-24 572931
Visitor Information Centre Bat	20.00		0.00%	Visitor Information Centre Bat	Transit Passes	Visitor Information Centre Bat		2022-11-24 571615
Visitor Information Centre Bat	20.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-24 571616
Visitor Information Centre Bat	30.00		0.00%	Visitor Information Centre Bat	December Transit	Visitor Information Centre Bat		2022-11-24 571618
PERFECT MINDS NOV 25/22	190.00		0.00%	PERFECT MINDS NOV 25/22	PERFECT MINDS NOV 25/22	PERFECT MINDS NOV 25/22		2022-11-25 572790
Visitor Information Centre Bat	20.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-25 572791
Visitor Information Centre Bat	30.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-25 572792
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-26 572795
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-27 572797
Visitor Information Centre Bat	25.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-27 572798
PERFECT MINDS NOV 28/22	200.00		0.00%	PERFECT MINDS NOV 28/22	PERFECT MINDS NOV 28/22	PERFECT MINDS NOV 28/22		2022-11-28 572928
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-28 572906
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-28 572907
Visitor Information Centre Bat	60.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-28 572908
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-28 572909
Visitor Information Centre Bat	25.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-28 572910
PERFECT MINDS NOV 29/22	100.00		0.00%	PERFECT MINDS NOV 29/22	PERFECT MINDS NOV 29/22	PERFECT MINDS NOV 29/22		2022-11-29 574125
VIC NOV 29 2022	30.00		0.00%	VIC NOV 29 2022	MONTHLY SENIOR BUS PASS	VIC NOV 29 2022		2022-11-29 573718
VIC NOV 29 2022	20.00		0.00%	VIC NOV 29 2022	BOOK OF 10	VIC NOV 29 2022		2022-11-29 573719
VIC NOV 29 2022	75.00		0.00%	VIC NOV 29 2022	YOUTH AND ADULT PASS	VIC NOV 29 2022		2022-11-29 573720
VIC NOV 29 2022	20.00		0.00%	VIC NOV 29 2022	Swift Tickets	VIC NOV 29 2022		2022-11-29 573721
PERFECT MINDS NOV 30/22	275.00		0.00%	PERFECT MINDS NOV 30/22	PERFECT MINDS NOV 30/22	PERFECT MINDS NOV 30/22		2022-11-30 574972
Visitor Information Centre Bat	15.00		0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat		2022-11-30 574069
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574070
Visitor Information Centre Bat	150.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574071
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574072
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574073
Visitor Information Centre Bat	5.00		0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat		2022-11-30 574074
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574075
Visitor Information Centre Bat	30.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574076
Visitor Information Centre Bat	30.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-11-30 574077
<b>Period 11 Total</b>	<b>3,585.00</b>							
PERFECT MINDS DEC 1/22	200.00		0.00%	PERFECT MINDS DEC 1/22	PERFECT MINDS DEC 1/22	PERFECT MINDS DEC 1/22		2022-12-01 574750
Visitor Information Centre Bat	5.00		0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat		2022-12-01 574747
Visitor Information Centre Bat	100.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-12-01 574748
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-12-01 574749
PERFECTMINDS DEC 2 2022	265.00		0.00%	PERFECTMINDS DEC 2 2022	PERFECTMINDS	PERFECTMINDS DEC 2 2022		2022-12-02 575229
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-12-02 575175
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-12-02 575176
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-12-02 575177
Visitor Information Centre Bat	5.00		0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat		2022-12-02 575178
Visitor Information Centre Bat	50.00		0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat		2022-12-02 575179

	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%				
Visitor Information Centre Bat	10.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-02 575180
Visitor Information Centre Bat	10.00		0.00%	0.00%	Visitor Information Centre Bat	Transit- Swift Tickets	Visitor Information Centre Bat	2022-12-03 575181
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Swift Tickets	Visitor Information Centre Bat	2022-12-03 575189
PERFECTMINDS DEC 5 2022	265.00		0.00%	0.00%	PERFECTMINDS DEC 5 2022	PERFECTMINDS	PERFECTMINDS DEC 5 2022	2022-12-05 575603
Visitor Information Centre Bat	225.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575251
Visitor Information Centre Bat	10.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-05 575252
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575253
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-05 575254
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-05 575255
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575256
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575257
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575258
Visitor Information Centre Bat	100.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575259
Visitor Information Centre Bat	25.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-05 575260
PERFECT MINDS DEC 6 2022	185.00		0.00%	0.00%	PERFECT MINDS DEC 6 2022	PERFECT MINDS DEC 6 2022	PERFECT MINDS DEC 6 2022	2022-12-06 575771
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-07 575748
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-07 575749
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-07 575750
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-07 575751
Visitor Information Centre Bat	40.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-07 575752
PERFECT MINDS DEC 8 2022	115.00		0.00%	0.00%	PERFECT MINDS DEC 8 2022	PERFECTMINDS	PERFECT MINDS DEC 8 2022	2022-12-08 576630
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Colt book of 10	Visitor Information Centre Bat	2022-12-08 576633
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-08 576634
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-08 576635
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift Ticket # 6827	Visitor Information Centre Bat	2022-12-11 577256
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-12 579536
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	swift	Visitor Information Centre Bat	2022-12-13 579964
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-13 579965
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-13 579966
PERFECT MINDS DEC 14/22	25.00		0.00%	0.00%	PERFECT MINDS DEC 14/22	PERFECT MINDS DEC 14/22	PERFECT MINDS DEC 14/22	2022-12-14 582470
Visitor Information Centre Bat	35.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-14 580778
Visitor Information Centre Bat	10.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-14 580779
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-14 580780
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-14 580781
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-14 580783
PERFECTMINDS DEC 16 2022	60.00		0.00%	0.00%	PERFECTMINDS DEC 16 2022	PERFECTMINDS	PERFECTMINDS DEC 16 2022	2022-12-16 582466
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-16 582463
Visitor Information Centre Bat	40.00		0.00%	0.00%	Visitor Information Centre Bat	Colt 2x 10 pack single tickets	Visitor Information Centre Bat	2022-12-17 582707
Invoice Entry	1,295.00		0.00%	0.00%	Invoice Entry	Sales	TOWN OF COCHRANE LIBRARY BOARD	2022-12-21 584092
PERFECT MINDS DEC 22/22	225.00		0.00%	0.00%	PERFECT MINDS DEC 22/22	PERFECT MINDS DEC 22/22	PERFECT MINDS DEC 22/22	2022-12-22 586112
PERFECT MINDS DEC 28/22	250.00		0.00%	0.00%	PERFECT MINDS DEC 28/22	PERFECT MINDS DEC 28/22	PERFECT MINDS DEC 28/22	2022-12-28 586114
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-28 584888
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift	Visitor Information Centre Bat	2022-12-28 584889
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-28 584890
Visitor Information Centre Bat	30.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-28 584891
PERFECT MINDS DEC 29/22	350.00		0.00%	0.00%	PERFECT MINDS DEC 29/22	PERFECT MINDS DEC 29/22	PERFECT MINDS DEC 29/22	2022-12-29 587302
Visitor Information Centre Bat	200.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-29 585839
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-29 585840
Visitor Information Centre Bat	30.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-29 585841
Visitor Information Centre Bat	60.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-29 585842
Visitor Information Centre Bat	20.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-30 586387
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-30 586388
Visitor Information Centre Bat	50.00		0.00%	0.00%	Visitor Information Centre Bat	Transit	Visitor Information Centre Bat	2022-12-30 586389
Visitor Information Centre Bat	5.00		0.00%	0.00%	Visitor Information Centre Bat	Swift Pass	Visitor Information Centre Bat	2022-12-30 586390
AUGUST SERVICES	5,853.45		0.00%	0.00%	AUGUST SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-12-31 587630
DEC SERVICES	5,180.50		0.00%	0.00%	DEC SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-12-31 590549
Invoice Entry	680.00		0.00%	0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-12-31 588912
Invoice Entry	665.00		0.00%	0.00%	Invoice Entry	Sales	SPRAY LAKE SAWMILLS FAMILY SPORTS CENTRE	2022-12-31 588913
NOVEMBER SERVICES	4,058.75		0.00%	0.00%	NOVEMBER SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-12-31 587632
OCTOBER SERVICES	4,916.75		0.00%	0.00%	OCTOBER SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-12-31 587631
SEPT SERVICES	4,057.90		0.00%	0.00%	SEPT SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD	2022-12-31 590548
Period 12 Total	30,497.35							
31-00-4710-00	Total TRANSIT FARE	103,716.54	66,550.00	-37,166.54	(55.85%)			
31-00-4710-00	Total TRANSIT FARES	103,716.54	66,550.00	-37,166.54	(55.85%)			
31-00-4711-00	REGIONAL FARES							
SALES OF GOOD & SERVICES:								
31-00-4400-00	CHQ BATCH FEB 24/22	3,646.48	0.00%	0.00%	CHQ BATCH FEB 24/22	INK'D GRAPHICS	CHQ BATCH FEB 24/22	2022-02-24 475138
	CHQ BATCH FEB 24/22	3,410.70	0.00%	0.00%	CHQ BATCH FEB 24/22	INK'D GRAPHICS	CHQ BATCH FEB 24/22	2022-02-24 475139
Period 2 Total	7,057.18							

	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%				
CHQ BATCH MAR 15/22	341.20			0.00%	CHQ BATCH MAR 15/22	THE BENCH PRESS LTD.	CHQ BATCH MAR 15/22	2022-03-15 482058
Period 3 Total	341.20							
CHQ BATCH APR 1/22	341.20			0.00%	CHQ BATCH APR 1/22	THE BENCH PRESS.LTD	CHQ BATCH APR 1/22	2022-04-01 489334
Period 4 Total	341.20							
CHQ MAY 25/22	324.95			0.00%	CHQ MAY 25/22	THE BENCH PRESS LTD	CHQ MAY 25/22	2022-05-25 507473
Period 5 Total	324.95							
CHQ BATCH JUNE 21/22	341.20			0.00%	CHQ BATCH JUNE 21/22	THE BENCH PRESS LTD	CHQ BATCH JUNE 21/22	2022-06-21 518345
Period 6 Total	341.20							
Cheque Batch July 25 2022	342.75			0.00%	Cheque Batch July 25 2022	BENCH PRESS	Cheque Batch July 25 2022	2022-07-25 531609
REFUND	341.20			0.00%	REFUND	Debit Notes	CREATIVE OUTDOOR ADVERTISING	2022-07-26 539834
Period 7 Total	683.95							
Cheque Batch Aug 17 2022	342.75			0.00%	Cheque Batch Aug 17 2022	THE BENCH PRESS LTD	Cheque Batch Aug 17 2022	2022-08-17 539278
Period 8 Total	342.75							
Cheque Batch Sept 1 2022	5,954.00			0.00%	Cheque Batch Sept 1 2022	COLT Q1 & Q2	Cheque Batch Sept 1 2022	2022-09-01 545049
Period 9 Total	5,954.00							
CHQ BATCH OCT 4 2022	540.07			0.00%	CHQ BATCH OCT 4 2022	THE BENCH PRESS LTD	CHQ BATCH OCT 4 2022	2022-10-04 554968
CHQ BATCH OCT 31 2022	327.78			0.00%	CHQ BATCH OCT 31 2022	BENCH ADVERTISING	CHQ BATCH OCT 31 2022	2022-10-31 564185
Period 10 Total	867.85							
CHQ BATCH DEC 5/22	424.44			0.00%	CHQ BATCH DEC 5/22	THE BENCH PRESS LTD	CHQ BATCH DEC 5/22	2022-12-05 575294
CHQ BATCH DEC 19/22	472.23			0.00%	CHQ BATCH DEC 19/22	THE BENCH PRESS LTD	CHQ BATCH DEC 19/22	2022-12-19 582525
Period 12 Total	896.67							
31-00-4400-00	Total SALES OF GOODS & SERVICES	17,150.95	30,000.00	12,849.05	42.83%			
31-00-4400-00	Total SALES OF GOOD & SERVICES	17,150.95	30,000.00	12,849.05	42.83%			
<b>PROVINCIAL GRANTS:</b>								
31-00-4840-00	GOV OF AB 08-09 DIRECT DEPOSIT	112,822.00			0.00%	GOV OF AB 08-09 DIRECT DEPOSIT	GOV OF AB 08-09	2022-08-09 543842
	GOV OF AB 08-18 - COVID GRANT	7,634.63			0.00%	GOV OF AB 08-18 - COVID GRANT	RESTOR GRANT FOR TRANSIT	2022-08-18 543841
	Period 8 Total	120,456.63						
	2022 MSI operating correction	-112,822.00			0.00%	2022 MSI operating correction	2022 MSI operating correction	2022-09-30 561211
	Period 9 Total	-112,822.00						
31-00-4840-00	Total PROVINCIAL GRANTS	7,634.63		-7,634.63	0.00%			
31-00-4840-00	Total PROVINCIAL GRANTS	7,634.63		-7,634.63	0.00%			
31-00-4980-00	OTHER REVENUES	128,502.12	96,550.00	-31,952.12	(33.09%)			
<b>Expenses</b>								
<b>MEMBERSHIPS:</b>								
31-00-5214-00	Total MEMBERSHIPS		1,100.00	1,100.00	100.00%			
31-00-5214-00	Total MEMBERSHIPS		1,100.00	1,100.00	100.00%			
<b>MOBILE COMMUNICATIONS:</b>								

	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%			
31-00-5218-00							
31-00-5218-00	Total MOBILE COMMUNICATIONS	1,200.00	1,200.00	100.00%			
31-00-5218-00	Total MOBILE COMMUNICATIONS	1,200.00	1,200.00	100.00%			
<b>ADVERTISING:</b>							
31-00-5221-00	Recode SLSFSC transit admin fe	238.65		0.00%	Recode SLSFSC transit admin fe	Recode admin fee for SLSFSC tr	2022-12-31 600935
31-00-5221-00	Total ADVERTISING	238.65	15,000.00	14,761.35	98.41%		
31-00-5221-00	Total ADVERTISING	238.65	15,000.00	14,761.35	98.41%		
<b>CONTRACT-REGIONAL:</b>							
31-00-5238-00	RESEARCH & CONSULTING	4,090.60		0.00%	RESEARCH & CONSULTING	Purchases	CANADIAN URBAN TRANSIT RESEARCH 2022-11-30 575780
31-00-5238-00	Total CONTRACT - REGIONAL TRANSIT S	4,090.60	50,000.00	45,909.40	91.82%		
31-00-5238-00	Total CONTRACT-REGIONAL	4,090.60	50,000.00	45,909.40	91.82%		
<b>CONTRACT:</b>							
31-00-5239-00	Southland trans accrual	151,000.00		0.00%	Southland trans accrual	Southland transportation accru	2022-03-31 500333
	Period 3 Total	151,000.00					
	Southland trans accrual	-151,000.00		0.00%	Southland trans accrual	Southland transportation accru	2022-04-01 500333
	APRIL SERVICES	54,123.13		0.00%	APRIL SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 507525
	APRIL SERVICES	735.33		0.00%	APRIL SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 507525
	FEB 2022 SERVICES	48,148.54		0.00%	FEB 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 500965
	FEB 2022 SERVICES	735.33		0.00%	FEB 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 500965
	JANUARY SERVICES	55,516.66		0.00%	JANUARY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 507526
	JANUARY SERVICES	735.33		0.00%	JANUARY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 507526
	MAR 2022 SERVICES	51,031.86		0.00%	MAR 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 500966
	MAR 2022 SERVICES	3,331.64		0.00%	MAR 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 500966
	MAR 2022 SERVICES	735.33		0.00%	MAR 2022 SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-04-30 500966
	Period 4 Total	64,093.15					
	MAY SERVICES	50,855.56		0.00%	MAY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-05-31 516301
	MAY SERVICES	735.33		0.00%	MAY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-05-31 516301
	Period 5 Total	51,590.89					
	JUNE SERVICES	56,782.04		0.00%	JUNE SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-06-30 527779
	JUNE SERVICES	735.33		0.00%	JUNE SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-06-30 527779
	Period 6 Total	57,517.37					
	JULY SERVICES	54,908.00		0.00%	JULY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-07-31 541186
	JULY SERVICES	735.33		0.00%	JULY SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-07-31 541186
	Period 7 Total	55,643.33					
	Southland - August accrual	54,263.53		0.00%	Southland - August accrual	Southland - August accrual	2022-08-31 561194
	Period 8 Total	54,263.53					
	Q3 Setember Accrual	54,263.53		0.00%	Q3 Setember Accrual	Southland - September	2022-09-30 561195
	Period 9 Total	54,263.53					
	Q3 Setember Accrual	-54,263.53		0.00%	Q3 Setember Accrual	Southland - September	2022-10-01 561195
	Southland - August accrual	-54,263.53		0.00%	Southland - August accrual	Southland - August accrual	2022-10-01 561194
	Period 10 Total	-108,527.06					
	AUGUST SERVICES	62,229.53		0.00%	AUGUST SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-12-31 587630
	AUGUST SERVICES	735.33		0.00%	AUGUST SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-12-31 587630
	DEC SERVICES	52,802.80		0.00%	DEC SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-12-31 590549
	DEC SERVICES	735.33		0.00%	DEC SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-12-31 590549
	NOVEMBER SERVICES	45,042.49		0.00%	NOVEMBER SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD 2022-12-31 587632

	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%			
NOVEMBER SERVICES	735.33			0.00%	NOVEMBER SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
OCTOBER SERVICES	35,468.71			0.00%	OCTOBER SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
OCTOBER SERVICES	735.33			0.00%	OCTOBER SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
SEPT SERVICES	31,335.32			0.00%	SEPT SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
SEPT SERVICES	735.33			0.00%	SEPT SERVICES	Purchases	SOUTHLAND TRANSPORTATION LTD
Period 12 Total	230,555.50						
31-00-5239-00	Total CONTRACT	610,400.24	675,212.00	64,811.76	9.60%		
31-00-5239-00	Total CONTRACT	610,400.24	675,212.00	64,811.76	9.60%		
SNOW REMOVAL:							
31-00-5240-00	SNOW REMOVAL- BUS STOPS	1,185.08			0.00%	SNOW REMOVAL- BUS STOPS	Purchases
	Period 1 Total	1,185.08					
	BUS STOPS	392.28			0.00%	BUS STOPS	Purchases
	Period 3 Total	392.28					
	NOV SNOW REMOVAL- BUS STOPS	3,233.81			0.00%	NOV SNOW REMOVAL- BUS STOPS	Purchases
	Period 11 Total	3,233.81					
	SNOW REMOVAL	805.89			0.00%	SNOW REMOVAL	Purchases
	SNOW REMOVAL	3,233.81			0.00%	SNOW REMOVAL	Purchases
	Period 12 Total	4,039.70					
31-00-5240-00	Total SNOW REMOVAL	8,850.87	5,000.00	-3,850.87	(77.02%)		
31-00-5240-00	Total SNOW REMOVAL	8,850.87	5,000.00	-3,850.87	(77.02%)		
31-00-5274-00	INSURANCE						
GENERAL SUPPLIES:							
31-00-5510-00	COLT CARDS	112.50			0.00%	COLT CARDS	Purchases
	MEMBERSHIP FEES	1,249.65			0.00%	MEMBERSHIP FEES	Purchases
	Period 1 Total	1,362.15					
	SUPPLIES	4,892.97			0.00%	SUPPLIES	Purchases
	Period 3 Total	4,892.97					
	COCHRANE BAKING COMPANY	52.90			0.00%	COCHRANE BAKING COMPANY	DEVIN C LAFLECHE
	EVENTBRITE/OPENSCANINA	195.54			0.00%	EVENTBRITE/OPENSCANINA	DEVIN C LAFLECHE
	TIM HORTONS #2141	19.49			0.00%	TIM HORTONS #2141	DEVIN C LAFLECHE
	Period 4 Total	267.93					
	CANGOLF	34.20			0.00%	CANGOLF	DEVIN C LAFLECHE
	EARLS BANFF	38.86			0.00%	EARLS BANFF	DEVIN C LAFLECHE
	STAPLES.CA	46.45			0.00%	STAPLES.CA	DEVIN C LAFLECHE
	Period 5 Total	119.51					
	THE MOOSE HOTEL	472.27			0.00%	THE MOOSE HOTEL	DEVIN C LAFLECHE
	TIM HORTONS #2141	28.62			0.00%	TIM HORTONS #2141	DEVIN C LAFLECHE
	WHITEBARK CAFE	15.29			0.00%	WHITEBARK CAFE	DEVIN C LAFLECHE
	TRANIST POSTCARDS	150.00			0.00%	TRANIST POSTCARDS	Purchases
	Period 6 Total	666.18					
	COCHRANE BAKING COMPANY	27.00			0.00%	COCHRANE BAKING COMPANY	DEVIN C LAFLECHE
	COLT RACK CARDS	135.00			0.00%	COLT RACK CARDS	Purchases
	Period 7 Total	162.00					
	COCHRANE COFFEE TRADER	15.01			0.00%	COCHRANE COFFEE TRADER	DEVIN C LAFLECHE
	COCHRANE FOOD FESTIVAL	100.00			0.00%	COCHRANE FOOD FESTIVAL	Purchases
							US BANK CANADA
							QUIRK SOCIAL LTD.
							2022-01-20 461404
							2022-01-20 461397
							2022-03-31 488922
							2022-03-31 495979
							2022-04-11 511472
							2022-04-11 511474
							2022-04-11 511473
							2022-05-10 524618
							2022-05-10 524619
							2022-05-10 524617
							2022-06-10 533373
							2022-06-10 533375
							2022-06-10 533374
							2022-06-30 527770
							2022-07-11 544808
							2022-07-31 536568
							2022-08-10 549098
							2022-08-24 541211

	YTD 2022	Budget 2022	Variance Surplus / (Deficit)	%				
ACTING SERVICES- COLT	100.00			0.00%	ACTING SERVICES- COLT	Purchases	JESSAMINE, REBECCA	2022-08-31 545491
Period 8 Total	215.01							
COCHRANE BAKING COMPANY	26.45			0.00%	COCHRANE BAKING COMPANY	DEVIN C LAFLECHE	US BANK CANADA	2022-09-12 558279
COLT SHOOTING/EDITING	3,000.00			0.00%	COLT SHOOTING/EDITING	Purchases	BLACKHOUSE CINEMA LTD.	2022-09-12 547780
TIM HORTONS #2141	19.49			0.00%	TIM HORTONS #2141	DEVIN C LAFLECHE	US BANK CANADA	2022-09-12 558280
COLT ITEMS	4,908.00			0.00%	COLT ITEMS	Purchases	NIKSTAR INC.	2022-09-30 560421
Period 9 Total	7,953.94							
AAMA NEPALESE CUISINE	123.28			0.00%	AAMA NEPALESE CUISINE	DEVIN C LAFLECHE	US BANK CANADA	2022-10-10 571983
COLT BUS LABOUR DAY ENTRY FEE	125.00			0.00%	COLT BUS LABOUR DAY ENTRY FEE	Purchases	COCHRANE AND AREA EVENTS SOCIETY	2022-10-18 560468
SUPPLIES	7,309.92			0.00%	SUPPLIES	Purchases	FOX ENERGY SYSTEMS INC.	2022-10-31 574524
Period 10 Total	7,558.20							
LETTER DECAL	65.90			0.00%	LETTER DECAL	Purchases	FOX ENERGY SYSTEMS INC.	2022-12-31 590523
MONTHLY TRANSIT PASSES	1,686.63			0.00%	MONTHLY TRANSIT PASSES	Purchases	CANADA TICKET, TAG & LABEL PRINT SOLUTIONS	2022-12-31 593634
Period 12 Total	1,752.53							
31-00-5510-00	Total GENERAL SUPPLIES	24,950.42	5,000.00	-19,950.42	(399.01%)			
31-00-5510-00	Total GENERAL SUPPLIES	24,950.42	5,000.00	-19,950.42	(399.01%)			
GRANTS TO ORGANIZATIONS:								
31-00-5770-00	2022 OPERATING GRANT	269,410.00			0.00%	2022 OPERATING GRANT	Purchases	ROCKYVIEW REGIONAL HANDIBUS SOCIETY
31-00-5770-00	Total GRANTS TO ORGANIZATIONS	269,410.00	269,410.00		0.00%			
31-00-5770-00	Total GRANTS TO ORGANIZATIONS	269,410.00	269,410.00		0.00%			
		917,940.78	1,021,922.00	103,981.22	10.18%			
<b>Surplus/Deficit</b>		<b>-789,438.66</b>	<b>-925,372.00</b>	<b>-135,933.34</b>	<b>14.69%</b>			

**ON-DEMAND TRANSIT SERVICE AGREEMENT**  
THIS CONTRACT made the 24 day of April 2019.

BETWEEN:

**The Town of Cochrane**  
(the "Town")

OF THE FIRST PART

- and -

**Southland Transportation Ltd.**  
(the "Southland")

OF THE  
SECOND PART

**WHEREAS**, the Town requires the services of a contractor in connection with the operation of an on-demand transit service.

**WHEREAS**, Southland is qualified or has in its employment personnel qualified to provide the required services;

**AND WHEREAS**, the Town has issued a Request for Proposals, dated September 25, 2018 ("Request for Proposals") which is attached as Schedule "D" to this Contract, and Southland has presented a Proposal, dated November 2, 2018 ("Proposal"), which is attached as Schedule "C" to this Contract.

**NOW THEREFORE**, in consideration of the promises, mutual terms, covenants and conditions contained herein, the parties hereto agree as follows:

## **1. General Provisions:**

- 1.1 The Town hereby retains Southland and Southland hereby accepts such retainer to provide the services described in Schedule "A" hereto (the "Work").
- 1.2 Upon execution, this Contract constitutes an acceptance between the Town and Southland of the terms and conditions herein.
- 1.3 No person, employee, sub-contractor, or supplier of Southland shall be considered an employee of the Town. No person, employee, sub-contractor, or supplier of the Town shall be considered an employee of Southland.
- 1.4 This Contract shall consist of the following documents:

- a. this On-Demand Transit Service Agreement;
  - b. Schedule A: Scope of Work;
  - c. Schedule B: Fees for Services;
  - d. Schedule C: The Proposal; and
  - e. Schedule D: The Request for Proposals.
- 1.5 In the event of a conflict, the documents that comprise the Contract shall take priority over each other in the same order as they are listed in section 1.4.

## **2. Term:**

- 2.1 This Contract shall come into effect as of the date first above written. Southland shall commence the portion of the Work consisting of the provision of transit service to customers ("Transit Service") on 01 October 2019. This Contract shall remain in effect from the date first above written until 30 September 2024, unless extended or terminated as set out herein (the "Term").
- 2.2 At the sole discretion of the Town, the Term of this contract may be extended an additional five (5) years on notice to Southland not less than thirty (30) days before expiry of the Term.
- 2.3 The start date for the Transit Service may be delayed by the Town on notice to Southland not less than thirty (30) days prior to 01 October 2019. The delay will not exceed six (6) months. In the event of a delayed term start date, the expiry of the Term will be extended by a corresponding period, subject to earlier terminated by either party as set forth herein or extended by the Town in accordance with section 2.2.

## **3. Fees, Invoicing & Payments:**

- 3.1 In consideration of the proper performance of the Work by Southland pursuant to this Contract, the Town shall pay Southland the amount set out in Schedule "B" (the "Fees for Services") as full, final and complete consideration for Southland's Work under this Contract.
- 3.2 Concurrently with execution of this Contract, and again prior to commencing the Work hereunder, concurrently with all invoices for the Fees for Services, and upon request from the Town from time to time, Southland shall provide evidence of compliance with all requirements of the Province of Alberta with respect to Workers' Compensation including payment due thereunder. Such evidence shall also include proof of compliance by any sub-contractors engaged in performing the Work.

- 3.3 The Fees for Services do not include GST. Southland shall add GST to any invoices issued pursuant to this Contract, and shall remit such taxes as required by law.
- 3.4 On a monthly basis Southland shall submit one (1) invoice to the Town for Work performed during the previous month. The amount invoiced shall be in accordance with Schedule "B" to this Contract. Southland shall provide such invoice within five (5) days after the end of the relevant month. The Town shall pay invoices within thirty (30) days from the receipt of such invoices from Southland.
- 3.5 Southland shall not be entitled to any compensation for the Work except for the Fees for Services unless otherwise agreed in advance in writing by the Town, in the Town's sole discretion. If the Town does agree in advance to such additional compensation, such expenses shall be included in the invoice for the month in which they were incurred.
- 3.6 **Fuel Escalator and De-Escalator:**  
The parties acknowledge and agree that the payments made by the Town to Southland shall be subject to a price adjustment based on fuel cost escalation or de-escalation. The established benchmark for fuel escalation/de-escalation will be the commercial price on November 2, 2018 (regular gasoline 108.85 cents/litre and propane 50.32 cents/litre) with a \$0.03 collar to the positive or negative, which, if the collar is breached, would invoke the application of the fuel escalator or de-escalator.
- The fuel adjustment will be calculated monthly based on the price of Gasoline or Propane on the 1st of each month obtained from the Petro Canada or Superior Propane website for Cochrane
- 3.7 Annual increase will be based on the Transportation component of the Alberta Consumer Price Index with a minimum annual increase of 0.5% and a maximum annual increase of 2.0%.

## **4. Default & Termination:**

- 4.1 If the Town determines that Southland is in default of its obligations as set out in this Contract, the Town shall provide Southland with a written notice of such default (a "Notice of Default"). Southland shall remedy such default, at its sole expense, within ten (10) days of receipt of the Notice of Default or, if the default is of such a nature that it cannot be remedied within ten (10) days, Southland shall commence such remedy within ten (10) days and complete such remedy in a timely and diligent manner.

- 4.2 If Southland:
- a. is in default of its obligations as set out in this Contract and fails to remedy such default in accordance with section 4.1;
  - b. becomes bankrupt or insolvent, takes the benefit of any enactment for the benefit of bankrupt or insolvent debtors, files any proposal or makes any assignment for the benefit of creditors or any arrangement or compromise; has a receiver or receiver and manager appointed; has steps taken against it for dissolution, winding up, or liquidation of assets, or makes a sale in bulk of any of its assets wherever situate; or
  - c. is in breach of any of its representations or warranties in this Contract, Southland is in breach of this Contract and section 4.3 shall apply.
- 4.3 If Southland is in breach of this Contract pursuant to section 4.2, the Town may do any or all of the following:
- a. terminate this Contract on notice to Southland;
  - b. correct the breach at Southland's expense; or
  - c. take any other steps available at law or equity.
- 4.4 If Southland is in breach of this Contract pursuant to section 4.2, all damages, expenses, fees, costs, including legal costs on a solicitor and own client basis, incurred or suffered by the Town as a result of Southland's breach of this Contract, the termination of the Contract by the Town, or any steps taken by the Town to correct the breach, shall be a debt immediately due and owing by Southland to the Town.
- 4.5 Termination without Cause:
- a. At any time, the Town may terminate this Contract without cause by giving at least ninety (90) days' written notice to Southland of the termination.
  - b. At any time, Southland may terminate this Contract without cause by giving at least nine (9) months' written notice to the Town of the termination.
  - c. The Town may, but is not required to, provide reasons for the pursuant to section 4.5(a).
  - d. If the Town terminates this Contract pursuant to section 4.5(a), Southland shall be entitled to the Fees for Services up to the effective date of termination.
  - e. If the Town terminates this Contract pursuant to section 4.5(a), Southland shall not be entitled to any compensation except for the Fees for Services as specified in section 4.5(c). Southland specifically agrees that it shall not be entitled to any other compensation for damages, fees, expenses, losses, or any other compensation in law or equity, as a result of the termination of this Contract pursuant to section 4.5(a) including indirect damages.
  - f. In the event that the Town issues notice of termination pursuant to section 4.5(a), Southland shall perform the Work up to and including the effective

date of the termination, after which Southland shall not perform any further Work unless otherwise agreed in writing between the parties.

- g. In the event that the Town issues notice of termination pursuant to section 4.5(a), Southland shall provide the Town with the particulars of all outstanding orders relating to goods and materials ordered to carry out the Work and Southland shall take whatever action is deemed necessary by the Town including, but not limited to, cancelling orders, retaining, selling or otherwise disposing of goods and materials, and completing other Work as required.

## **5. Vehicles:**

- 5.1 The Town shall obtain possession and title to eight (8) buses for Southland's lease strictly for carrying out the services and Work (the "Vehicles") hereunder. The Town shall prior to its Vehicle(s) acquisition consult with Southland relative to the nature of the Vehicles and the Town shall obtain the consent of Southland to the acquisition which consent shall not be unreasonably withheld. The Vehicles shall at the commencement of the Term be delivered to Southland by the Town and thereafter shall be in Southland's possession and at Southland's risk during the Term of this Contract. The Town represents and warrants to Southland that the Vehicles on delivery to Southland shall be in reasonable condition, of merchantable quality and fit for the purposes hereof. The Town shall assign to Southland during the Term all manufacture's warranties associated with the Vehicles. The parties shall forthwith prepare a lease agreement respecting the Vehicles in a form determined by the Town and consented to by Southland which consent shall not be unreasonably withheld. The Vehicles when returned by Southland to the Town shall be in substantially similar to their condition on delivery to Southland reasonable wear and tear excluded.
- 5.2 If a Vehicle is damaged or destroyed as a result of the action, inaction, negligence, or willful misconduct of Southland or any subcontractor, employee, or any other person for whom Southland is responsible at law, Southland shall repair such Vehicle to its prior condition or shall replace it with a comparable vehicle to the satisfaction of the Town, acting reasonably, at Southland's sole expense.
- 5.3 If a Vehicle is damaged or destroyed as a result of the action, inaction, negligence, or willful misconduct of a third party or the Town or any subcontractor (excluding Southland), employee, or any other person for whom the Town is responsible at law, the Town shall repair such Vehicle to its prior condition or shall replace it with a comparable vehicle to the satisfaction of the Town, acting reasonably, at the Town's expense. In the case of damage or destruction caused by a third party, Southland shall cooperate fully with the Town, at Southland's expense, in respect of any claims, actions or proceedings for compensation from such third party.

- 5.4 If a warranty or warranty claim in respect of a Vehicle is void, denied, or not fulfilled, or a warranty or warranty claim in respect of a Vehicle is void, denied, or not submitted in a timely manner due to the action, inaction, negligence, or willful misconduct of Southland or any subcontractor, employee, or any other person for whom Southland is responsible at law, Southland shall reimburse the Town for any expenses that would have been covered by such warranty, throughout the term that the warranty would have applied.
- 5.5 Further, reasonable wear and tear would include but not limited to rock chips, windshield damage, exterior scuffing, and anything that is normally expected when operating public transit.
- ## 6. Representations and Warranties

- 6.1 Southland hereby represents and warrants to the Town, and acknowledges that the Town is relying upon such representations and warranties that, upon execution of this Contract and throughout the Term:
- a. Southland is a duly incorporated corporation legally entitled to carry on business in the Province of Alberta;
  - b. Southland is not a non-resident of Canada within the meaning of the *Income Tax Act* (Canada);
  - c. Southland is a GST registrant and its GST registration number is 10494 4079 RT0001;
  - d. Southland is in compliance with all laws and regulations of any public authority relating to the conduct of its business and has all required approvals, permits, licenses, certificates and authorizations necessary to carry on its business and to carry out the Work and any of its obligations hereunder and there are not any proceedings whatsoever, actual or pending, and whether concerning cancellation, extension or otherwise, relating to the said approvals, permits, licenses, certificates or authorizations;
  - e. No person has been employed or retained to solicit or secure this Contract upon the promise of any consideration; and
  - f. Southland does not have any actual or perceived conflict of interest with respect to its obligations pursuant to this Contract.

## 7. Workers and Subcontractors

- 7.1 Southland shall pay all salaries, wages, bonuses, retirement, withholdings, worker's compensation, unemployment compensation, or other employee compensation or benefits, and all related taxes and premiums in respect of its employees involved in the Work.
- 7.2 Southland shall pay all source deductions, income tax, Canada pension contributions, employment insurance premiums, assessments and premiums

levied pursuant to the *Workers' Compensation Act* and all other required payments, contributions or deductions in respect of its employees involved in the Work.

- 7.3 Where an individual is specified in the Proposal to provide a portion of the Work, Southland shall ensure that individual provides such portion of the Work unless otherwise agreed by the Town, acting reasonably.
- 7.4 The Town may, acting reasonably, require Southland to remove any employee or subcontractor from providing the Work or any portion thereof, and Southland shall forthwith comply with such requirement.
- 7.5 Southland shall not engage any subcontractors to perform the Work or any portion thereof except with the consent of the Town, which shall be in the Town's sole discretion. Southland shall ensure that any subcontractors comply with the terms of this Contract and the engagement of a subcontractor, regardless of the consent of the Town, shall not relieve Southland of any of its obligations hereunder.

## **8. Performance of Scope of Work**

- 8.1 Southland shall carry out the Work:
  - a. In a good and workmanlike manner and in accordance with good industry practice;
  - b. In accordance with the terms of this Contract; and
  - c. In accordance with all applicable federal, provincial and municipal laws, bylaws, regulations, enactments, and the terms of any licenses, permits or authorizations.
- 8.2 Without restricting section 8.1, Southland shall:
  - a. Ensure that any use of wireless communications while conducting the Work is appropriate and safe;
  - b. Pay and make all fees, licenses, permits, filings, and all other costs incidental to the performance of the Work; and
  - c. Pay any and all traffic violation tickets, fines or penalties which may arise while performing the Work, and further Southland shall address any traffic violations shall in an appropriate manner.

## **9. Confidentiality & Data Security:**

- 9.1 All data, regardless of form, including originals, images, reproductions, audio and visual recordings, and any information acquired through the WIFI service provided to passengers in possession of Southland in connection with this Contract is confidential, proprietary information owned

- by the Town. Southland shall not disclose data generated in performing any service to any third party under any circumstance, other than when required by law or with the consent of the Town. All requests for disclosure shall be directed to the Town.
- 9.2 Southland shall secure and protect all personal, financial account, and any other confidential or personal information in its possession in connection with this Contract, regardless of format, and shall ensure that there is no unauthorized access of such information.
- 9.3 Southland acknowledges that information and records compiled or created under this Contract, which are in the custody of Southland, are subject to the *Freedom of Information and Protection of Privacy Act*. Southland shall comply with the Town's requirements in respect of such legislation. If a request is received for any of these records, Southland shall forward the information and records, at Southland's expense, to the Town within five (5) calendar days of notification by the Town.
- 9.4 Southland shall maintain software limiting access to inappropriate material and the amount of data available to passengers on the WIFI service provided on the Vehicles.
- 9.5 Southland shall report any breach of security or violation of Sections 9.1 to 9.4 to the Town immediately.

## **10. Retention & Ownership of Information and Software Licenses:**

- 10.1 Any work, information, software, drawings, art work, publicity materials, route information, schedules, and general records in any form related to the Work, acquired or produced under this Contract by Southland, or provided by the Town for use by Southland, or jointly prepared by the Town and Southland, is owned by the Town. The Town shall grant to Southland a license to use such materials to the extent necessary to carry out the Work.
- 10.2 Southland shall return all information and records received or compiled by Southland in accordance with this Contract within sixty (60) days after the date of termination or expiry of this Contract. Southland shall not retain any copies except as required by law or with the consent of the Town.
- 10.3 Pursuant to this Contract, the Town shall provide Southland with any required information for the proper performance of their obligations, and shall provide cooperation, as is reasonable, to enable to Southland to carry out the required services.

- 10.4 Southland is obtaining a five (5) year license for software for the management of trips, the Vehicles, metrics, scheduling and maintenance management (“On-Demand Software”), and:
- a. Southland hereby represents and warrants to the Town that the cost of such license is one hundred fifty-four thousand eight-hundred dollars (\$154,800.00) and the Town shall pay such amount to Southland on or before the commencement date for the Transit Service;
  - b. If the Contract is terminated for any reason with exception of Section 4.5(a) prior to the fifth (5<sup>th</sup>) anniversary of the commencement of the Transit Service, Southland shall reimburse the Town a *pro-rata* portion of the fee for the On-Demand Software, unamortized, based on the actual time period remaining in the original 5 year term (for clarification and by way of example only, if the Contract ends on the second anniversary of the commencement of the Transit Service, Southland shall reimburse the Town 3/5 of \$154,800.00);
  - c. In the event that the Town renews this Contract, an additional licensing cost amount shall be payable in respect of the On-Demand Software; and
  - d. Southland hereby represents and warrants to the Town that Southland shall obtain and maintain all rights necessary in respect of the On-Demand Software for the Work to be carried out, including the Town’s use of the On-Demand Software.

## **11. Insurance & Liability:**

- 11.1 Without in any way limiting the liability of Southland under this Contract, Southland shall obtain and maintain in force, at Southland's expense, during the Term of this Contract the following insurance (on an occurrence form where applicable):
- a. automobile liability insurance covering all owned, leased and rented automotive equipment used in connection with the Work (excluding the Vehicles), providing coverage of at least Ten million (\$10,000,000.00) dollars inclusive per occurrence;
  - b. automobile physical damage insurance coverage for collision and comprehensive damages to the Vehicles, including a maximum deductible of two thousand five hundred (\$2,500.00) dollars.
  - c. a commercial general liability insurance policy per occurrence providing coverage of at least five million (\$5,000,000.00) dollars inclusive and in respect of any one claim for injury to or death of any one or more persons or damage to or destruction of property. Such coverage shall include:
    - i. non-owned automobile liability;
    - ii. independent sub-contractors;
    - iii. contractual liability including this Contract;
    - iv. contingent employer's liability;

- v. employee theft or dishonesty
  - vi. broad form property damage, including mobile equipment endorsement;
  - vii. environmental liability in the amount of not less than five hundred thousand \$500,000.00 dollars;
  - viii. cross-liability;
  - ix. products and completed operations;
  - x. operation of attached machinery; and
  - xi. employer's liability insurance respecting employees, if any, of Southland with limits of liability of not less than two million (\$2,000,000.00) dollars per employee for each accident, accidental injury or death of an employee or any sub-contractor engaged by Southland;
- d. workers' compensation coverage for all employees, engaged by Southland in accordance with the laws of the Province of Alberta; and
- e. such other insurance as the Town may from time to time reasonably require.

11.2 Southland shall ensure that:

- a. all insurance coverage maintained by Southland in accordance with section 11.1 of this Contract shall name the Town as an additional insured in respect to the services provided to the Town by Southland;
- b. no such insurance policy may be cancelled without the insurer providing no less than thirty (30) days written notice of such cancellation to the Town; and
- c. a Certificate of Insurance including the Town as an additional insured be furnished, evidencing the required insurance coverage.

11.3 Southland shall be responsible for all deductibles payable for insurance policies required pursuant to section 11.1 of this Contract.

11.4 If requested to do so by the Town, Southland shall obtain automobile liability and collision insurance in respect of the Vehicles, in which event:

- a. the coverage limits, deductibles and other terms shall be as specified by the Town;
- b. the Town shall be named as a named insured;
- c. the insurance shall be at the Town's cost and the Town shall reimburse Southland for such insurance in accordance with Schedule B;
- d. any amounts paid by the insurer pursuant to such policy shall belong to the Town, and if they are received by Southland, they are held in trust for the Town and shall be forthwith provided to the Town; and
- e. any deductibles payable pursuant to such policy shall be paid by the Town unless the claim is a result of the negligence, willful misconduct, or breach of this Contract by Southland or any director, officer, employee, contractor,

agent, or representative of Southland or any other person for whom Southland is responsible at law, in which event such deductibles shall be payable by Southland.

- 11.5 Southland shall not do anything which may result in a termination, cancellation, or increase in deductibles or premiums for any insurance held by the Town in respect of the Vehicles or obtained pursuant to this Contract.
- 11.6 Southland shall at all times and without limitation, indemnify and save harmless the Town, its Councilors, directors, officers, employees, contractors, agents, insurers and representatives (the "Indemnified Parties") from and against any and all liabilities, losses, costs, damages, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions, causes of action, claims, demands and proceedings, all of whatever nature and kind which any of the Indemnified Parties may sustain, pay or incur or which may be brought or made against all or any of them, and whether or not incurred in connection with any action or other proceedings or claims or demands made with respect to any occurrence, event, incident or matter caused by, and/or arising as a direct or indirect result of:
- a. Southland's performance or purported performance or non-performance of this Contract;
  - b. any negligence, willful misconduct, or breach of this Contract by Southland or any director, officer, employee, contractor, agent, or representative of Southland or any other person for whom Southland is responsible at law; or
  - c. the failure of Southland to remit all applicable taxwithholdings, Canada Pension contributions, employment insurance contributions and all other payments, contributions or deductions for which Southland is liable.
- 11.7 The Town shall at all times, and except as provided herein, without limitation, indemnify and save harmless Southland and all its shareholders, directors, officers and employees (the "Southland Group") from and against any and all liabilities, losses, costs, damages, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions, causes of action, claims, demands and proceedings, all of whatever nature and kind which any of the Southland Group may sustain, pay or incur or which may be brought or made against all or any of them, and whether or not incurred in connection with any action or other proceedings or claims or demands made with respect to any occurrence, event, incident or matter caused by, and/or arising as a direct or indirect result of:
- a. The Town's performance or purported performance or non-performance of this Contract; or
  - b. any negligence, willful misconduct, or breach of this Contract by the Town or

the Indemnified Parties or any other person for whom Town is responsible at law except those arising on the negligence, willful misconduct, or breach of this Contract of and by Southland Group or and persons who they are responsible for in law.

## **12. Dispute Resolution**

- 12.1 The parties agree to work together to amicably resolve any disputes which may arise pursuant to this Contract. If either party determines that the dispute cannot be resolved amicably, that party may proceed to litigation or, if both parties agree, arbitration.
- 12.2 In the case of any dispute pertaining to amounts payable pursuant to this Contract, the disputed payment, plus interest accumulated as a result of the proceedings, shall be payable as of a date determined in the proceedings.
- 12.3 Notwithstanding any dispute between parties, both parties shall continue to fulfil their obligations pursuant to this Contract while such dispute is resolved.

## **13. Advertising & Promotion:**

- 13.1 The Town may engage a third party to install advertising on or in the Vehicles (the "Advertising Vendor").
- 13.2 Southland shall allow the Advertising Vendor access to the Vehicles to install and remove advertising material from time to time, and Southland shall accommodate the Vendor's need to accomplish those tasks through working space and availability of Vehicles to the extent it does not unreasonably interfere with Southland's own duties or ability to perform the Work.
- 13.3 The Town shall repair or cause to be repaired any damage to a Vehicle that the Town deems resulted from the installation or removal of advertising material by the Vendor. The Town may choose to work with Southland to complete repairs or engage an outside source. Southland shall notify the Town of such damage and shall establish a system to distinguish it from other types of damage. Such a system shall include Vehicle number, area(s) needing repair, and digital pictures of the Vehicle's condition. If Southland completes the repair work, Southland shall invoice the Town for such repairs, at a cost agreed upon between Southland and the Town.
- 13.4 Southland shall not place any advertising material on the Vehicles unless expressly authorized by the Town.

## **14. Publication and Media:**

- 14.1 Southland shall not publish, release, disclose or announce to any member of the public, press, official body, or third party:
- a. the Contract, transit-related documents or their concerns, without the prior written consent of the Town except as required by law;
  - b. any statements about the Town's transit service, without consent of the Town; or
  - c. advertising or promotional material, without consent of the Town.

## **15. Contractor Requirements and Status:**

- 15.1 Southland may accept concurrent contract retainers from other parties during the Term, provided that they do not unreasonably interfere, in the opinion of the Town, with the Work Southland is required to perform under this Contract.
- 15.2 Southland is an independent contractor of the Town. Nothing in this Contract shall be taken to create any employment, joint venture, partnership, or agency relationship. Southland has no authority to assume or create any obligation whatsoever, expressed or implied, on behalf of or in the name of the Town, nor to bind the Town in any manner whatsoever, except as otherwise expressly stated herein.

## **16. Emergencies:**

- 16.1 In an emergency situation the Town may take whatever action or measure necessary to eliminate the emergency, which may include requiring Southland to provide labour, services, equipment or materials, as they relate to the provision of transit services.

## **17. Notices:**

- 17.1 Any notice, consent, approval, or other communication pursuant to this Contract ("Notice") shall be in writing and may be delivered to the parties by hand, facsimile, email, or registered mail to the following addresses:

TOWN OF COCHRANE  
Attn: Devin LaFleche, Transit Analyst  
101 RancheHouse Road  
Cochrane, AB T4C 2K8  
Facsimile: 403-851-4739  
Email: devin.lafleche@cochrane.ca

Southland Transportation Ltd.  
Attention: Craig Loose, Regional Director  
65 Highfield Place SE,  
Calgary, AB T2G 4Z7  
Facsimile: 403-235-6360  
Email: craiglo@corp.pwt.ca

Or such other address as the parties may specify from time to time on notice to the other.

- 17.2 Notices given at the above addresses shall be deemed to have been received on the next business day after hand delivery, facsimile or email, or upon the seventh day after the date of mailing, provided that normal postal service is available at the time of mailing and for seven (7) days thereafter.
- 17.3 In the event of disruption of normal postal services, the party giving Notice hereunder shall be required to ensure delivery of the notice is carried out by other methods.

## **18. General:**

- 18.1 The provisions of this Contract which by their context are meant to survive the termination or expiry of the Term, shall survive the termination or expiration of the Term, and shall not be merged therein or therewith.
- 18.2 If the singular or masculine form of a term is used in this Contract, it shall include the plural, feminine or neutral, as the context so requires, and vice versa.
- 18.3 The headings in this Contract are for convenience only and shall not affect its interpretation.
- 18.4 Southland shall ensure that no liens, encumbrances, registrations or claims are registered against any property of the Town, personal or real, in respect of Southland's activities pursuant to this Contract. Should such a registration occur, Southland shall forthwith take all steps necessary to have it removed, including payment of alternate security into a court of competent jurisdiction.
- 18.5 If any portion of this Contract is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed and the remainder of the Contract shall be deemed valid.
- 18.6 Neither party shall be in default of its obligations pursuant to this Contract to the extent that it is delayed or prevented from carrying out those obligations

due to natural disaster, extreme weather, act of war or terrorism, strikes, lockouts, or other matters of a force majeure nature outside of the party's reasonable control. If a force majeure event occurs, the time to complete the obligation prevented by the event shall be extended for the period of time of the delay. In no circumstances shall lack of funds be a force majeure event.

- 18.7 This constitutes the entire Contract between the parties hereto with respect to the matters set out herein and the parties acknowledge and agree that there are no covenants, representations, warranties, contracts or conditions expressed or implied, collateral or otherwise, forming part of or in any way affecting or relating to this Contract.
- 18.8 This Contract may not be altered or amended in any of its provisions, except where any such changes are reduced to writing and executed by the parties.
- 18.9 The remedies available to the Town pursuant to this Contract are cumulative and are in addition to any other remedies which may be available in law or equity.
- 18.10 The Town shall be entitled to set off any amounts owing by Southland to the Town against any amounts payable by the Town to Southland.
- 18.11 This Contract shall endure to the benefit of and be binding upon the parties herein and their respective heirs, successors and assigns.
- 18.12 Time is of the essence in this Contract.

IN WITNESS WHEREOF the parties have executed this Contract as of the date first above written.

**SOUTHLAND TRANSPORTATION LTD.**

1

Per: \_\_\_\_\_



*Craig Loose*

Per: \_\_\_\_\_ (c/s)

**THE TOWN OF COCHRANE**

Per: \_\_\_\_\_



Per: \_\_\_\_\_

(c/s)

## **Schedule “A” Scope of Work**

### **1 The Proposal**

- 1.1 The Work shall be in accordance with the Contract, in particular the Request for Proposals and the Proposal. The remainder of this Schedule “A” does not restrict the generality of the foregoing.

### **2 Service Coverage**

- 2.1 Southland shall provide on-demand local Transit Service throughout the transit service boundary specified in the Request for Proposals, to the bus stops determined by the Town from time to time. If directed by the Town, Southland shall provide door-to-door on-demand service as required by the Town for certain passengers or groups of passengers.

### **3 Service Span**

- 3.1 Southland shall offer the Transit Service during the following time periods:

Monday to Friday	6:00 a.m. to 8:00 p.m.
Saturday	9:00 a.m. to 3:00 p.m.
Sundays and Statutory Holidays	None

(the “**Base Service Span**”). In the Town’s sole discretion, the Town may amend the Base Service Span hours from time to time with thirty (30) days of notice to Southland or as agreed upon by both parties.

### **4 Operators and Supervisors**

- 4.1 Southland shall provide adequate operators for the Vehicles to meet its obligations pursuant to the Contract. Such operators shall:

- be fully trained and qualified to operate the Vehicles and provide the Transit Services in accordance with the requirements of all applicable Alberta laws, good industry standards, and the Contract;
- be fully trained and qualified in the securement of mobility aids and the transportation of and provision of assistance to people with disabilities;
- be bonded;
- pass criminal record checks and vulnerable sector checks and any other security clearance that may be required by the Town from time to time;
- be fully trained in the use of the appropriate On-Demand software; and
- have a neat and professional appearance and be readily identifiable as Southland personnel.

- 4.2 Southland shall provide to the Town documentation confirming that the operators it provides meet the requirements of the above section 4.1 upon request from the Town from time to

time.

- 4.3 Southland shall ensure that all staff and workers, including operators, are properly supervised for compliance with this Contract.
- 4.4 Southland shall provide appropriate office staff to meet its administrative obligations pursuant to this Contract.

## **5 Booking**

- 5.1 Southland shall provide booking service for passengers to schedule a trip via mobile application ("App"), computer website, and by calling over the phone, and shall coordinate such bookings with the On-Demand Software. Passengers shall be able to book multiple trips, select their pick-up and drop-off location, and schedule trips up to seven (7) days in advance. Southland may require passengers to book at least thirty (30) minutes in advance of their trip. Southland shall manage all bookings.
- 5.2 The App shall provide passengers with directions to the nearest bus stop, estimated pick-up time, and estimated total trip time.

## **6 Routing**

- 6.1 Southland shall route Vehicles such that passengers are picked up on average not more than thirty (30) minutes after their requested pick-up time when scheduling their trip, and so that the average rider trip time does not exceed thirty (30) minutes.

## **7 Passenger Support**

- 7.1 Southland shall collect all passenger feedback and complaints received by any method of communication and report such feedback and complaints to the Town.
- 7.2 From the commencement of the Term until the first anniversary of the commencement of the Transit Service, Southland shall work with the Town to promote the Transit Service, including training and educating Town staff and residents on the use of the App and the Transit Service. This shall be at no additional cost to the Town.

## **8 On-Demand Software and Hardware**

- 8.1 Southland shall:
  - Ensure that its workers are properly trained on the use of the On-Demand Software to perform their role;
  - Train the necessary Town staff to use the On-Demand Software to perform their own role within the Town;
  - Report to the Town regarding the use of the On-Demand Software; and

- Replace any On-Demand Software that fails to meet the requirements of this Contract.

## **9 Hardware**

9.1 Southland shall maintain in good working order the hardware (e.g. tablets, screens, WIFI transmitter, etc.) and software (including the On-Demand Software and any other software needed to provide drivers with routing information through the On-Demand Software), the cellular data needed to operate the On-Demand Software, equipment to provide WiFi service to passengers, and security cameras on-board the Vehicles and the monitoring thereof.

## **10 Management of Vehicles**

10.1 Southland shall:

- Maintain the Vehicles in a safe working order and in accordance with applicable laws and good industry standards;
- Inspect the Vehicles through a licensed garage as required by applicable laws and good industry standards and at any time upon request by the Town, and provide inspection results within seven (7) business days of the earlier of the inspection or the request by the Town for an inspection;
- Repair damage to the Vehicles (excepting general wear and tear);
- Store the Vehicles in a safe, appropriate and secure manner; and
- Maintain the Vehicles in a clean and well-maintained condition and according to the schedule in the Request for Proposals as a minimum.

## **11 Transit Service**

11.1 Southland shall provide safe and comfortable Transit Service to all passengers.

11.2 Southland shall prohibit animals other than service animals in the Vehicles.

11.3 Southland shall prohibit passengers from consuming food in the Vehicles (beverages may be permitted).

11.4 Southland shall not set a minimum age limit for passengers in the Vehicles but may require parental consent for passengers under eighteen (18) years of age.

11.5 Southland may allow its operators to drop off passengers between stops during late night hours or adverse weather conditions, provided they can do so safely and without compromising Southland's ability to meet its obligations in this Contract.

## **12 Fare Collection**

- 12.1 Southland shall ensure that all passengers using the Transit Service pay the fares as set by the Town from time to time (the “Fares”).
- 12.2 Southland shall collect Fares via the App, transit cards, and cash payments made to the operator of the Vehicle. Southland shall not be obligated to sell monthly physical passes or books of tickets but shall check such passes or collect such tickets as applicable from passengers.
- 12.3 Southland shall make “reasonable effort” to collect the proper fare as defined in Schedule “C” Proposal.
- 12.4 Southland shall remit all Fares collected to the Town on a monthly basis, within ten (10) days of the end of the month.
- 12.5 Southland shall not collect any payment from passengers for use of the Transit Service except for the Fares.

## **13 Reporting**

- 13.1 Southland shall report all issues relating to the Transit Service to the Town, including:
- Accidents / incidents;
  - Emergencies;
  - Security issues;
  - Traffic violation tickets;
  - Acts of violence;
  - Vehicle equipment issues;
  - Equipment issues;
  - Facility issues;
  - Service delays or disruptions;
  - Hazardous spills;
  - Passenger information issues;
  - Bus stop and terminal issues (including issues noted with bus stop signs, waste / recycling facilities, and washrooms);
  - Vandalism; and
  - Snow and ice buildup and other winter maintenance issues.

Southland shall immediately report any issues which are of an urgent or emergent nature and which reasonably require an immediate response. All other issues shall be included in a weekly report, and all service issues shall be further compiled into a semi-annual report.

- 13.2 Southland shall provide monthly reports to the Town which shall:

- Include all data provided from information forms to be jointly developed by the parties; and
- Include:
  - Ridership data;
  - Trip, wait, and delay times;
  - Trip origin and destination data;
  - Key performance indicators (KPIs)
  - Fuel usage;
  - Fleet and hardware maintenance;
  - Training;
  - Trip cancellation numbers; and
  - Passenger satisfaction.

13.3 Southland shall make available any information, data or documents that the Town may request from time to time in Southland’s possession or available to Southland to allow the Town to evaluate the quality and progress of services provided pursuant to this Contract.

## 14 Start-up Schedule

The Start-up Schedule services as a general outline of the primary responsibilities of each party that are necessary for the launch of the Transit Service. The responsibilities, timelines, and target deadlines will be adjusted as needed.

### 14.1 Town Responsibilities

<b>Responsibility</b>	<b>Timeline / Target Deadline</b>
a. Fleet Procurement <ul style="list-style-type: none"> <li>• Vehicle delivery first four (4) buses</li> <li>• Vehicle delivery final four (4) buses</li> </ul>	<i>Sept. 15, 2019</i> <i>Dec. 31, 2019</i>
b. Fare Collection System <ul style="list-style-type: none"> <li>• Request for Proposal (RFP)</li> </ul>	<i>May 29, 2019</i>
c. Transit Stop Construction <ul style="list-style-type: none"> <li>• RFP</li> <li>• Initial bus stop signage</li> <li>• Construction of transit stops</li> </ul>	<i>May 15, 2019</i> <i>Aug. 1, 2019</i> <i>Sept. 30, 2020</i>
d. Privacy Impact Assessment (PIA) <ul style="list-style-type: none"> <li>• PIA submission</li> <li>• PIA approval</li> </ul>	<i>May 31, 2019</i> <i>Aug. 31, 2019</i>
e. Transit Bylaw for Council Approval	<i>Aug. 12, 2019</i>
f. External Advertising Agreement	<i>July 1, 2019</i>
g. Service Marketing and Education <ul style="list-style-type: none"> <li>• Marketing and education strategy</li> <li>• Marketing and education implementation</li> </ul>	<i>Mar. 31, 2019</i> <i>May 2019 – Sept. 2020</i>
h. Transit Hub Construction	<i>Mar. 2021</i>

#### 14.2 Southland Responsibilities

<b>Responsibility</b>	<b>Timeline / Target Deadline</b>
a. Hire and Train Staff	<i>Sept. 30, 2019</i>
b. Install Fleet Hardware for On-demand Routing	<i>Sept. 24, 2019</i>
c. On-Demand Software set-up	<i>July 30, 2019</i>
d. Receive Fleet, CVIP and install equipment	<i>Sept. 16, 2019</i>

#### 14.3 Joint Responsibilities

<b>Responsibility</b>	<b>Timeline / Target Deadline</b>
a. Fleet RFP Review (if applicable)	<i>Mar. 15, 2019</i>
b. Service Marketing and Education Outreach	<i>May 2019 – Sept. 2020</i>
c. Review Transit Stop Locations	<i>Apr. 29, 2019</i>
d. On-demand Software Design and Feedback	<i>Mar. – May 2019</i>
e. PIA Application	<i>May – Aug. 2019</i>
f. Staff On-demand Software Training	<i>May – Jun. 2019</i>
g. Review Transit Bylaw	<i>Aug. 1, 2019</i>
h. Develop Data Collection Criteria and Forms	<i>Aug. 1, 2019</i>

## Schedule "B" Fees for Service

### 1 Base Fee

1.1 The Town shall pay to Southland a base fee of six hundred forty-nine thousand one hundred fifty-two dollars (\$649,152.00) per year as compensation for the Work (the "Base Fee").

1.2 The Base Fee is based on [REDACTED]

Time Period	Number of Vehicles in Operation	Service Hours (for all Vehicles)
Peak Hours (weekdays 6am-9am and 3pm-6pm)	4	[REDACTED]
Off-Peak Hours (weekdays 9am-3pm, Saturdays 9am-3pm)	2	[REDACTED]
Total Service Hours:		[REDACTED]

If the Town amends the Base Service Span time periods, the Base Fee shall be adjusted accordingly at a rate of [REDACTED] [REDACTED] per service hour. Southland shall not change the service hours except in accordance with a direction from the Town.

1.3 The Base Fee includes all work to carry out the Work, including without restriction all labour costs, fuel costs, Vehicle maintenance, and insurance costs (excepting insurance on the Vehicles if required to be obtained by Southland pursuant to section 11.4 of the Contract).

### 2 Variable Costs

- 2.1 Southland shall invoice the Town on a monthly basis for:
- a. The cost of obtaining insurance on the Vehicles in accordance with section 11.4 of the Contract, if applicable;
  - b. The cost of providing WiFi to passengers, at a rate of \$100.00 per month per Vehicle for up to 15GB, plus \$6.00 per additional GB in excess of 15GB per month; and
  - c. Any hours worked outside of the Base Service Span, provided that such hours are agreed to in advance, at a rate of:
    - i. [REDACTED] for additional regularly occurring service hours;
    - ii. [REDACTED] per service hour for ad hoc, temporary or testing hours; and
    - iii. [REDACTED] service hour on statutory holidays.

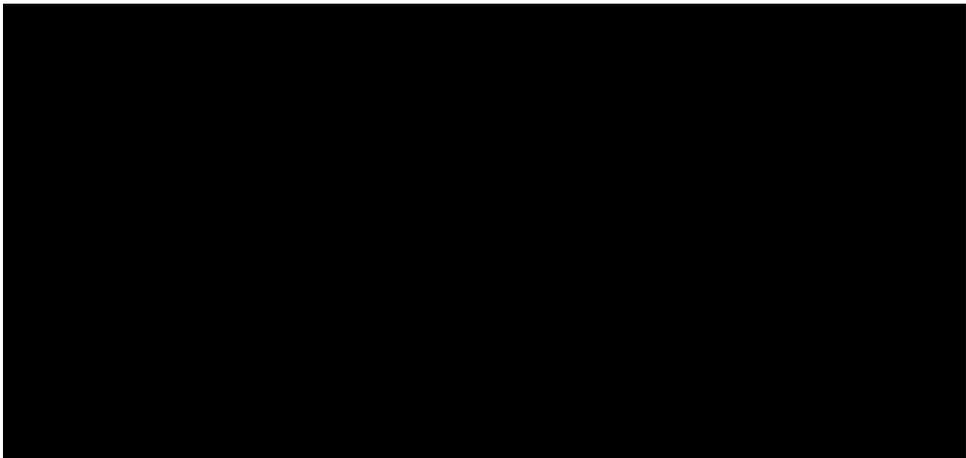
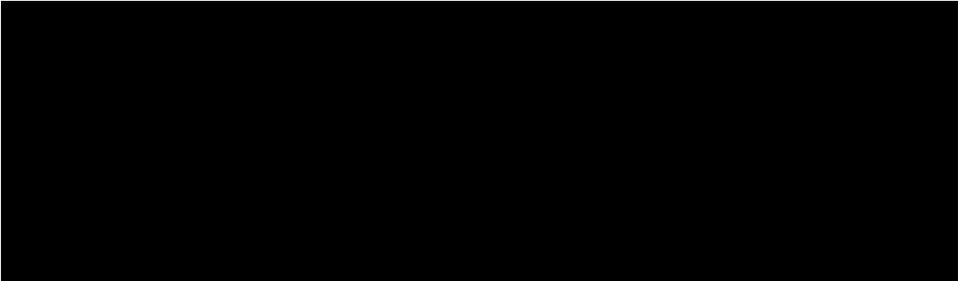
## **Schedule “C”**

### **Proposal**

**[Insert complete proposal, including all schedules and appendices]**



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P 403.287.1395 F 403.243.6759 A 823 Highfield Avenue SE, Calgary, AB, Canada T2G 4C7 [SOUTHLAND.CA](http://SOUTHLAND.CA)

November 2, 2018

Town of Cochrane  
101 RancheHouse Road  
Cochrane, AB T4C 2K8

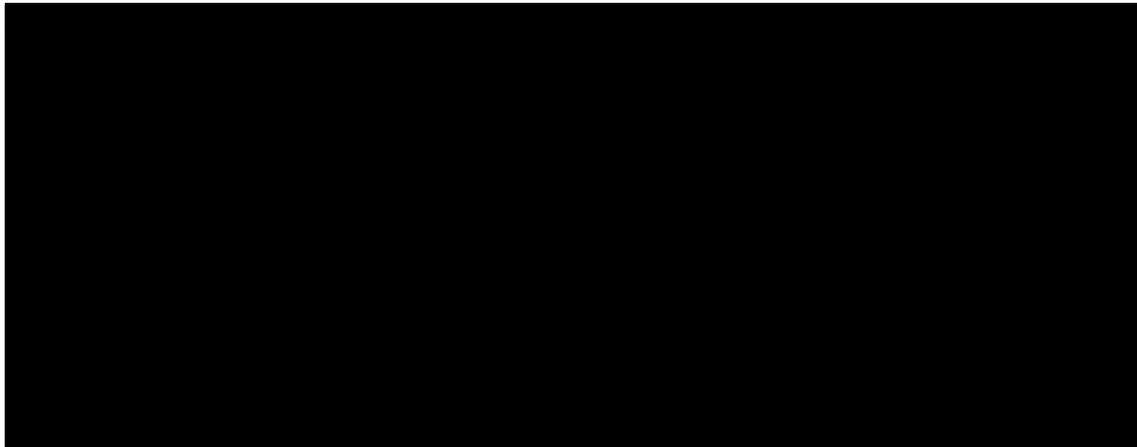
**Attention: Devin LaFleche – Transit Analyst**

Dear Devin;

**RE: On Demand Local Transit Service RFP No: TOC #T25-09-2018**

SOUTHLAND Transportation Ltd. is pleased to have the opportunity to submit our proposal to the Town of Cochrane for On Demand Local Transit Service.

We welcome the opportunity to partner with the Town of Cochrane, delivering a world class passenger transportation service **based on your vision** of a cost effective, accessible and flexible public transportation service through the use of On Demand routing.



Thank you for your consideration.



Murray Glass  
Vice President



## Signature Form

The Undersigned Company represents and warrants that it is authorized to carry on business of this nature and that it is not disabled from performing the Contract if awarded by any law of Canada or of the Province of Alberta. The Undersigned also acknowledges receipt, understands, and has taken into consideration all the information presented in this Request for Proposal. The Undersigned further confirms and agrees that the person whose name is set out below is fully authorized to represent the Company and to bind it to this Request for Proposal and Contract awarded pursuant to the Request for Proposal.

The Undersigned hereby acknowledges it has thoroughly reviewed and has complied with the documents making up this Request for Proposal, which may include, Instructions For Submitting Proposal, General Conditions Of Proposal, Special Conditions Of Proposal, all drawings and specifications as may be listed in and any amendments or addenda.

The Undersigned also authorizes the TOWN OF COCHRANE to contact any of the listed references submitted in their Proposal response.

Southland Transportation Ltd.

November 2, 2018

Company Name

Date

Murray Glass, Vice President



Name and Title

Authorized Signature

**THIS FORM MUST BE RETURNED WITH ANY SUBMISSION**

ON DEMAND LOCAL TRANSIT SERVICE  
RFP: TOC #T25-09-2018



TOWN OF COCHRANE  
Page 24



## EXECUTIVE SUMMARY

SOUTHLAND Transportation, an operating entity of Calgary based Pacific Western Transportation, is [REDACTED], with operations [REDACTED]. SOUTHLAND manages [REDACTED]. Our commitment to [REDACTED]. We welcome the opportunity to partner with the Town of Cochrane and will deliver a [REDACTED] that provides [REDACTED].

SOUTHLAND is uniquely positioned to provide the [REDACTED] that is envisioned by the Town of Cochrane. As a Calgary based, Canadian company, SOUTHLAND has been [REDACTED]. We have created an [REDACTED] – and can provide [REDACTED] exclusively for the Town of Cochrane. **At SOUTHLAND we believe** [REDACTED].

### WHY YOU SHOULD SELECT US AS YOUR SERVICE PROVIDER

Our goal is to [REDACTED]. [REDACTED]. [REDACTED]. [REDACTED].

### OUR EXPERIENCE

With our [REDACTED]. [REDACTED]. [REDACTED]. [REDACTED].

Our performance in [REDACTED]. [REDACTED]. [REDACTED].





- [Redacted]
- [Redacted]
- [Redacted]

➤ **Savings to the Town of Cochrane**

- As a Partner, SOUTHLAND is responsible for:
  - [Redacted]
  - [Redacted]

**OUR TECHNOLOGY IS ABOUT** [Redacted]

SOUTHLAND Transportation is utilizing [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

It is our vision that SOUTHLAND will [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

**OUR SAFETY VISION**

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]





**OUR CORE VALUES**

[Redacted text block]

[Redacted text block]

The behavior of each and every one of us will [Redacted text block]

It remains our vision that SOUTHLAND will become [Redacted text block]

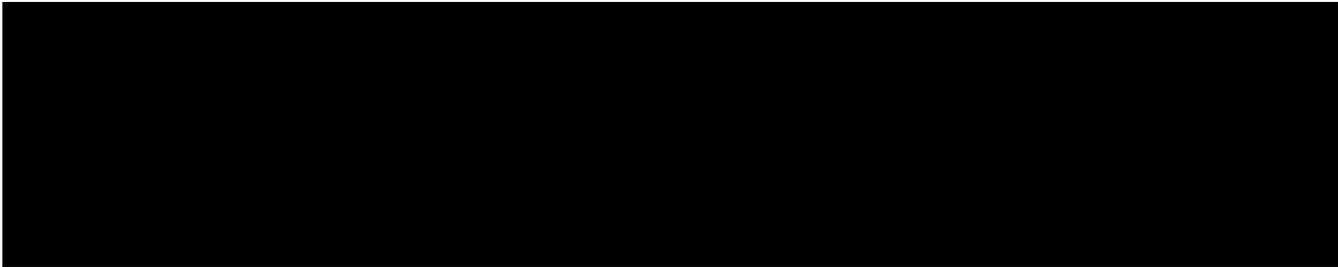
At SOUTHLAND we firmly believe that the [Redacted text block]

[Redacted text block]



**PROFILE AND CAPABILITIES OF SOUTHLAND TRANSPORTATION**

**21.1 Provide the number of years the firm has been in the business of providing a similar service, including provision of vehicles, operators, use of routing software and support services.**



operations are separated into [redacted]  
[redacted]  
[redacted]  
[redacted]  
[redacted]  
[redacted]  
[redacted]

SOUTHLAND is structured as [redacted]  
[redacted]  
[redacted]

**SOUTHLAND Transportation confirms the following:**

- [redacted]
- [redacted]  
[redacted]
- [redacted]  
[redacted]  
[redacted]  
[redacted]
- [redacted]  
[redacted]  
[redacted]
- [redacted]  
[redacted]



At SOUTHLAND, we have the [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] is at the forefront of the movement to [REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]

The cities we service enjoy [REDACTED]. The result is [REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED].

[REDACTED] Since 2006, SOUTHLAND has been providing [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] These passengers [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

This service consists of a [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

Since 2015, all trips are [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED]



[REDACTED]

SOUTHLAND uses [REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Daily, SOUTHLAND transports [REDACTED]  
[REDACTED]

[REDACTED] [REDACTED] has been operating a [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

In September 2016, we began [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

The Town has steadily [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Currently we have [REDACTED]  
[REDACTED]

**Optimization:**

At the end of [REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED]



[Redacted]

[Redacted]

Software Manages – [Redacted]

[Redacted]

Since 2016 SOUTHLAND has been [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]  
[Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted]  
[Redacted]  
[Redacted].

[Redacted]

In 2018, the City of [Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted] [Redacted]  
[Redacted]  
[Redacted]



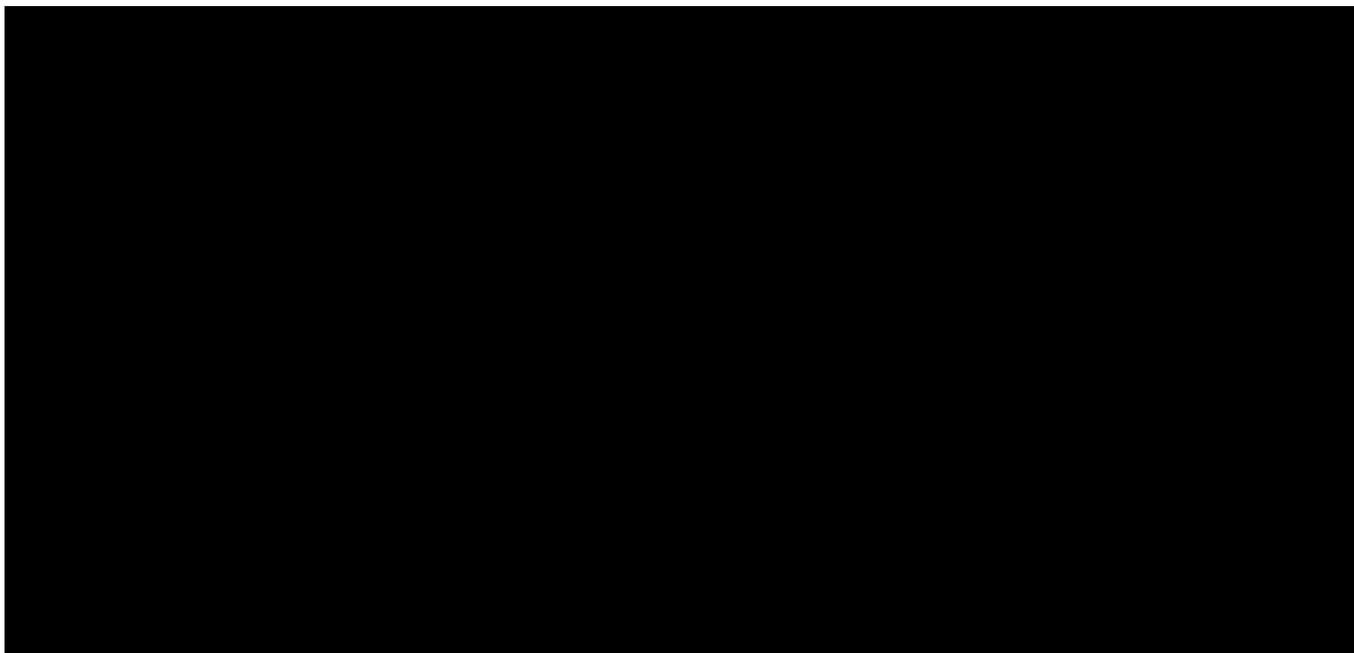
**21.2 Provide the resumes and qualifications for key personnel (operators, software, management and supervisors) and sub-contractors that would be assigned to our account, including identification of the single point of contact at a managerial and daily operational level.**

Through our vast experience in transportation services, SOUTHLAND proposes this execution strategy overview for the service. Our proposed plan includes all key areas that are required when operating a public transit service.

The strategy would call for [REDACTED]

[REDACTED]

**ORGANIZATIONAL CHART FOR PROPOSED SERVICE**





Through our vast experience in transportation services, SOUTHLAND proposes this execution strategy overview for the service. Our proposed plan includes [REDACTED]

The strategy would call for [REDACTED]

The [REDACTED] in Cochrane.

The teams outlined below are in place to [REDACTED]

During the preparation and in the lead up to the launch service launch, the project will be [REDACTED]

***See attached Resumes under Appendix A***

[REDACTED]

The [REDACTED]



Our [REDACTED]  
[REDACTED]  
[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]  
[REDACTED] has extensive experience [REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

*See attached Bio under Appendix A*

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] [REDACTED]



[REDACTED]  
[REDACTED] all contractual needs.

***Principal Duties and Responsibilities***

- [REDACTED]  
[REDACTED]

***See attached Bio under Appendix A***

[REDACTED]  
The [REDACTED]  
[REDACTED]  
[REDACTED]

***Principal Duties and Responsibilities***

- [REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]





[Redacted text block]

[Redacted text block]

[Redacted text block]

***Principal Duties and Responsibilities***

- [Redacted]

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]



- [Redacted]
- | [Redacted]

- [Redacted]
- | [Redacted]

*See attached Resume under Appendix A*

[Redacted]

[Redacted]

- | [Redacted]
- | [Redacted]







- [Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

*See attached Resume under Appendix A*



**21.3 Describe your ability to be flexible in shifting or adding resources to respond to fluctuations in demand for service.**

Southland Transportation has been operating in the Town of Cochrane for [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]



SOUTHLAND has more than [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

SOUTHLAND Transportation has the following practices and procedures in place to ensure service is [REDACTED]  
[REDACTED]

- [REDACTED]  
[REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]
- [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



[Redacted text block]

SOUTHLAND's proven track record for projects [Redacted] include:

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

SOUTHLAND is committed to providing [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]





**21.4 Describe your experience in the use of On Demand technology as it applies to provision of the Service.**

[Redacted text block]

[Redacted text block]

[Redacted text block]

- [Redacted list item]

The software can also perform [Redacted text]

- [Redacted list item]

[Redacted text block]



[Redacted text block]

[Redacted text block]

- [Redacted list item]
- [Redacted list item]
- [Redacted list item]
- [Redacted list item]

[Redacted text block]

[Redacted text block]

In June, 2015 we [Redacted text]

[Redacted text block]

The software used for this service is [Redacted text]

[Redacted text block]



[REDACTED]  
Since 2016 SOUTHLAND has been [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

**21.5 In the case of a consortium Proposal, identify the lead Contractor.**

SOUTHLAND [REDACTED]



## SERVICE DELIVERY PLAN

22.1 Provide a comprehensive Service Delivery Plan that fully describes how you will provide all aspects of the Service outlined in Section 4 – Scope of Work, including:

- Front and back end software user interfaces;
- Trip booking experience;
- Expected wait times;
- Expected trip times;
- Expected ridership numbers;
- Optimal bus stop locations to provide 400 metre walking distance coverage of Cochrane;
- The recommended vehicles(s) for the Town to purchase;
- The number of vehicles required to meet expected demand at different period of the day;
- Potential to offer door to door On Demand Service;
- Potential to offer 'Mobility as a Service' in ON Demand app and website; and
- Data collection and reporting.

[Redacted]

Their roots are in [Redacted]

[Redacted]

As they grew the capabilities of their [Redacted]

[Redacted]

Their experience and expertise allows them to offer a [Redacted]

All dedicated to optimizing the way we travel.



[Redacted text block]

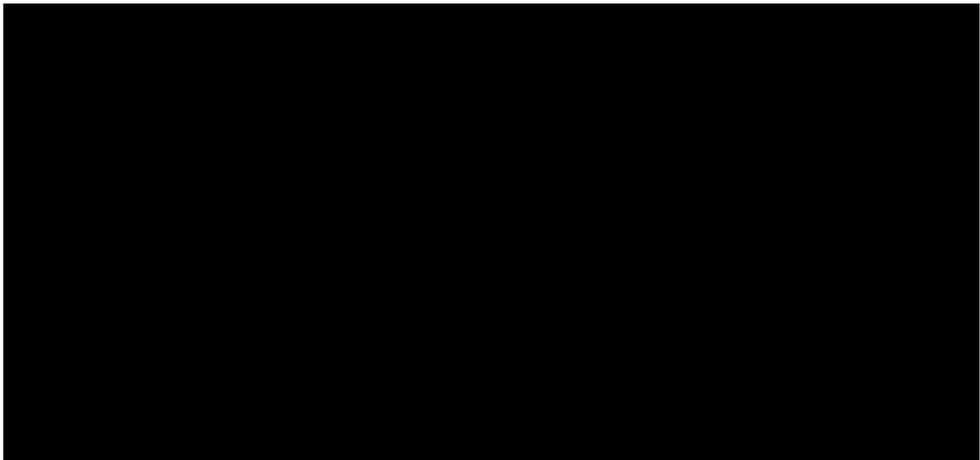
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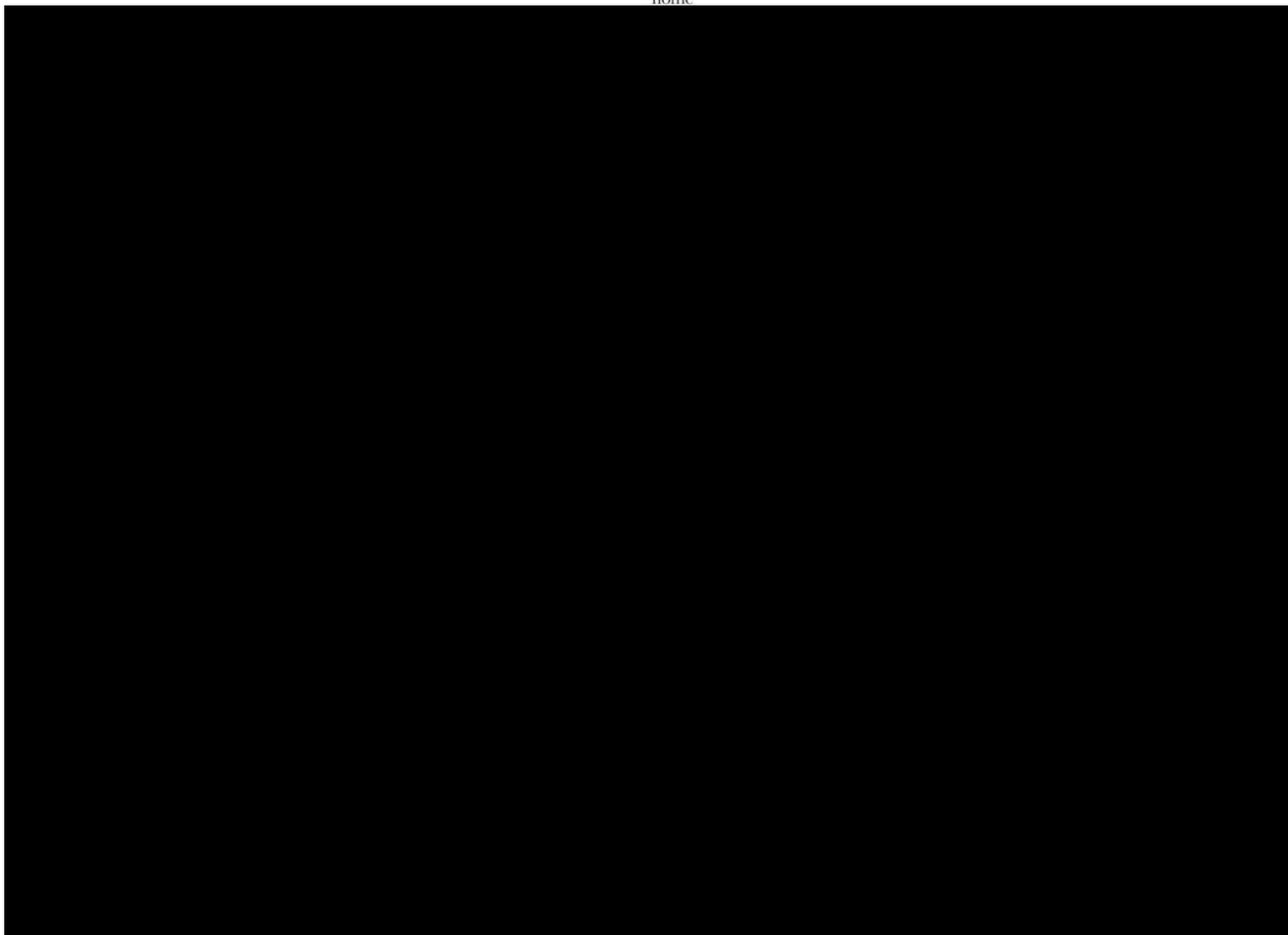
[Redacted text block]

[Redacted text block]

- [Redacted list item]
- [Redacted list item]
- [Redacted list item]
- [Redacted list item]

There is no [Redacted text]





[Redacted text block consisting of four lines of blacked-out text]

There has not been [Redacted text block consisting of three lines of blacked-out text]

- [Redacted list item]



- [REDACTED]
- [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

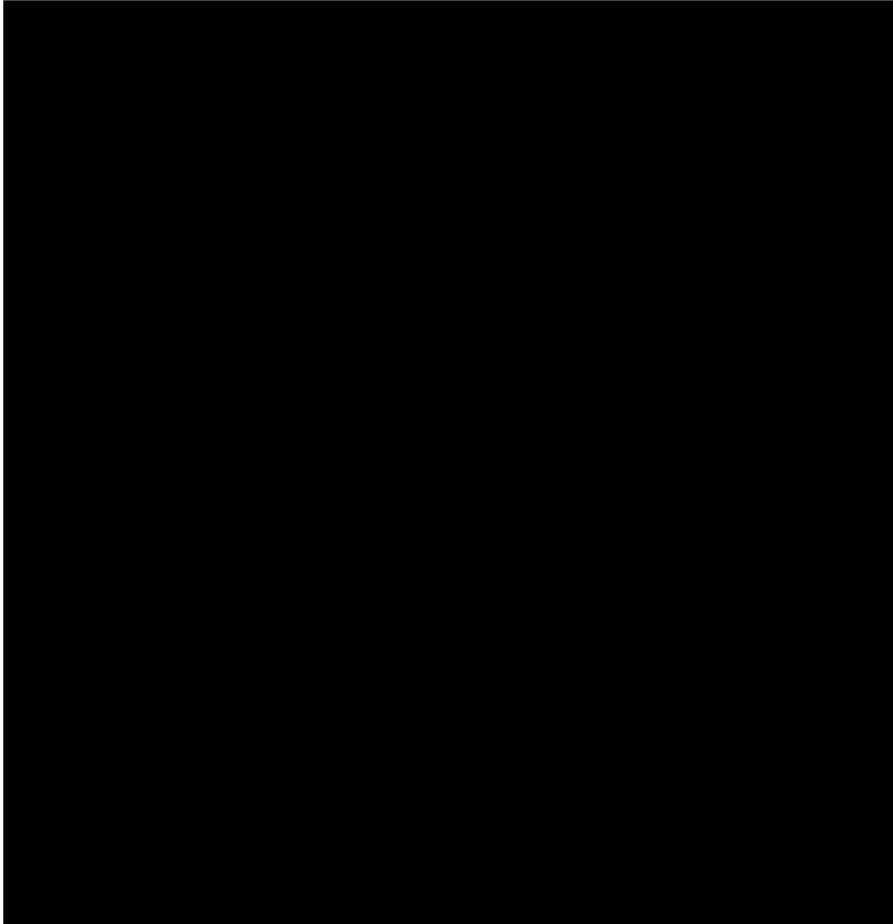
[REDACTED]

[REDACTED]

The image below shows [REDACTED]

[REDACTED]

[REDACTED]





[Redacted] the following info:

- 1. [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

[Large redacted block]

[Redacted]  
Riders can [Redacted]  
[Redacted]



will be available [REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED] This includes the following:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] such as:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]



[REDACTED]  
SOUTHLAND utilized [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

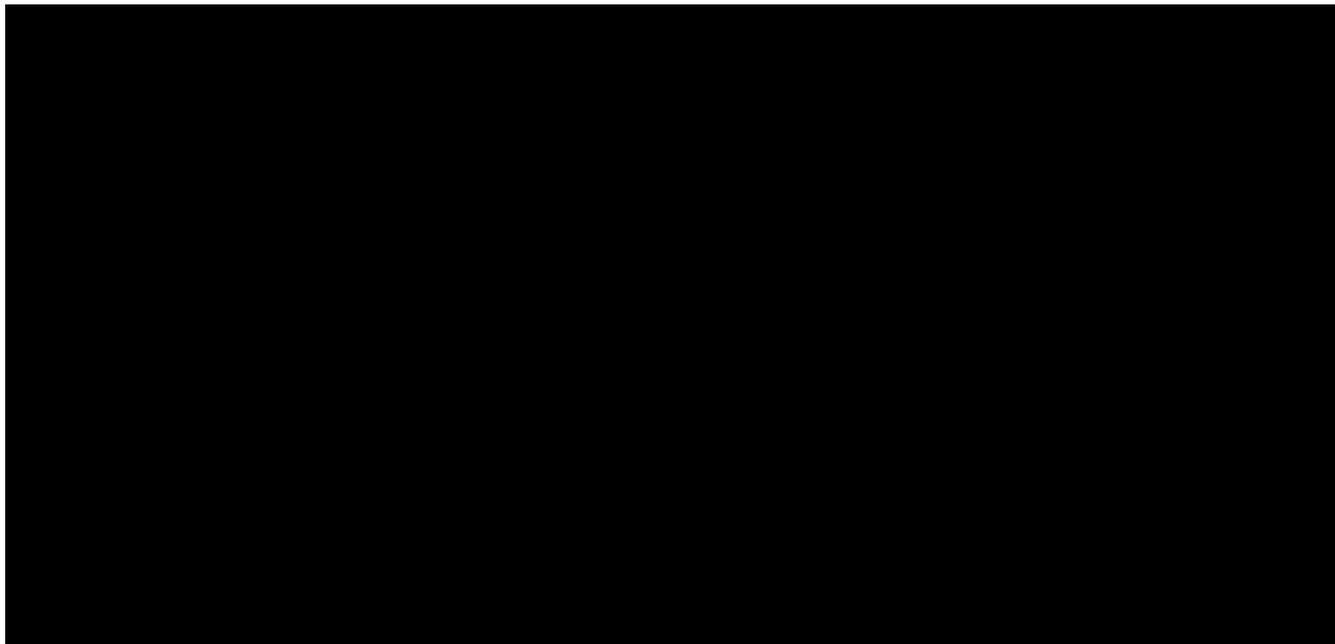
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED]

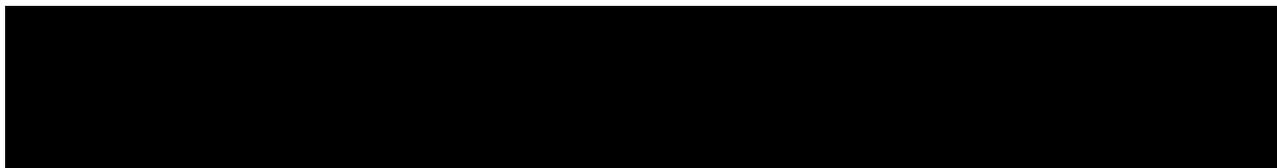
- | [REDACTED]
- | [REDACTED]
- | [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]



In addition to [redacted]  
[redacted]

- [redacted]
- [redacted]
- [redacted]



[redacted]  
The following ways can be used to [redacted]

- [redacted]

[redacted]  
Based upon the options above, SOUTHLAND recommends [redacted]  
[redacted]  
[redacted]





To include the capability to offer [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

SOUTHLAND also recommends including the [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]

[REDACTED]



**22.2 Describe your maintenance and storage program for the Town's fleet.**

**Maintenance Schedule**

The focus of SOUTHLAND Transportation's [REDACTED]  
[REDACTED]

**Preventative Maintenance**

All SOUTHLAND [REDACTED]  
[REDACTED] [REDACTED] [REDACTED]  
[REDACTED] [REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Our preventative maintenance program involves [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

In addition to [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



[Redacted text block]

The goals of [Redacted text block]

As a matter of policy, SOUTHLAND requires [Redacted text block]

[Redacted text block]

[Redacted text block]

SOUTHLAND utilizes [Redacted text block]



[Redacted]

All [Redacted]  
[Redacted]

The program [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]

[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]

- [Redacted]  
[Redacted]  
[Redacted]

- [Redacted]  
[Redacted]

- [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

- [Redacted]



[Redacted text block]

- [Redacted list item]

- [Redacted list item]

- ■ ■ [Redacted list item]
- [Redacted text]s to prevent future alike breakdowns and to track if this becomes a chronic repair.

[Redacted text block]

[Redacted text block]

[Redacted text block]

All of SOUTHLAND vehicles [Redacted text]

[Redacted text block]

At SOUTHLAND, our [Redacted text]

**SOUTHLAND will:**

- [Redacted list item]







**Shop Facility**

SOUTHLAND has [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]

SOUTHLAND is [REDACTED]  
[REDACTED]

SOUTHLAND [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED] consists of:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]



[REDACTED]

SOUTHLAND's [REDACTED]

[REDACTED]

In addition to our [REDACTED]



[Redacted]  
Our [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]  
[Redacted] wo washrooms.

There is a [Redacted]

[Redacted] consists of:

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

[Redacted]  
[Redacted]  
[Redacted]

**Southland is** [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]







i.

[Redacted text block]

- [Redacted list item]

We feel that [Redacted text block]

[Redacted text block]

Portions of the [Redacted text block]

In addition to our [Redacted text block]





[Redacted]

At SOUTHLAND we understand [Redacted]  
[Redacted]  
[Redacted]

**iii. Rules, Regulations and Procedures**

Our SOUTHLAND [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

Each morning of [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

In order to ensure our [Redacted]  
[Redacted]  
[Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted] [Redacted]  
[Redacted]  
[Redacted]

**iv.**

[Redacted]  
As the Operator of the Town of Cochrane's [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

Bus fare [Redacted]

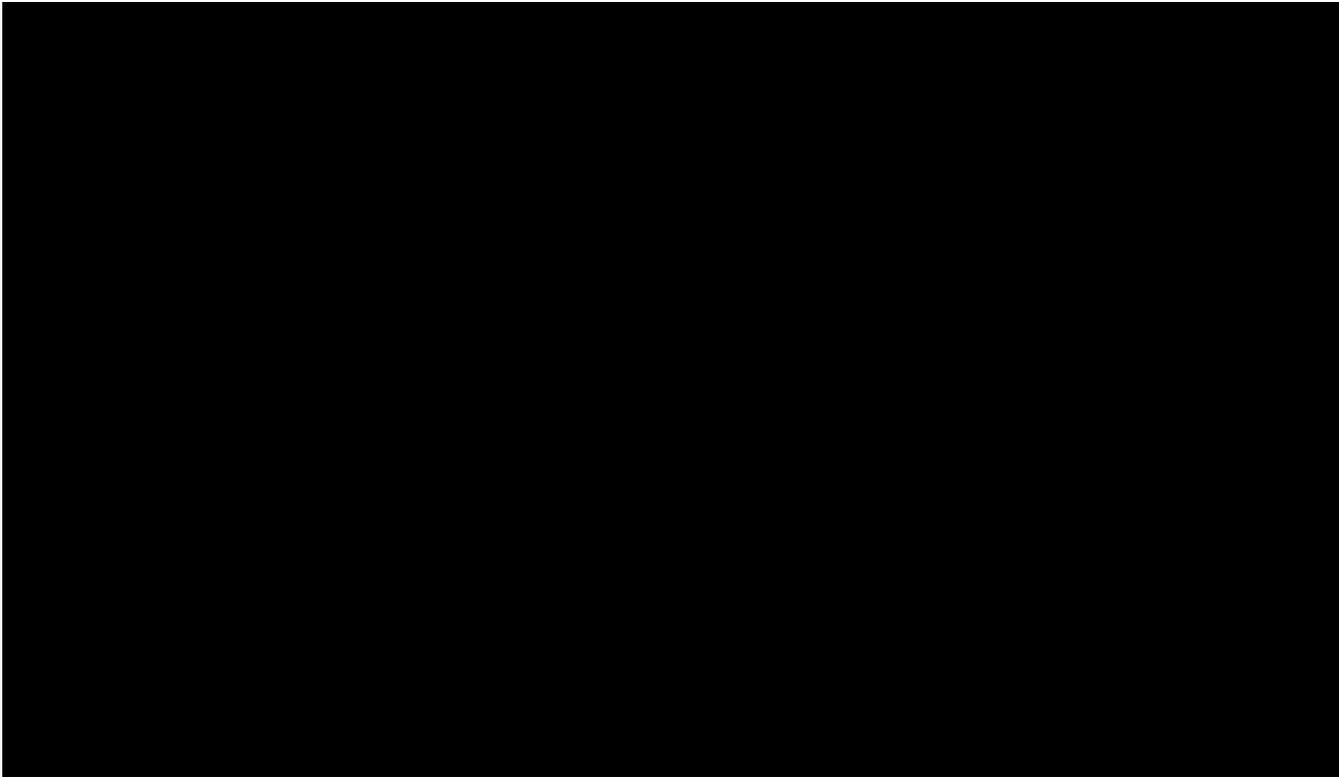
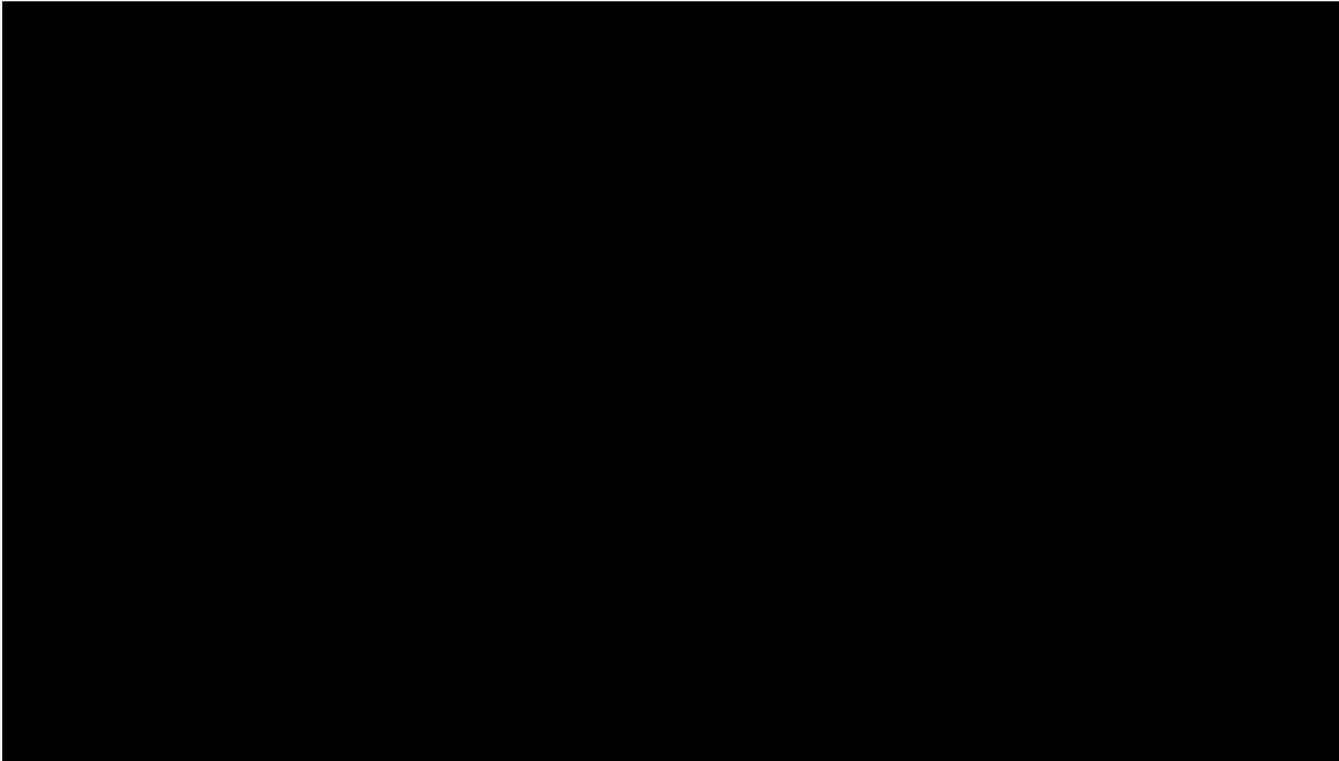


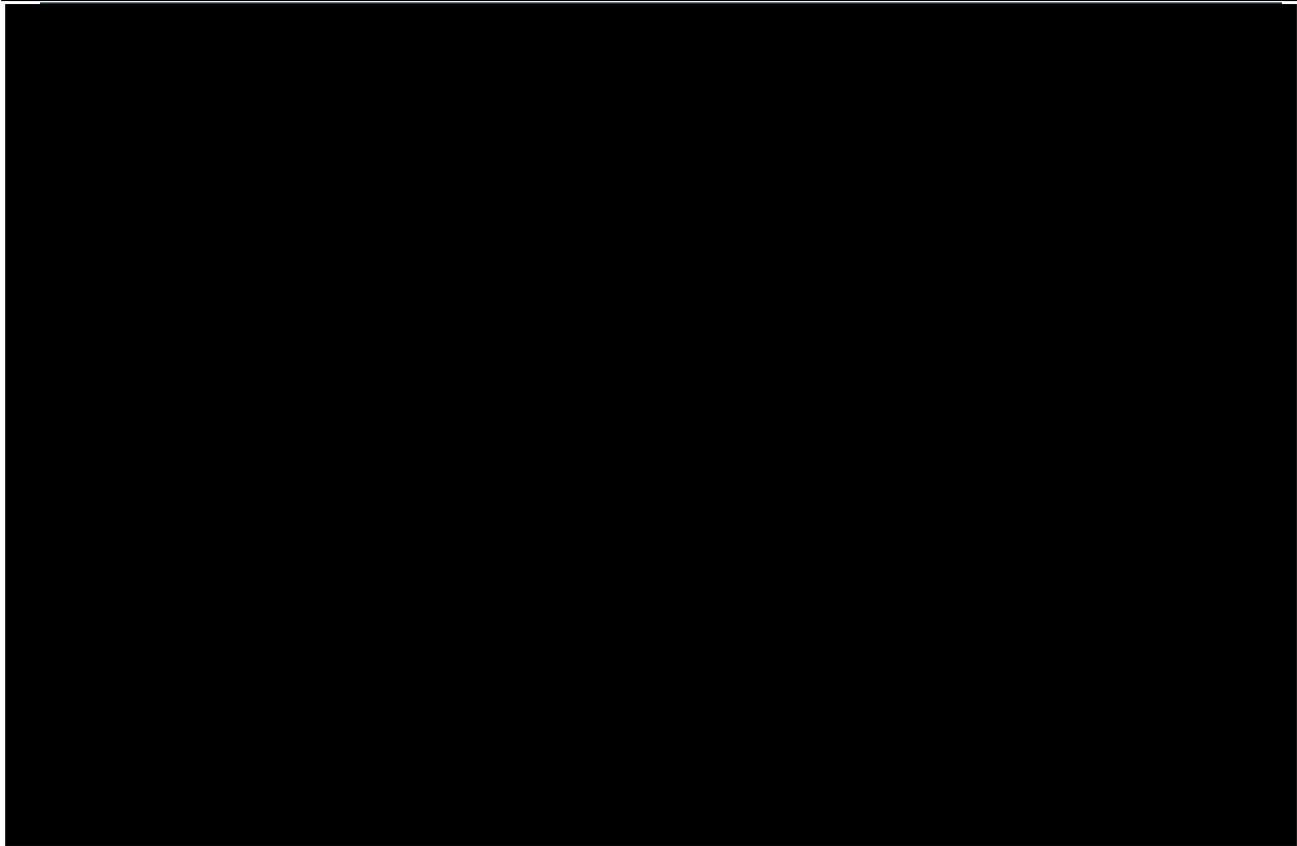
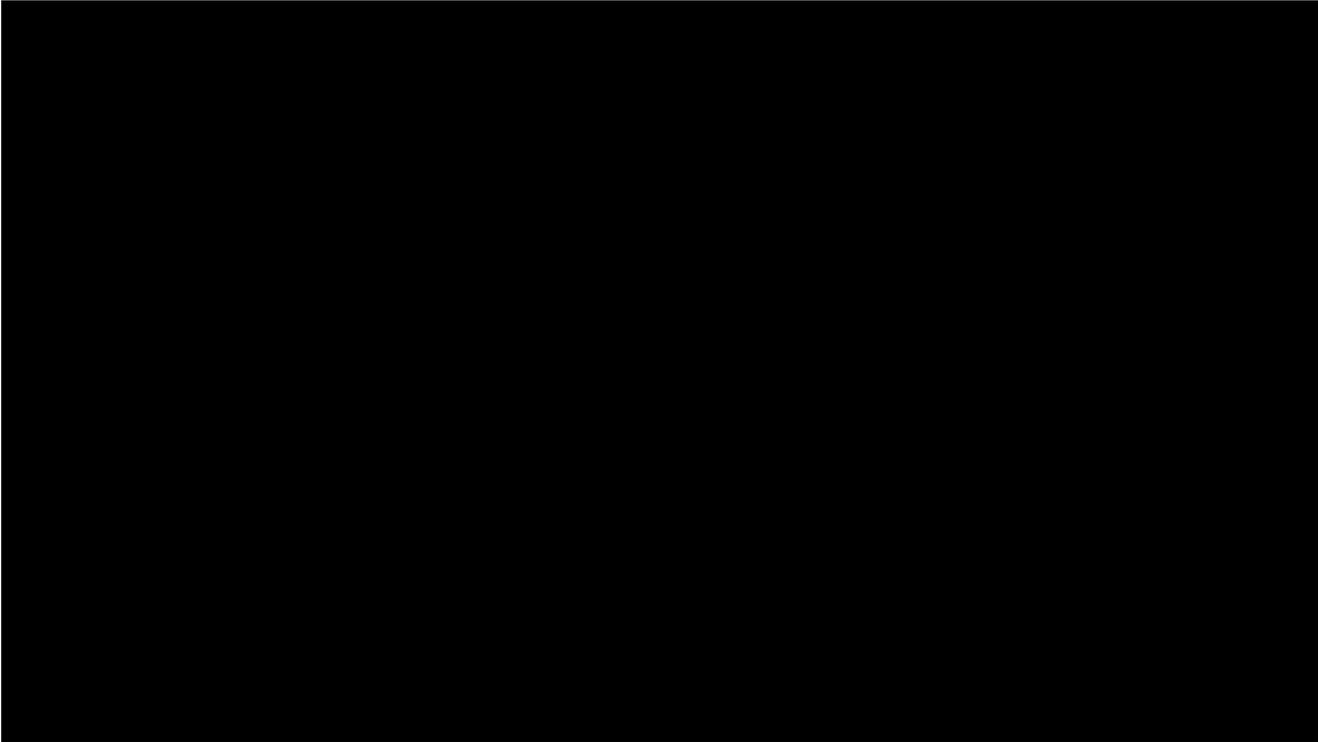


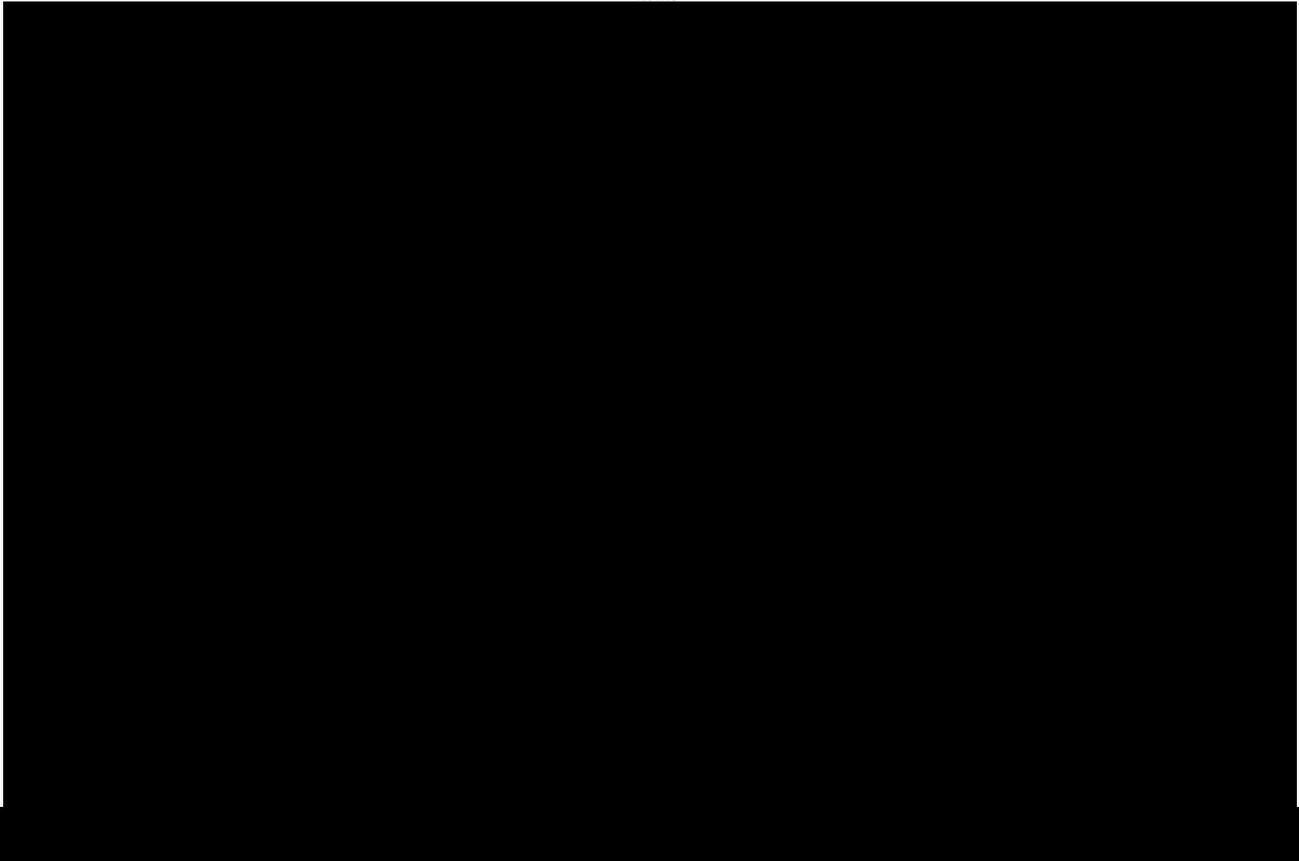
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

vi. [REDACTED]









Transit Operators are [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

If the Transit Operator's [REDACTED]  
[REDACTED]  
[REDACTED]



At the end of [REDACTED]  
[REDACTED]



[REDACTED] Chart

[REDACTED]  
[REDACTED]  
[REDACTED]



[Redacted text block]

[Redacted text block]

➤ [Redacted text]

Our [Redacted text]

[Redacted text]

[Redacted text]

[Redacted text]

➤ [Redacted text]

[Redacted text]

[Redacted text]

The key when dealing with [Redacted text]

**SOUTHLAND will** [Redacted text]

➤ [Redacted text]

During the training [Redacted text]



Operators will be [REDACTED]  
[REDACTED]

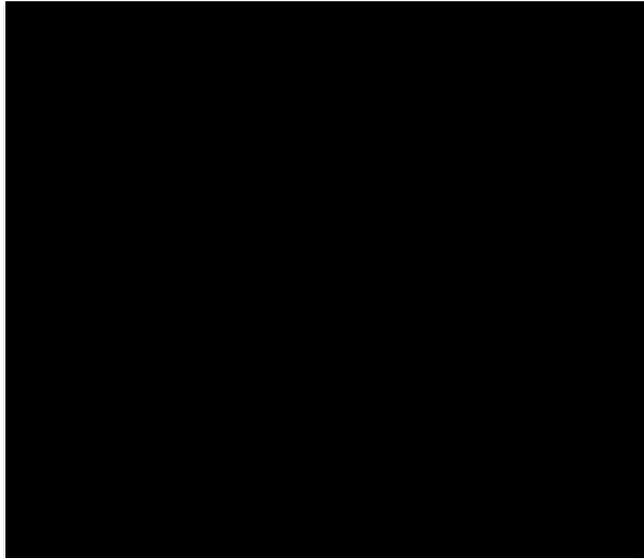
Operators who [REDACTED]  
[REDACTED]

➤ [REDACTED]  
At the transit facility, [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

➤ [REDACTED]  
[REDACTED]  
[REDACTED] security infractions to their  
immediate Supervisor and contact the RCMP immediately.

➤ [REDACTED]  
In order to ensure [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

If it becomes necessary for [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]



**Procedures**

➤ **Process**

Daily, [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

➤ **Process**

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]







[Redacted]  
[Redacted] by:

- [Redacted]
- [Redacted]
- [Redacted]

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
[Redacted]

Our team of [Redacted]  
[Redacted]

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

At the completion of [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

Our in house [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]



[Redacted]

[Redacted]  
SOUTHLAND Transportation is [Redacted]  
[Redacted]  
[Redacted]

As the single most important goal, SOUTHLAND also [Redacted]  
[Redacted]  
[Redacted] These programs include:

- [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]
- [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]
- [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

[Redacted]  
As a complement to our [Redacted] [Redacted] [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]  
[Redacted]



[Redacted]  
Similar to the [Redacted]  
[Redacted]  
[Redacted]  
[Redacted]

1. We can [Redacted]  
[Redacted]  
[Redacted]

[Redacted]

- [Redacted]  
[Redacted]  
[Redacted]



- 2. We can [REDACTED]
  - [REDACTED]
    - [REDACTED]
    - [REDACTED]

[REDACTED]

- 3. We [REDACTED]
  - [REDACTED]
    - [REDACTED]
    - [REDACTED]
    - [REDACTED]
    - [REDACTED]
    - [REDACTED]
    - [REDACTED]
    - [REDACTED]
    - [REDACTED]



[Redacted text block containing multiple paragraphs and bulleted points]





- 5. That completes [redacted] We can then [redacted]  
[redacted]  
[redacted]

**CUSTOMER SERVICE EXCELLENCE – WHAT MAKES US DIFFERENT**

Our commitment to excellent customer service begins by [redacted]  
[redacted]  
[redacted]

**Our Objective**

It is the objective of SOUTHLAND Transportation to [redacted]  
[redacted]  
[redacted]  
[redacted]

**Our Experience**

SOUTHLAND's experience in transportation [redacted]  
[redacted] [redacted]  
[redacted]



## Customer Service Excellence

[Redacted]

[Redacted]

➤ [Redacted]

As a component of our [Redacted]

[Redacted]

The purpose of adding this [Redacted]

At SOUTHLAND we understand the need to [Redacted]

### ➤ Customer Service Charter

Our Customer Service Charter commits [Redacted]

Our Customer Service Charter [Redacted]

### ➤ Our Commitments

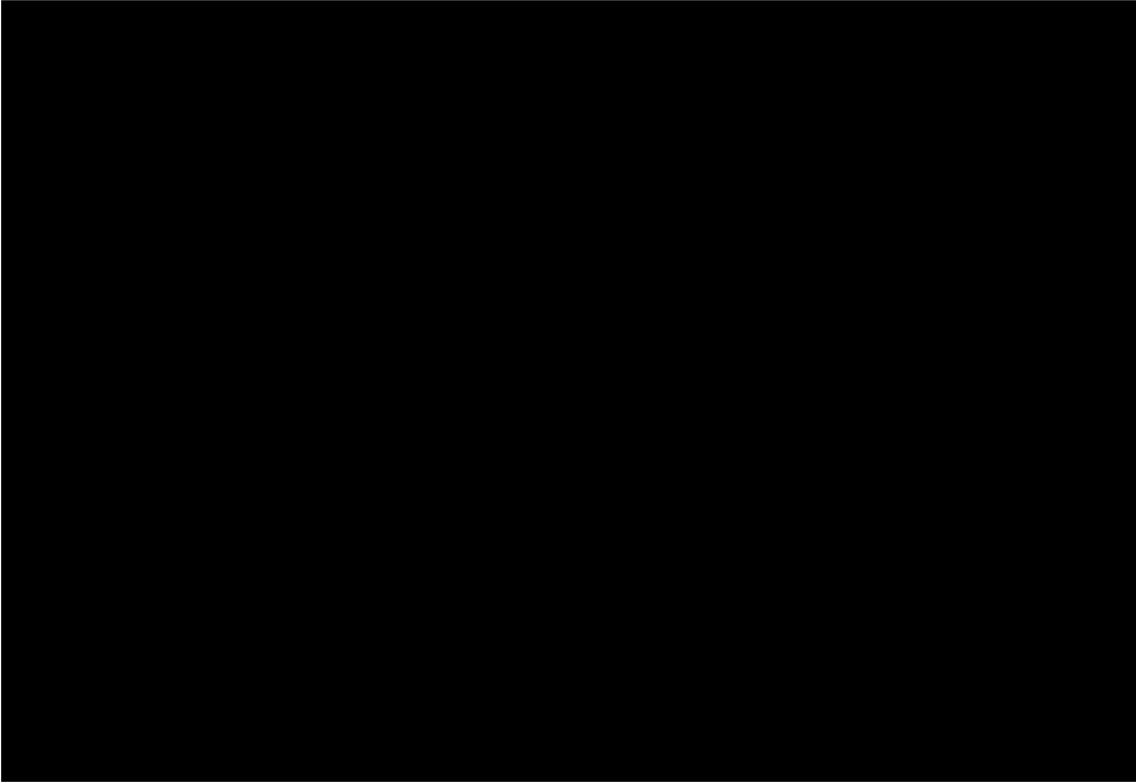
The commitments contained in the Customer Service Charter are [Redacted]



[Redacted text block]

[Redacted text block]

[Redacted text block]



[REDACTED]  
SOUTHLAND Transportation recognizes [REDACTED]  
[REDACTED]  
[REDACTED]

- [REDACTED]  
SOUTHLAND will ensure that [REDACTED]  
[REDACTED]



➤ [REDACTED]  
Transit [REDACTED] will complete [REDACTED] the Town of Cochrane  
[REDACTED]  
[REDACTED]

➤ [REDACTED]  
All buses operated by SOUTHLAND will [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

➤ [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

➤ [REDACTED]  
Systems are in place to [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] provided to the Town of Cochrane.

We ensure the most [REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]



➤ [REDACTED]  
During the [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]  
[REDACTED]

➤ [REDACTED]  
SOUTHLAND will work with the Town's [REDACTED]  
[REDACTED]

[REDACTED]  
We understand that [REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

Annually, we [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

[REDACTED]  
SOUTHLAND Transportation understands that [REDACTED]  
[REDACTED]  
[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]



- [REDACTED]

The [REDACTED] at the Town of Cochrane,

[REDACTED]

[REDACTED] by the Town.

In the event of [REDACTED]

In the event of [REDACTED]

[REDACTED]

[REDACTED]



SOUTHLAND [REDACTED] are required to [REDACTED]  
[REDACTED]  
[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

SOUTHLAND Transportation will [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]

In addition to [REDACTED]  
[REDACTED] in the following categories:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED] [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]  
[REDACTED]

Our actions to [REDACTED]  
[REDACTED] [REDACTED]  
[REDACTED]





- [REDACTED]

[REDACTED]  
At SOUTHLAND Transportation our objective is to [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

***Our first and foremost priority*** [REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

We utilize [REDACTED]  
[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

SOUTHLAND Transportation [REDACTED]  
[REDACTED] must follow:

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]



## 22.4 Describe your process of problem resolution (end to end).

### Disputes and/or Problems

[Redacted text block]

### Complaints

[Redacted text block]

- [Redacted text block]
- [Redacted text block]
- [Redacted text block]
- [Redacted text block]



**INNOVATIVE AND VALUE ADDED SOLUTIONS**

**23.1 Proponents are encouraged to supply information on new and innovative processes that they feel would be beneficial to the Town. The purpose of this evaluation component is to provide incentive in the evaluation process for innovative or value-added solutions that that Proponent proposes to bring to the service.**

SOUTHLAND currently provides the [REDACTED]

SOUTHLAND will also work with the [REDACTED]



**REFERENCES**

<b>Client Reference # 1</b>	
Client name	[REDACTED]
Primary contact person, Title	[REDACTED]
Phone number	[REDACTED]
Email Address	[REDACTED]
Scope of Services Provided	[REDACTED]

<b>Client Reference # 2</b>	
Client name	[REDACTED]
Primary contact person, Title	[REDACTED]
Phone number	[REDACTED]
Email Address	[REDACTED]
Scope of Services Provided	[REDACTED]

<b>Client Reference # 3</b>	
Client name	[REDACTED]
Primary contact person, Title	[REDACTED]
Phone number	[REDACTED]
Email Address	[REDACTED]
Scope of Services Provided	[REDACTED]



Ref. No. [Redacted]

**CERTIFICATE OF INSURANCE**

Aon Reed Stenhouse Inc.  
600 - 3rd Avenue SW  
Suite 1800  
Calgary AB T2P 0G5  
tel 403-267-7010 fax 403-261-0897

Re: Evidence of Insurance

**The Town of Cochrane**  
Attention : Devin LaFleche - Transit Analyst  
101 Ranche House Road  
Cochrane, AB T4C 2K8

Insurance as described herein has been arranged on behalf of the Insured named herein under the following policy(ies) and as more fully described by the terms, conditions, exclusions and provisions contained in the said policy(ies) and any endorsements attached thereto.

**Insured**

Southland Transportation Ltd.  
823 Highfield Avenue S.E.  
Calgary, AB T2G 4C7

**Coverage**

<b>Commercial General Liability</b>	<b>Insurer</b>	Travelers Insurance Company of Canada	
<b>Policy #</b>	[Redacted]		
<b>Effective</b>	01-Jul-2018	<b>Expiry</b>	01-Jul-2019
<b>Limits of Liability</b>	[Redacted]		

<b>Automobile Owners Form</b>	<b>Insurer</b>	Travelers Insurance Company of Canada	
<b>Policy #</b>	[Redacted]		
<b>Effective</b>	01-Jul-2018	<b>Expiry</b>	01-Jul-2019
<b>Limits of Liability</b>	[Redacted]		

**Terms and / or Additional Coverage**

1 of 2





Ref. No. [REDACTED]

**CERTIFICATE OF INSURANCE**

It is hereby understood and agreed that The Town of Cochrane is added as Additional Insured but only with respect to the liability arising out of the Named Insured's operations where required by written contract or written agreement. The policy limits are not increased by the Additional Insured and remain as stated in this certificate.

**Cancellation / Termination**

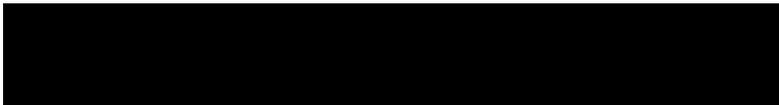
The Insurer will endeavour to provide THIRTY ( 30 ) days written notice of cancellation/termination to the addressee except that statutory or policy conditions (whichever prevails) will apply for non-payment of premium.

THIS CERTIFICATE CONSTITUTES A STATEMENT OF THE FACTS AS OF THE DATE OF ISSUANCE AND ARE SO REPRESENTED AND WARRANTED ONLY TO The Town of Cochrane. OTHER PERSONS RELYING ON THIS CERTIFICATE DO SO AT THEIR OWN RISK.

**Aon Reed Stenhouse Inc.**

[REDACTED]

Dated : 15-October-2018  
Issued By : Schuett, Nathan C.  
Tel : +14032677752





Royal Bank of Canada  
National Client Group  
335 8<sup>th</sup> Ave SW, 23rd Floor  
Calgary, Alberta T2P1C9

October 15, 2018

Town of Cochrane  
101 Ranch House Road  
Cochrane, AB T4C 2K8

Attention: Devin LaFleche

Re: Southland Transportation Ltd. ("Southland") and the Pacific Western Transportation Group of Companies ("PWT")

Southland has advised us they are responding to your Request for Proposal for the provision of Transit services.

[Redacted]

[Redacted]

[Redacted]

[Redacted]

Yours truly,

[Redacted]

Nick Zhang  
Associate, RBC National Client Group – Finance  
403-292-2543  
[nick.zhang@rbccm.com](mailto:nick.zhang@rbccm.com)



Customer Service

Alberta

9912 – 107 Street  
PO Box 2415  
Edmonton AB T5J 2S5

Email: [ebusiness.support@wcb.ab.ca](mailto:ebusiness.support@wcb.ab.ca)  
Tel: (780) 498-3999 (1-866-922-9221)  
Fax: (780) 498-7999  
WCB website: [www.wcb.ab.ca](http://www.wcb.ab.ca)

October 15, 2018

Reference Number: [REDACTED]

ANDREA  
TOWN OF COCHRANE  
C/O CONNIE FETT  
CONFIDENTIAL  
101 RANCHEHOUSE ROAD  
COCHRANE AB T4C 2K8

Dear Sir or Madam:

Re: SOUTHLAND TRANSPORTATION LTD.  
823 HIGHFIELD AVE SE  
CALGARY AB T2G 4C7

The above named subcontractor has an account with WCB-Alberta in the following industry(ies):

account	trade names(s)/industry	effective date	coverage
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Please accept this letter as a clearance for this subcontractor under Section 126 of the Workers' Compensation Act, for work completed between the effective date of the account and the date of this letter, for the industry(ies) listed. If the subcontractor's account is closed, the clearance is effective for work done up to the close date. If work has not yet begun, obtain a clearance prior to releasing final payment. Any holdback on this account may be released for contracts completed, or for work completed up to the date of this letter.

Section 126 states that you have a responsibility to ensure your subcontractors' accounts are in good standing. To ensure this clearance has been issued for the correct subcontractor, please verify the subcontractor's address and industry information listed above.

Personal coverage is in effect for any business owner(s) listed. Please note: some business owners may have opted out of personal coverage and therefore will not appear. Please refer to our website for more information on personal coverage.

If the subcontractor is performing work for you outside Alberta, contact the WCB in that jurisdiction to determine your clearance and other WCB requirements.

Any alteration of this document is strictly prohibited and subject to a penalty up to \$5,000 on the first offense. Each subsequent offense will result in an increase in the penalty amount by \$5,000, up to a maximum \$25,000 per offense.

Yours truly,

eBusiness Support Team (10620435)

## Appendix D – PRICE COSTING

### Total Cost Base Service Span 1

<b>Weekdays:</b>	██████████
<b>Weekends:</b>	██████████

	Number of Vehicles	Service Hours (for all vehicles)
<b>PEAK HOUR</b> Weekdays: 6am–9am / 3pm–6pm	4	██████
<b>OFF PEAK HOUR</b> Weekdays: 5am–6am / 9am–3pm / 6pm–8pm Weekends: 9am–6pm	2	██████
<b>Total Service Hours:</b>		██████

<b>Annual Total Service Cost:</b>	\$	924,840.00
<b>Cost per Service Hour:</b>	\$	██████
<b>Ridership Estimate:</b>		██████

## Total Cost Base Service Span 2

<b>Weekdays:</b>	██████████
<b>Weekends:</b>	██████████

	Number of Vehicles	Service Hours (for all)
<b>PEAK HOUR</b> Weekdays: 6am-9am / 3pm-6pm	4	██████
<b>OFF PEAK HOUR</b> Weekdays: 9am - 3pm / 6pm - 8pm Saturdays: 9am - 3pm	2	██████████
<b>Total Service Hours:</b>		██████

<b>Annual Total Service Cost:</b>	\$	649,152.00
<b>Cost per Service Hour:</b>	\$	██████████
<b>Ridership Estimate:</b>		██████

## Additional Cost to Extend Beyond Base Service Spans

<b>Cost per Additional Hour</b>	\$ [REDACTED]
Conditions: \$ [REDACTED] on additional regularly scheduled service hours. Additional ad-hoc hours would be at \$ [REDACTED] x [REDACTED] = \$ [REDACTED]	
<b>Hourly Cost on Statutory Holidays</b>	\$ [REDACTED]
Conditions:	

## Additional Cost to Offer WIFI

<b>Cost for Unlimited Rider WIFI Usage on Board</b>	\$100/month/bus
Conditions: \$100 per month include usage up to 15GB. Additional usage invoiced at \$6/GB	

## Additional Cost of Vehicle Insurance

<b>Cost for Vehicle Insurance on Town's Fleet</b>	\$7150/year/bus
Conditions: Rate may vary depending on final bus type selected.	

## Additional Cost of Software and Data

<b>Cost for Software and Data Cost</b>	\$154,800
Conditions: \$154,800 one time capital cost based on 6 units for 5 years.	

## Fuel Escalation/De-escalation

<b>Fuel Escalation/De-escalation</b>	
Conditions: Fuel escalation/de-escalation clause to be discussed.	

**Schedule "D"**  
**Request for Proposals**

**[Insert complete RFP, including any addenda and schedules]**



**TOWN OF COCHRANE**

**ADDENDUM NO. 1**

DATE ADDENDUM ISSUED:  
**Monday October 15, 2018**

ISSUED BY:  
**Devin LaFleche**

REQUEST FOR PROPOSALS (RFP):  
**ON DEMAND LOCAL TRANSIT SERVICE**

RFP NO.:  
**TOC #T25-09-2018**

REVISED RFP CLOSING DATE AND TIME:  
**Friday November 02, 2018 before 4:00 P.M. (Local Time)**

**INSTRUCTIONS:**

Please amend your copy of the ON DEMAND LOCAL TRANSIT SERVICE RFP to be in accordance with the details of the Addendum below.

**DETAILS OF ADDENDUM NO. 1**

**Q1. Will the Town consider an extension for RFP CLOSING DATE AND TIME?**

*Refers to: Section 3.3, Section 19.2*

The original closing date and time for the RFP process was Monday October 29, 2018 before 4:00 P.M. (Local Time). The revised closing date and time is now Friday November 02, 2018 before 4:00 P.M. (Local Time).

**Q2. Do the fleet vehicles need to be buses?**

*Refers to: Section 45.6.1, Section 46.3*

Each Proponent will recommend their preferred vehicle(s) for operations. The Town's preference is for a small to medium sized buses rather than a smaller vehicle, because the Town plans to use the fleet for a future fixed/flexible route service mixed with On Demand. Large buses (i.e. 40ft./12m length) are also not preferred by the Town.

**Q3. Is the Town open to using all 8 vehicles during peak periods?**

*Refers to: Section 45.2.2, Section 46.3*

The Town is open to using all eight vehicles during peak periods, but the focus is on matching the transit service with actual demand to maintain a daily average wait time within a range of 20 – 30 minutes. Furthermore, eight vehicles are an estimate, the Town has up to \$2 million of capital funding to purchase a fleet.

**Q5. Will the Town's fleet be new vehicles?**

*Refers to: Section 46.3*

The Town will purchase new vehicles, including winter tires mounted on rims.

**Q6. What is the budget that has set aside for this service? What does this budget include?**

*Refers to: Section 46*

There is no official budget, however, the town is aiming to have a net annual operating cost of \$600,000. The expected average cost recovery rate over the five-year pilot is 33%. The budget includes the contracted operations of the transit system (e.g. drivers, fuel, fleet maintenance, software, booking, data collection/reporting, fare collection, etc.), which is outlined in the RFP. This does not include the capital costs covered by the Town's GreenTRIP funding.

**Q7. What is the annual ridership goal the Town would like to see with this service?**

*Refers to: Section 22.1, Section 45.2.2*

Considering other municipalities ridership, the Town anticipates an average annual ridership of 90,000 – 110,000 trips.

**Q8. Can the software platform be included in the initial capital purchases through the GreenTRIP capital grant?**

*Refers to: Section 25*

Yes, there is \$500,000 that could go toward the purchasing of On Demand software over the five-year pilot project by the Town. However, if the contract is terminated the Town will be refunded the remaining portion of the software purchase based on the five-year pilot contract length. If a Proponent uses any of the \$500,000 capital funding for software in their Proposal, then Proponents will also include the cost without the use of the capital funding.

**Q9. Will the Town purchase vehicle hardware?**

*Refers to: Section 45.4.3*

The Town will purchase all the vehicle hardware (e.g. fare collection, security cameras, winter tires on rims, etc.) except for the On Demand routing hardware which is to be provided by the Contractor.

**Q10. What costs would the Town like broken-out from the total cost for Base Service Scenarios 1 and 2?**

*Refers to: Section 25*

For the Total Costs for Base Service Scenarios 1 and 2 proponents must provide a breakdown of the following costs:

- Storage of Town’s fleet;
- Software cost;
- Fleet maintenance – based on expected number of kilometers driven;
- Fuel – based on expected number of kilometers driven; and
- Cost per fleet operator.

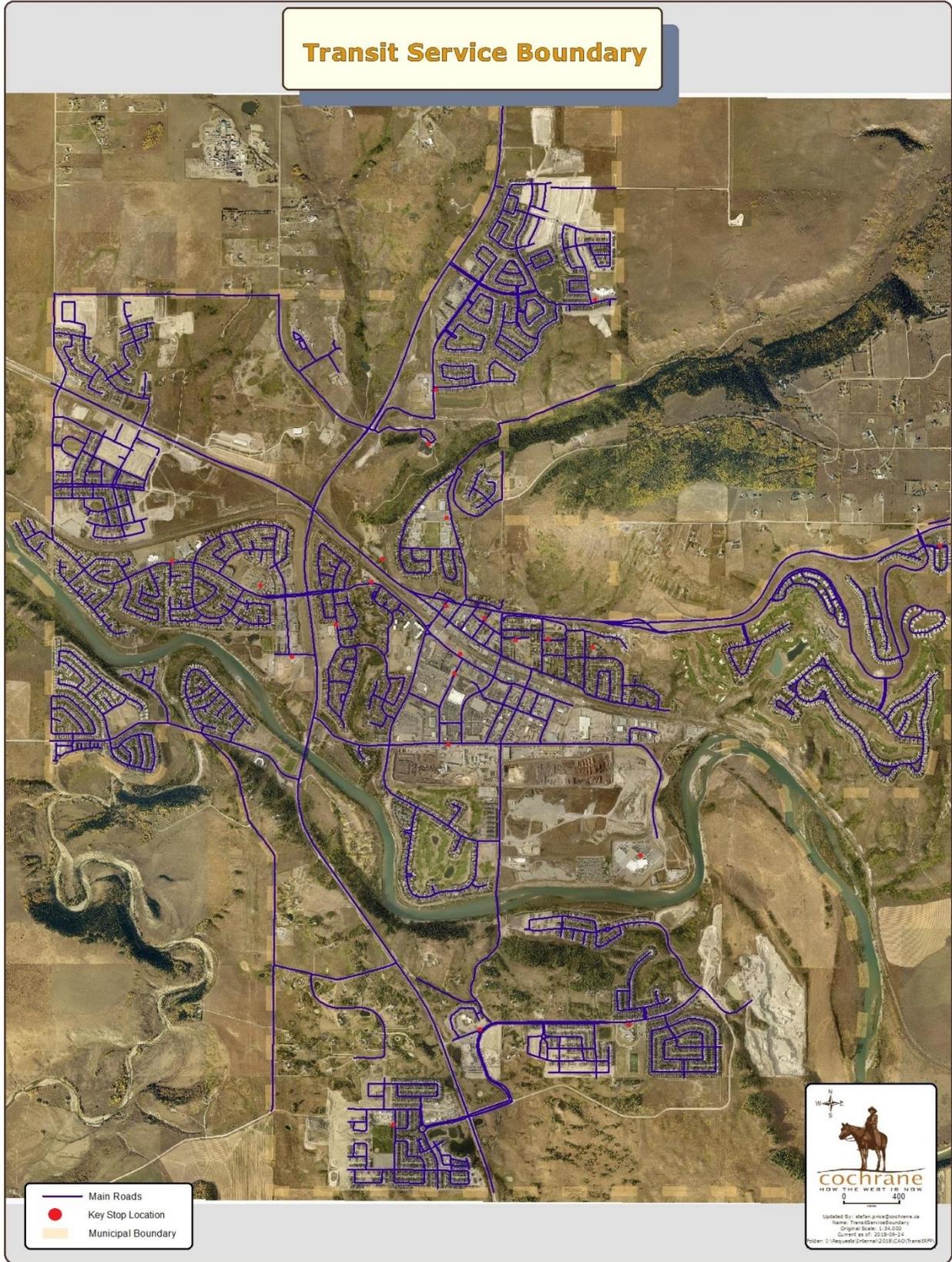
**Q11. Where are key locations for bus stops?**

*Refers to: Section 45.5, Section 46.4*

See Appendix E – Key Bus Stop Locations. The key stops are in close proximity to schools, churches, social services, municipal facilities, and recreational/gathering spaces. Stops are subject to change at the Town’s discretion.

**All other terms and conditions remain unchanged.**

# Appendix E –KEY BUS STOP LOCATIONS





**TOWN OF COCHRANE**

**REQUEST FOR PROPOSALS (RFP)**

**FOR**

**ON DEMAND LOCAL TRANSIT SERVICE**

RFP NO.:  
**TOC #T25-09-2018**

DATE RFP ISSUED:  
**Tuesday September 25, 2018**

CLOSING DATE AND TIME:  
**Monday October 29, 2018 before 4:00 P.M. (Local Time)**

**NOTES:**

- Any award will be subject to funding approval by Town Council, and reconfirmation of GreenTRIP funding by the Alberta Ministry of Transportation.
- Proposal will not be opened publicly.
- Award notifications will be sent to the successful Proponent and posted on Alberta Purchasing Connection (APC) if applicable.

# INSTRUCTIONS FOR SUBMITTING PROPOSAL

**1.** A Proposal must be delivered to:

Town of Cochrane  
101 RancheHouse Road  
Cochrane, AB, T4C 2K8  
Attention: Devin LaFleche – Transit Analyst

**\*\*Please note this address is for courier delivery only. No mail\*\***

Proposals will be received on or before the closing deadline of **4:00 P.M. local time on Monday October 29, 2018**. All proposals should be in a sealed envelope, signed and marked as follows: **"On Demand Local Transit Service"**

**2.** To be considered a Proposal must be:

- received by the stated closing time, at the address specified above;
- duly signed; and
- submitted in hard copy.

**3.** A Proponent must submit four (4) copies of its Proposal, one clearly marked "Original", the others clearly marked "Copy". The submission should include four (4) hard copies and one electronic copy (flash drive) of the entire proposal in a sealed envelope. For the hard copies, the Proposal Cost Pricing should be submitted in separate envelopes from the rest of the Proposal within the sealed envelope. For the electronic copy (flash drive), the Proposal Cost Pricing should be submitted as separate PDF files from the rest of the Proposal.

**4.** Proponents are asked to provide as much information as possible when replying to each point throughout the RFP and the Proponent must identify any specific provisions with which it is unwilling or unable to comply. Unwillingness or inability to comply with any specific provisions in the RFP may result in the Proposal being rejected.

**5.** A Proposal must be in enough detail to allow the Town to determine the Proponent's Proposal from the documents received. Every effort should be made to include complete details of services to be provided.

## Section 1. INTRODUCTION

This Request for Proposals (the “RFP”) is an invitation by the Town of Cochrane (the “Town”) to submit **non-binding proposals** for the provision of On Demand Local Transit Service within the Town of Cochrane. The “Service” includes service operations, fleet maintenance, On Demand software provision, customer support, trip booking, and reporting (discussed further in Section 4 – Scope of Work). The successful Proponent will be invited to enter into contract negotiations with the Town for the provision of the Service for a five-year period, with the potential for additional years of service provision. The anticipated start date for the transit service is August 1, 2019, but this date is subject to change.

The aim of the resulting agreement is to provide a cost-effective, accessible, and flexible public transportation service across the entire Town of Cochrane through the use of On Demand routing using the Town’s fleet of buses. This would be an entirely new service for the Town. The five-year pilot would involve testing different time spans of service to match the Service with actual demand. The Service could expand to a mix of On Demand transit with flexible or fixed route transit.

Any award will be subject to funding approval by Town Council, and reconfirmation of GreenTRIP funding by the Alberta Ministry of Transportation.

An optional Pre-Proposal Meeting will be held on **Thursday October 11, 2018, from 10:00 a.m. to 12:00 p.m.** (local time) at the Ranchehouse (Boardroom 278), 101 Ranchehouse Rd, Cochrane, AB, T4C 2K8.

## Section 2. BACKGROUND

The Town of Cochrane has been approved for \$9 million of GreenTRIP capital funding for the creation of a local transit service (see Appendix A – GreenTRIP Allocation). The Transit Task Force (TTF) was appointed by Town Council to explore the provision of a local transit service within the Town of Cochrane. The TTF recommended On Demand transit with a set of service standards to Town Council on September 10, 2018. Town Council directed Administration to proceed to the RFP process based on the approved service standards (see Appendix B – Approved Service Standards). Following the RFP process, any award will be subject to funding approval by Town Council.

## Section 3. GENERAL CONDITIONS OF PROPOSAL

### 1. SUBMISSION OF PROPOSAL

- 1.1 Proposals shall be submitted in a sealed envelope entitled “**On Demand Local Transit Service**” to the Administrative Office (second floor Cochrane RancheHouse) of the Town of Cochrane, at the address noted in the Instructions for Submitting Proposal above.
- 1.2 Faxed Proposals will not be considered.
- 1.3 The conditions herein constitute a part of the RFP and the Proponent acknowledges acceptance of these conditions and waives all claims, rights, demands and the benefit of any provisions of any statute, rule of law or regulation that might affect the rights of the Town under this RFP by signing the Signature Sheet (see Page 25). Responses submitted that do not include a signed Signature Sheet will not be considered.
- 1.4 All communications regarding this RFP should be sent to the Transit Analyst – Devin LaFleche at *Devin.LaFleche@Cochrane.ca* the Town will assume no responsibility for oral instructions or suggestions. Should the Proponent find discrepancies in, or omissions from the specifications, or should the Proponent be in doubt as to their meaning, the Proponent must notify the Town’s Transit Analyst – Devin LaFleche at *Devin.LaFleche@Cochrane.ca*, which may issue written addenda.
- 1.5 Each Proponent must make full disclosure of any personal or business relationships with any member of Town Council, any Executive Officer, or any Town staff member. Disclosure, if any, must be made in writing and accompany the Proponent’s response.
- 1.6 The law applicable to this RFP is the law in force in the Province of Alberta.
- 1.7 All the terms and conditions of this RFP are assumed to be accepted by the Proponent, and incorporated in the Proposal, except those conditions and provisions which are expressly excluded by the Proposal.
- 1.8 Proposals shall be prepared at the sole cost of the Proponent and under no circumstances will the Town be responsible for these costs.

**1.9** Proposals should adhere to the following format:

- Letter of Transmittal
- Executive Summary
- Profile and Capabilities of Firm
- Service Delivery Plan
- Innovative and Value-Added Solutions
- References
- Cost Pricing

**2. PROPOSAL PRICES**

- 2.1** All prices proposed shall be in Canadian Currency. If not stated otherwise, the Town will assume that prices quoted are in Canadian funds.
- 2.2** Prices will include all applicable taxes, duties and costs of providing the Service unless otherwise expressly stipulated. When suggesting prescription costs the Proponent will describe the costs as related to present associated industry rates.
- 2.3** Goods and Services Tax (GST) shall not be included in quoted prices.
- 2.4** Unless specified otherwise by the Proponent, the Town will assume the Proposal to be firm for acceptance within 90 days of Proposal closing.
- 2.5** The costs and work description shall be written in common language with descriptions manageable to a lay person.

**3. DELIVERY**

- 3.1** Time shall be of the essence to complete the package of services by the successful Proponent and no extension of time given on any occasion will be deemed to be a general waiver of this condition.
- 3.2** The Proponent is expected to use all reasonable undertakings to make delivery at the time specified in the RFP or otherwise stated. If for any reason delivery is delayed, the Proponent shall be responsible for any loss or damage sustained by the Purchaser or any third party by reason of such delay, unless prior written consent from the Purchaser is given accepting delay.

### 3.3 RFP Process Timeline

Key Points in RFP Process	Date
Issuing Date of RFP	September 25, 2018
Optional Pre-proposal Meeting at <i>Ranchehouse (Boardroom 278), 101 Ranchehouse Rd, Cochrane, AB,</i>	October 11, 2018 from 10:00 a.m. – 12:00 p.m.
Deadline for Questions	October 17, 2018
Deadline for Issuing Addenda	October 23, 2018
RFP Closing Date and Time	Before Wednesday October 29, 2018 4:00 p.m. (Local Time)

### 4. GENERAL

- 4.1** The Town may refuse to award a contract to a Proponent who has not complied with applicable Federal, Provincial or municipal licensing regulations or bylaws or other requirements.
- 4.2** The Proponent shall obtain and pay for all permits and licenses required either by the Government of Canada, the Province of Alberta, the Town, or any other authority to enable the Proponent to do all things necessary to perform the Contract for **On Demand Local Transit Service** (“the Contract”) according to the provisions of the Contract.
- 4.3** Each Proponent warrants that the products and services it will supply to the Town conform in all respects to the standards set forth by all applicable Federal and Provincial agencies.
- 4.4** Headings and titles in the RFP are for convenience only and are not explanatory of the clauses with which they appear.
- 4.5** Any references in the RFP to statutes or regulations or to any Town bylaws are deemed to include the most recent amendments thereto or replacements thereof.
- 4.6** The successful Proponent hereafter shall be referred to as the “Contractor” as the context requires.

### 5. COMMITMENT

- 5.1** Proponents are advised that no commitment or contractual obligations arise or are created under this RFP until such time as the successful Proponent receives official written confirmation of acceptance from the Town of Cochrane.

## **6. LIMITATION OF LIABILITY**

- 6.1** In no circumstances will a Proponent be entitled to consequential damages for any loss of profit or damage to reputation.
- 6.2** In no circumstances will a Proponent be permitted to limit their liability to an amount less than FIVE MILLION (\$5,000,000.00) dollars.
- 6.3** In no circumstances will a Proponent be entitled to special damages.
- 6.4** The selected Proponent will carry a comprehensive general liability policy with a minimum limit of FIVE MILLION (\$5,000,000.00) including products and completed operations and non-owned automobile liability to the same limits.

## **7. ACCEPTANCE OR REJECTION**

- 7.1** The Town reserves the right to cancel this RFP in its entirety after the advertised closing date, if all qualified bids exceed the Town's allocated budgets or if the scope of the Town's requirements changes.
- 7.2** Any award will be subject to funding approval by Town Council, and reconfirmation of GreenTRIP funding by the Alberta Ministry of Transportation.
- 7.3** A Proposal may be rejected on the basis of the Proponents' past performance, financial capabilities, completion schedule or failure to comply with Federal, Provincial or Municipal legislation.
- 7.4** As it is the purpose of the Town to obtain a Proposal most suitable to the interests of the Town and what it wishes to accomplish, the Town has the right to waive any irregularity or insufficiency or non-compliance in any Proposal submitted and to accept the Proposal which it deems most favorable to its interests or to reject all Proposals and cancel the RFP.
- 7.5** The Town reserves the exclusive right in its sole discretion:
- to accept the Proposal which it deems to be most appropriate and to waive any deviations in the Proposal;
  - to accept the Proposal in part or in its entirety;
  - to accept a Proposal submitted as a partnership between 1 or more potential Proponents;
  - to reject all Proposals and to invite new Proposals for the services required;

- to increase, decrease, delete, or vary any portion of the work;
- to reject Proposals which in its opinion are clearly non-viable from an implementation, operational, environmental, scheduling, technological, or financial point-of-view;
- to reject Proposals where there are significant omissions of required information as they relate to desirable requirements;
- to reject Proposals which have conditions attached, which are not authorized by the RFP; and
- to reject Proposals where there is a failure to provide satisfactory references or to meet servicing requirements;

## **8. ASSIGNMENT OF CONTRACT**

**8.1** A Contractor shall not, without the prior written consent of the Town, which consent may be withheld at the sole discretion of the Town, assign or transfer in any manner whatsoever any or all the rights, liabilities, obligations and benefits of the Contract. It shall; however, be a condition of any consent, if given, that the proposed assignee provide the Town with evidence satisfactory to the Town that the assignee can comply with the provisions of the Contract.

## **9. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT (FOIP)**

**9.1** The Town acknowledges that a Proposal may contain information in the nature of trade secrets or commercial, financial, labour relations, scientific or technical information of or about a Proponent. The Town acknowledges and agrees that responses to this RFP are provided in confidence and protected from disclosure to the extent permitted under law. The Town is, however, bound by the Freedom of Information and Protection of Privacy Act (Alberta) and all documents submitted to the Town will be subject to the provisions of this legislation.

## **10. PERFORMANCE AND EXCUSABLE DELAYS**

**10.1.** The Contractor may be evaluated periodically throughout the course of work or at the end of the project as the case may be. The Town will work with the Contractor to set key performance indicators (KPIs), which may have financial implications for not meeting certain KPIs. Any evaluations will be shared with the Contractor with the goal of immediate and permanent resolution of any problems and concerns.

**10.2.** The Town and the Proponent will acknowledge that delays in performance under the understanding such may arise due to events beyond their reasonable control. Such delays will be excusable and the relevant obligation suspended but only for such period of time as the cause for the delay remains beyond the reasonable control of the obligated party.

## **11. ENVIRONMENTAL CONSIDERATIONS**

**11.1.** Proponents are advised that the Town has a policy to support the purchase of products and services that will minimize any negative impact on the environment. The Town recognizes that procurement decisions by its employees can make a difference in pursuit of improving environmental performance. The Town will purchase environmentally preferred products or services whenever it is practical and can be obtained at a reasonable cost.

## **12. CLARIFICATION**

**12.1.** The Town reserves the right to seek clarification from any Proponent to assist in the evaluation of its Proposal.

## **13. NEGOTIATION**

**13.1.** The Town reserves the right to negotiate the terms of any Proposal with any Proponent. If the parties after having bargained in good faith are unable to conclude a formal agreement, the Town and the Proponent will be released without penalty or further obligations other than any surviving obligations regarding confidentiality and the Town may, in its discretion, contact other Proponents whose Proposals are considered by the Town suitable for the project and attempt to conclude a formal agreement with them.

## **14. RIGHT TO TERMINATE**

**14.1.** Any of the following occurrences or acts will constitute an event of default by the Proponent under the RFP and any resulting contractual agreement:

**14.1.1.** Non-performance or non-observance of any of its other covenants, agreements, or obligations hereunder, express or implied, continuing for fifteen (15) days after the Town has given the Proponent notice in writing to rectify the non-performance or non-observance. If the failure cannot be remedied within fifteen (15) days, then the Town in its discretion may extend the time period for rectification or terminate the agreement;

**14.1.2.** an assignment for the benefit of creditors or becoming bankrupt or insolvent, taking the benefit of any legislation for the protection of a bankrupt or insolvent parties; or

**14.1.3.** the appointment of a Receiver for the Proponent. In the event either 14.1.2. or 14.1.3 occurs, the Town will have the right to terminate the Contract immediately.

**14.2.** Notwithstanding anything contained herein, the Town may, at any time during the term of any Contract arising as a result of this RFP, upon giving 30 days' notice to the Proponent, terminate the Contract if the Town is of the opinion that the services supplied by the Proponent are not of a standard satisfactory to the Town or that the Proponent no longer has the financial capability to perform its obligations under the subsequent contract.

**14.3.** The Town in its sole discretion may terminate the Contract for reasons including, but not limited to, unethical or criminal activities by the Contractor upon giving 7 days notice to the Contractor.

## **15. NO COLLUSION**

**15.1.** Except as otherwise specified or as arising by reason of a provision of the RFP documents, no person either natural, or body corporate, other than the Proponent has or will have any interest or share in its Proposal or in any award or Contract arising out of this RFP. There must be no collusion or arrangement between the Proponent and any other actual or prospective Proponents in connection with Proposals submitted in response to this RFP.

**15.2.** Each Proponent must certify in writing that it has no knowledge of the contents of other Proposals and have made no comparison of figures or agreement or arrangement, expressed or implied, with any other party in connection with the making of its Proposal.

## **16. CONFLICT OF INTEREST**

**16.1.** By submitting a Proposal, the Proponent warrants that neither it nor any of its officers or directors, or any employee with authority to bind the Proponent, has any financial or personal relationship or affiliation with any elected official or employee of the Town or their immediate families which might in any way be seen by the Town to create a conflict.

**16.2.** Any issues which may be perceived as conflicts of interest must be identified. If the Proponent declares an actual or potential Conflict of, the Proponent must provide details of the actual or potential conflict of interest when submitting the Proposal.

**16.3.** If the Proponent does not identify an actual or potential conflict of interest when submitting their Proposal, they will be deemed to declare that there was no conflict of interest in preparing its Proposal, and there is no foreseeable conflict of interest in performing the contractual obligations contemplated in the RFP.

## **17. EXECUTION OF FORMAL AGREEMENT**

### **17.1. This RFP represents a definition of specific requirements only.**

It is not intended to be, nor should it be construed as, an offer to contract. The Town will consider each submitted response but assumes no obligation to act on any response. All submitted responses shall become the property of the Town. Only the execution of a written contract will obligate the Town in accordance with the terms and conditions of that contract.

**17.2.** If the Proponent's document is accepted, the Proponent shall be required to enter into a formal Contract. The Proponent will in good faith and in a timely manner clarify any terms or provisions of the Contract if required, or negotiate if circumstances require, and finalize the Contract within 60 days.

**17.3.** The complete RFP together with and subject to all the provisions contained therein, along with the Town's form of Contract, shall, when accepted and executed on behalf of the Owner, constitute a binding Contract between the Proponent and the Owner.

## **18. BID EVALUATION CRITERIA**

**18.1.** The Town of Cochrane considers the following requirements of the package submission to be of primary importance in the evaluation of bids for "ON DEMAND LOCAL TRANSIT SERVICE". Weighting points will be allocated based on the Town's assessment of the submissions where exact numerical assessment (such as price) cannot be made. Only those requirements applicable to the bid and based on the submission will be considered. The intent is to acquire service that best meets the

Town's overall requirements based on the anticipated total cost of project.

**18.2.** Proposals where criteria responses do not meet a minimum score of six (6) will be rejected. Award shall be based on total points resulting from the sum of the scores for each criterion multiplied by the weight assigned.

**18.3. REQUIREMENTS/CRITERIA: (ALL SUBMISSIONS WILL BE SCORED ON THE FOLLOWING CRITERIA).**

**19. MANDATORY CRITERIA**

**19.1.** Proposals that do not meet the following mandatory requirements shall be disqualified without further consideration, subject to any rectification:

**19.2.** Each submission must be received on or before the closing deadline of Monday October 29, 2018 by 4:00 p.m. (local time) and be consistent with Submitting Proposal Instructions outlined in this RFP.

**19.3.** Each submission must include a signed copy of the Submission Form (see page 25) completed in its entirety.

**19.4.** The successful Proponent must have the ability to operate the Town's fleet and manage On Demand bookings via phone and arrange for trip requests via a mobile application, and desktop computer version.

**19.5.** Proposals in which mandatory criteria are not met shall be automatically rejected.

**20. RATED REQUIREMENTS**

**20.1.** Please include the following information in sufficient detail in the Proposal submission in order for the rated requirements to be evaluated and scored and ensure that the following outline and numbering provided is used for ease of reference by evaluators:

1. Letter of Transmittal
2. Executive Summary
3. Profile and Capabilities of Firm
4. Delivery Plan
5. Value-Added Solutions
6. References
7. Cost Pricing

**20.2.** Proposal are to provide the following information in their submission:

**21. PROFILE AND CAPABILITIES OF FIRM (25%)**

**21.1.** Provide the number of years the firm has been in the business of providing a similar service, including provision of vehicles, operators, use of routing software, and support services.

**21.2.** Provide the resumes and qualifications for key personnel (operators, software, management and supervisors) and sub-contractors that would be assigned to our account, including identification of the single point of contact at a managerial and daily operational level.

**21.3.** Describe your ability to be flexible in shifting or adding resources to respond to fluctuations in demand for the Service.

**21.4.** Describe your experience in the use of On Demand technology as it applies to provision of the Service.

**21.5.** In the case of a consortium Proposal, identify the lead Contractor.

**22. SERVICE DELIVERY PLAN (45%)**

**22.1.** Provide a comprehensive Service Delivery Plan that fully describes how you will provide all aspects of the Service outline in Section 4 – Scope of Work, including:

- front- and back-end software user interfaces;
- trip booking experience;
- expected wait times;
- expected trip times;
- expected ridership numbers;
- optimal bus stop locations to provide 400-meter walking distant coverage of Cochrane;
- the recommended vehicle(s) for the Town to purchase,
- the number of vehicles required to meet expected demand at different periods of the day;
- Potential to offer door-to-door On Demand Service
- potential to offer 'Mobility as a Service' in On Demand app and website; and
- data collection and reporting.

**22.2.** Describe your maintenance and storage program for the Town's fleet.

**22.3.** Describe your training program for company personnel to ensure qualified, knowledgeable, and skilled personnel with excellent customer service skills, in order to achieve Service expectations.

**22.4.** Describe your process of problem resolution (end-to-end).

**23. INNOVATIVE AND VALUE-ADDED SOLUTIONS (10%)**

**23.1.** Proponents are encouraged to supply information on new and innovative processes that they feel would be beneficial to the Town. The purpose of this evaluation component is to provide incentive in the evaluation process for innovative or value-added solutions that the Proponent proposes to bring to the Service.

**24. REFERENCES**

**24.1.** Proposals must include a list of references with respect to the general reputation of the Proponent along with the Proponent's skills and qualifications necessary to diligently and properly perform the work in accordance with the Contract. References are to be from clients to whom the Proponent has supplied similar services. At least three (3) references, complete with the person to contact, their telephone number, and the type of products/services provided should be included with the Proposal.

**24.2.** It is the Proponents' responsibility to ensure the availability and appropriateness of individual reference contacts. The Town reserves the right to contact any current or previous clients not specifically listed as a reference.

**24.3.** The Town will not enter into a contract with any Proponent whose listed references, in the opinion of the Town, are found to be unsatisfactory.

**25. COSTS (20%)**

**25.1.** All prices proposed shall be in Canadian Currency. If not stated otherwise, the Town will assume that prices quoted are in Canadian funds.

**25.2.** Provide fixed total annual price in Canadian dollars, exclusive of GST for the Service based on Base Service Spans 1 and 2 (see Appendix D – Price Costing).

**25.3.** Pricing will include all costs necessary to complete the full scope of the Service. The Town will not be responsible for any additional costs or surcharges not identified.

**25.4.** Proponents will also provide hourly costs and conditions for adding additional time periods to the Base Service Spans.

**25.5.** Proponents may also provide costs and conditions for adding additional unlimited WIFI on board, and vehicle insurance for the Town's fleet.

## **26. EVALUATION PROCESS**

### **26.1. Step 1 – Initial Review of Mandatory Requirements**

**26.1.1.** Step 1 will consist of a review of all the mandatory requirements to determine which Proposals comply. Proposals that do not meet mandatory requirements shall be disqualified.

### **26.2. Step 2 – Rated Criteria Review**

**26.2.1.** Step 2 will consist of a review of all compliant Proposals to determine the highest-ranking Proponent based on the rated criteria (excluding cost pricing), as set out in the Table 1. References provided may be used to re-evaluate and validate the Proposal submission but will not be scored separately.

**Table 1: Initial Rated Criteria Review**

<b>Rated Criteria Category</b>	<b>Value</b>	<b>Score</b>
Capabilities of Firm	25 %	
Service Delivery Plan	45 %	
Innovative and Value-Added Solutions	10 %	
<b>Total Value</b>	<b>80 %</b>	

### **26.3. Step 3 – Potential Interview**

**26.3.1.** The top-ranked Proponents from Step 2 may be required to participate in an interview process which may require a demonstration of their On Demand Service. If an interview is required by the Town, Proposals will be re-evaluated, and the highest ranked Proponent determined.

## 26.4. Step 4 – Pricing Review

**26.4.1.** Step 4 will consist of a review of the Proposal Pricing for the top-ranked Proponents from Step 2/3 to determine the Pricing score.

**Table 2: Cost Pricing Rated Criteria Review**

<b>Rated Criteria Category</b>	<b>Value</b>	<b>Score</b>
Cost Pricing	20%	
<b>Total Value</b>	<b>20%</b>	

## 26.5. Step 5 – Total Points Review

**26.5.1.** Step 5 will consist of a review of the Total Point Score to determine the top-ranked Proponent based on the criteria set out below in Table 3:

**Table 3: Total Rated Criteria Review**

<b>Rated Criteria Category</b>	<b>Value</b>	<b>Score</b>
Capabilities of Firm	25%	
Service Delivery Plan	45%	
Innovative and Value-Added Solutions	10%	
Cost Pricing	20%	
<b>Total Value</b>	<b>100%</b>	

## 26.6. Step 6 – Selection

**26.6.1.** The top-ranked Proponent, as identified above, will receive a written invitation to enter into direct contract negotiations with the Town

**26.6.2.** Evaluation scores and rankings are confidential and apart from identifying the top-ranked Proponent no details of the Proposal score or ranking of any Proponent will be released to any other Proponent.

**26.6.3.** Proponents should note that if the parties cannot execute a contract, the Town may invite the next-best-ranked Proponent to enter into negotiations. In accordance with the process rules of this RFP process, there will be no legally binding relationship created

with any Proponent prior to the execution of a written agreement. This process shall continue until a contract is formalized, until there are no more Proponents remaining that are eligible for negotiations or until the Town elects to cancel the RFP process.

**27. EVALUATION TABLE**

**27.1. Requirements/Criteria** shall be evaluated in accordance with the following table and the weights assigned to each criteria:

**27.2. Rating Description**

<b>10</b>	Excellent. Exceeds the requirements of the criterion in superlative beneficial ways/very desirable.
<b>9</b>	Very Good. Exceeds the requirements of the criterion in ways which are beneficial to our needs.
<b>8</b>	Good. Exceeds the requirements of the criterion but in a manner which is not particularly beneficial to our needs.
<b>7</b>	Fully meets the requirements of the criterion.
<b>6</b>	Average. Adequately meets most of the requirements of the criterion. May be lacking in some areas which are not critical.
<b>5</b>	Barely meets most of the requirements of the criterion to the minimum acceptable level. May be lacking in some areas which are not critical.
<b>4</b>	Poor. Addresses most, but not all, of the requirements of the criterion to the minimum acceptable level. Lacking in critical areas.
<b>3</b>	Poor to Very Poor
<b>2</b>	Very Poor. Minimally addresses some, but not all, of the requirements of the criterion. Lacking in critical areas.
<b>1</b>	Very Poor to Unsatisfactory
<b>0</b>	Does not satisfy the requirements of the criterion in any manner.

**28. CREDIT CHECKS**

**28.1.** The Town reserves the right to request and receive financial information, credit checks, and performance securities from a Proponent or Contractor that will, in the Town’s opinion, protect the Town's interests and/or demonstrate that the Proponent’s or Contractor’s business is financially sound. Failure to comply with such requests may result in a Proposal being rejected.



## **29. ACTS & REGULATIONS**

**29.1.** The Proponent as the Contractor shall comply with all requirements of those federal, provincial, municipal or other governmental bodies, agencies, tribunals or authorities having jurisdiction and lawfully empowered to make and/or impose laws, bylaws, rules, orders or regulations with respect to meeting Contractor's obligations under a Contract, including, without limitation the following:

- Town of Cochrane applicable bylaws
- Workers' Compensation Act
- Labour Relations Code
- Occupational Health and Safety Act
- Public Health Act
- Environment Protection and Enhancement Act
- Employment Standards Act
- Safety Codes Act

**29.2.** The Proponent as the Contractor shall abide by all rules and regulations adopted by the Town and communicated from time to time in writing to the Contractor during the term of Contract.

**29.3.** If the Contractor is of the opinion that the associated costs to the Contractor to comply with any such municipal policy are unreasonable and the parties are unable to agree to reasonable costs for which the Contractor is responsible, the Contractor may elect to terminate the contract in accordance with terms of Section 4, "Scope of Work" herein or to proceed to arbitration in accordance with provisions of the Arbitration Act of Alberta and determine the reasonableness and the amount of the associated costs which the Contractor should bear.

## **30. PERFORMANCE**

**30.1.** The Town requires written confirmation by a Proponent respecting the Proponent's commitment and ability to comply with legislative requirements and industry standards. The Proposal must respond specifically to the following:

- Confirmation that the Proponent will follow all policies and procedures of the Town;
- Confirmation that the Proponent will attend safety and coordination meetings so that the Proponent may be informed of health or safety hazards at any work location;

- Confirmation of the Town's right to require the Proponent to take additional steps such as additional training or appointment of additional supervision, and the right of the Town to stop work or ultimately terminate the Contract without penalty if work is not being performed safely by the Proponent;
- Prohibition against the Proponent entering into subcontracts without prior approval;
- Confirmation of the obligation to furnish evidence of compliance with all applicable workers' compensation legislation at designated intervals, including confirmation of personal coverage by owners of the business if the owners will be performing work; and,
- Confirmation of the Proponent's obligation to indemnify the Town for any losses, including fines or legal expenses, arising from health and safety liability.

### **31. INSURANCE REQUIREMENTS**

**31.1.** The Proponent as the Contractor shall during the term of the Contract and at its own expense maintain with Insurers allowed by the laws of the Province of Alberta to issue insurance policies in Alberta and in forms satisfactory to the Town the following insurance policies:

**31.1.1.** A Commercial General Liability insurance policy for bodily injury (including death) and property damage in an amount of not less than FIVE MILLION DOLLARS (\$5,000,000.00) inclusive limit for any one occurrence and such policy shall:

- Include the Town of Cochrane as an additional insured
- Include a cross liability clause;
- Products and Completed Operations Endorsement;
- Non-owned Automobile Liability Endorsement to limits of not less than TWO MILLION DOLLARS (\$2,000,000) per occurrence.
- Contractors Equipment Floater Endorsement for full replacement costs.

**31.2.** The said insurance policies shall include provision for the Town to be given thirty (30) days written notice prior to cancellation, and thirty (30) days prior notice of any material change.

**31.3.** The Proponent as the Contractor shall provide documentary evidence in a form satisfactory to the Town of the above-mentioned insurance policy at inception of the Contract and at each renewal date there after or when requested by the Town.

**31.4.**The Proponent as the Contractor and not the Town shall be responsible for any deductible that may apply in any of the said insurance policies.

**31.5.**The insurance requirements detailed here are considered to be the minimum required by the Contractor. These limits may be exceeded by the Contractor without consultation with the Town.

**31.6.**All policies of insurance shall include as additional insured the Town of Cochrane, its Officers, administrators, assigns, employees, agents and contractors. Such liability insurance shall contain a cross liability clause whereby the insured indemnifies each insured as if a separate policy had been issued to each. A certificate of insurance evidencing the Town of Cochrane being added as an additional insured on their policy with 30 days notice of change or cancellation of insurance.

**31.7.**The Proponent covenants and agrees to indemnify and hold harmless the Town, its officials, officers, employees and agents from any and all liabilities, damages, costs, claims, suits or actions caused by or resulting from the work stipulated in the RFP or in the performance of the Contract.

## **32. SECURITY CLEARANCE**

The purpose of this section is to ensure that ALL Contracted employees working on this project are free of Criminal Records and Convictions for offenses against Persons, or Property, for which they have not been pardoned. Authority to proceed with site work on behalf of the Town shall be withheld from all persons that have not fulfilled the Security Clearance requirements as specified within this section.

**32.1.**The Contractor shall, at its sole expense, obtain security clearance from the R.C.M.P. or the Calgary Police Services, and provide certified proof thereof, for all its employees assigned to work on-site, prior to that employee's commencement of work on Town identified sites.

**32.2.**The Contractor SHALL:

**32.2.1.** NOT assign ANY person to perform work for the Town that is under the age of 16.

**32.2.2.** PRIOR TO permitting ANY employee to perform work on the Contractor's behalf within the Town's Buildings, cause that person

to submit an accurate and fully completed Security Clearance. A photocopy of identification satisfactory to the Town (usually a Drivers License, Immigration or Passport Documents, or other Photo bearing identification) MUST be provided and accompany the Security Clearance Form.

**32.2.3.** NOT assign ANY person to perform work within the lands owned and managed by the Town until such time that the Security Clearance Form has been investigated and the result of that investigation is made known to the Town and the Contractor.

**32.2.4.** NOT assign ANY person to perform work within the lands owned and managed by the Town of Cochrane that is found to have, or otherwise known by the Contractor, to have, a Criminal Record OR Conviction for offenses against persons or property (erg. theft, shoplifting, assault, sexual offenses, etc.) for which a pardon has not been obtained.

**32.2.5.** INFORM the Town of any/all contracted employees authorized to work within the lands owned and managed by the Town that are convicted of offenses against persons or property during the term of the Contract.

### **33. EQUIPMENT**

**33.1.** All vehicles shall conform to licensing under the Motor Vehicles Act in the Province of Alberta.

**33.2.** Any piece of equipment provided by the Contractor that exhibits a frequency of breakdowns that impact the delivery of service under the Contract will be suitably replaced.

### **34. USE OF PREMISES**

**34.1.** The Contractor shall be responsible for any and all damage to any lands or premises (i.e. garages, fences, downspouts, sidewalks, roads) caused during the provision of services under the Contract.

**34.2.** The Contractor shall not jeopardize the security of any premises and shall conform to any security procedures established by the Town.

## **35. REFERENCES**

- 35.1.** Proposals must include a list of references with respect to the general reputation of the Proponent along with the Proponent's skills and qualifications necessary to diligently and properly perform the work in accordance with the Contract. References are to be from clients to whom the Proponent has supplied similar services. At least three (3) references, complete with the person to contact, their telephone number, and the type of products/services provided should be included with the Proposal.
- 35.2.** The Town reserves the right to check the references of any and all Proponents at any time during the RFP evaluation process. References may be contacted by phone and/or in writing and any information received will be used to assist the evaluation committee to determine if a Proponent is compliant with this RFP.
- 35.3.** The Town will not enter into a contract with any Proponent whose references, in the opinion of the Town, are found to be unsatisfactory.

## **36. LENGTH OF CONTRACT**

- 36.1.** The successful Proponent will be invited to enter into contract negotiations with the Town for the provision of the Service for a five-year period, with the potential for additional years of service provision. The anticipated start date for the transit service is August 1, 2019, but this date is subject to change.

## **37. FUNDING**

- 37.1.** The Proponents acknowledge that the Town cannot make financial commitments beyond the Town's current fiscal year or more than the projects specified grant. In this regard, it is understood by the Town and the Proponent that the Town shall annually make bona fide requests of its approving authority for appropriations of sufficient funds to make payments covered by any contract resulting from this RFP.
- 37.2.** Should such funds not be approved by the approving authority, the Town shall notify the Contractor that the request for funds has not been approved and of its intention to terminate the services so affected. Such termination shall take effect thirty (30) days from the date of notification and shall not constitute an event of default.

### **38. NOTICE**

**38.1.** Notices in connection with the Contract will effectively be given if sent by registered mail or hand delivered to:

Town of Cochrane  
101 RancheHouse Rd.  
Cochrane, AB  
T4C 2K8  
Attention: Devin LaFleche – Transit Analyst

The Contractor shall provide an address for notices upon entering into the Contract with the Town.

Any Notice sent by registered mail will be considered as having been received seven (7) days after the mailing of such.

### **39. OCCUPATION HEALTH & SAFETY**

**39.1.** For the purposes of the Occupational Health and Safety Act, the Contractor is considered to be the “Prime Contractor” as defined in the Act. It is specifically drawn to the attention of the Proponent that the Occupational Health & Safety Act provides in addition to other things that;

- “A Prime Contractor shall ensure, on a project undertaken by the Prime Contractor constructor that, the measures and procedures prescribed by this Act and the regulations are carried out on the project.
- Every employer and every Worker performing Work on the project complies with this Act and the regulations; and
- The health and safety of Workers on the project is protected.”

### **SPECIAL CONDITIONS OF PROPOSAL**

#### **40. TOWN PROVIDED INFORMATION**

All information provided to the Proponent including quantities or any other figures are accurate to the best of the Town’s knowledge. This information is intended to allow the Proponent to ascertain the scope of the Proposal. The actual figures may vary and the Town will not guarantee that this information is correct. Reliance on this information shall be at the Proponent’s own risk.

#### **41. FIRM PRICE AND ESCALATION**

To be considered, all Proponents shall keep prices firm, for the time period quoted in the Proposal. Failure to comply with this requirement shall be cause for rejection of a Proposal. Alternative price Proposals will not be considered unless the Proponent first makes an offer based on firm pricing for the term of the contract.

#### **42. TOWN OF COCHRANE BYLAWS**

Copies of the applicable Bylaws are available online via Town of Cochrane website [www.cochrane.ca](http://www.cochrane.ca) for the information of the Proponents. Proponents acknowledge and agree that the Town may, from time to time, during the term of the Contract amend, repeal and/or replace the bylaws, as deemed appropriate.

# Signature Form

The Undersigned Company represents and warrants that it is authorized to carry on business of this nature and that it is not disabled from performing the Contract if awarded by any law of Canada or of the Province of Alberta. The Undersigned also acknowledges receipt, understands, and has taken into consideration all the information presented in this Request for Proposal. The Undersigned further confirms and agrees that the person whose name is set out below is fully authorized to represent the Company and to bind it to this Request for Proposal and Contract awarded pursuant to the Request for Proposal.

The Undersigned hereby acknowledges it has thoroughly reviewed and has complied with the documents making up this Request for Proposal, which may include, Instructions For Submitting Proposal, General Conditions Of Proposal, Special Conditions Of Proposal, all drawings and specifications as may be listed in and any amendments or addenda.

The Undersigned also authorizes the TOWN OF COCHRANE to contact any of the listed references submitted in their Proposal response.

\_\_\_\_\_

Company Name

Date

\_\_\_\_\_

Name and Title

Authorized Signature

**THIS FORM MUST BE RETURNED WITH ANY SUBMISSION**

## Section 4. SCOPE OF WORK

**43.** The Town will use its GreenTRIP capital funding to purchase approximately eight (8) buses, construct a transit hub, and install bus stops. The successful Proponent (“Contractor”) will provide the operators, software, booking service, customer service, fuel, maintenance, and storage of the Town’s fleet and all additional support services required to deliver the Service, as further described below.

**44. THE SCOPE OF WORK CONSISTS OF THE FOLLOWING:**

- a) On Demand Local Service Operation
- b) Booking, and Routing
- c) Customer Support
- d) On Demand Software and Hardware
- e) Set Bus Stop Locations
- f) Management of Cochrane Fleet, including maintenance and storage
- g) Fare Collection (to be remitted to the Town)
- h) Reporting

**45. CONTRACT DELIVERABLES**

**45.1. On Demand Local Service Operation**

**45.1.1. Service Coverage**

The Contractor will provide a ride-share On Demand local transit service across the entire town with a 400-meter bus stop coverage (see Appendix C – Service Boundary Map). Also, there will be the potential for door-to-door On Demand service to be offered.

**45.1.2. Service Span**

There are two Service spans the Town is considering:

**Base Service Span 1:**

Monday to Friday	5:00 a.m. to 8:00 p.m.
Saturday to Sunday	9:00 a.m. to 6:00 p.m.

**Base Service Span 2:**

Monday to Friday	6:00 a.m. to 8:00 p.m.
Saturday	9:00 a.m. to 3:00 p.m.

The Base Service Spans will not operate on Statutory Holidays. The span of Service and Service days are subject to change, at the Town’s sole discretion.

### **45.1.3. Testing Service Times**

As part of the 5-year pilot project, the Town will be working with the Contractor to test various service times beyond the Base Service Spans 1 and 2.

*In addition to providing total cost for the Base Service Spans, the Proponents will also provide an hourly cost for the addition of Service hours, and costs for operating on Statutory Holidays.*

### **45.1.4. Operators**

The Contractor will be responsible for providing operators that:

- are fully trained and qualified as operators;
- are well versed in the securement of mobility aids, transportation of, and assistance to people with disabilities;
- are bondable and capable of meeting security clearance requirements, criminal record check and vulnerable sector checks, including providing proof of documentation to the Town as required;
- are trained in the use of the On Demand software; and
- have a neat and professional appearance, who are readily identifiable as Contractor personnel.

The Contractor will also be responsible for supervisory staff responsible for the hiring and training of operators, personnel scheduling and all ongoing day-to-day contact with the operators.

## **45.2. Booking, and Routing**

### **45.2.1. Booking**

The Contractor will provide a booking service where riders request a trip via mobile application ("app"), computer website, or by calling over the phone. Riders will be provided with directions to the nearest bus stop with an estimated time of pick-up and total trip time. Riders will be able book multiple trips up to seven (7) days in advance but must book at least 30 minutes in advance of their trip. The Contractor will be responsible for managing all bookings.

*The Proponent will provide an average wait time for over the phone bookings and will provide details on the management of the app and website booking systems.*

### **45.2.2. Routing**

The Contractor will route vehicles to meet an average wait time over each service day within a 20 – 30 minutes range or less. Also, the average rider trip time (i.e. time on the bus) will be within a 20 – 30 minutes range over each service day. The Town understands there will be trips and wait times above the average range.

*Proponents will provide details to demonstrate how they will be able to provide the Service within the allowable average ranges. Furthermore, Proponents will provide information on the number of vehicles needed to meet the expected level of demand during peak hours (6:00 a.m. to 9:00 a.m. and 3:00 p.m. to 6:00 p.m.) and off-peak hours. The Proponent will provide details on the expected level of demand for the Town of Cochrane (i.e. ridership) and the number of vehicles needed to meet this demand, which will be reflected in the total cost.*

### **45.3. Customer Support**

#### **45.3.1. Feedback and Compliant**

The Contractor will be responsible for the in-take of customer complaints and feedback in-person, through the app, website, and by phone. The Contractor will be responsible for reporting to the Town on a weekly and monthly basis.

#### **45.3.2. Education and Promotion**

During the early stages of the pilot project prior to the anticipated Service launch date of August 1, 2019 and during the first year of operations the Contractor will work with the Town’s Communications Staff for promotion of the Service. The Contractor will train and educate Town staff and members of the community on the use of Service application. This will be at no additional cost to the Town, and the Contractor’s level of commitment will be developed jointly by the Town and the Contractor.

### **45.4. On Demand Software and Hardware**

#### **45.4.1. Provision of Software**

The Contractor will be responsible for providing On Demand software internally or through a third-party.

*Proponents will provide information on the software provider and provide details on the software including front- and back-end user interfaces, data collection, routing method, and API type. In addition to the primary recommended software provider, the Proponent may provide additional software providers they are partnered with to provide On Demand software.*

#### **45.4.2. Potential for Mobility as a Service**

The Town may work toward offering “Mobility as a Service” which would require the booking app and website to offer additional transportation options (e.g. taxi/shuttle service, regional transit, ride-sharing, ride-hailing, etc.) to be offered and booked.

*Proponents will provide information on their ability or potential to offer Mobility as a Service through the On Demand software.*

#### **45.4.3. Hardware**

The Contractor will be responsible for providing the hardware (e.g. tablets, screens, fare box, etc.) needed to provide drivers with On Demand Routing, and fare collection. Additionally, the Contractor will be responsible for providing the cellular data needed to operate the On Demand service.

*Proponents will provide information on the necessary hardware for the delivery of the Service. In addition, Proponent’s should provide a cost estimate for the Town to provide WIFI on board to riders (separate from total cost).*

#### **45.5. Set Bus Stop Locations**

The Contractor will work with the Town to set the final location of bus stops.

*The Proponent is responsible for providing bus stop locations with a 400-meter walking distance coverage of the entire town (see Appendix C – Service Boundary Map). Bus stops should be placed to reflect the most efficient locations as per On Demand routing by the Proponent.*

#### **45.6. Management of Cochrane Fleet**

**45.6.1.** The Town will be purchasing approximately eight (8) buses using GreenTRIP capital funding. The Town will be working with the awarded Contractor to determine the appropriate vehicle to assure

efficiency for both the Town and Contractor. A key focus of the Town is to purchase a fleet with consideration for life span, maintenance, and initial cost. A modern appearance is considered an asset, but it is dependent on cost considerations mentioned above.

*Proponents will recommend a preferred fleet vehicle(s) for operations and maintenance efficiencies, which they have used for their total cost as per maintenance, fuel, storage costs, etc. All vehicles must be wheelchair accessible. There is a preference for a modern low floor bus with ramp access, but the primary concerns of the Town are vehicle life span, maintenance, and initial cost.*

**45.6.2.** The Contractor shall:

- Maintain the Town’s fleet in a safe working order, and in accordance with safety requirements of the Province of Alberta;
- Provide vehicle inspections upon the Town’s request at any time. Inspection is to be done by a licensed garage, at the Contractor’s expense and made available to the Town within seven (7) business days of the written request;
- Repair damage to the fleet beyond general wear and tear;
- Storage of fleet (approx. 8 buses); and
- Assure vehicles are in clean and working order. The recommended service will allow only service animals and allow riders to have beverages only (no food), which will be for the Contractor to enforce. All vehicles must be cleaned in accordance with the following schedule:
  - Daily- Exterior wash (body panels, windows, lights, mirrors and wheels) interior vacuuming of seats and driver’s area;
  - Weekly – Cleaning of interior of windows;
  - Monthly – Thorough wipe down of all interior; and
  - Semi-annually – Upholstery cleaning.

**45.7. Fare Collection**

The Contractor will be responsible for collection of fares via mobile app, transit cards, and cash payments. The successful Contractor will ensure correct fare is paid upon entry by the customer or that a valid pass, or ticket is presented. All fares will be remitted to the Town.

## **45.8. Reporting**

### **45.8.1. Day-to-day Service Issues**

The Contractor shall report all issues relating to day-to-day Service activities to the Town. This includes but is not limited to:

- Accidents/Incidents;
- Emergency or security issues;
- Acts of violence;
- Equipment issues;
- IT equipment issues;
- Service delays and other disruptions;
- Passenger information issues; and
- Bus stop and terminal issues, including bus stop signs, waste/recycling, vandalism and washrooms.

Issues deemed to be critical or of an emergency nature shall be communicated immediately to the Town, while minor issues can be included in a weekly report. Finally, an semi-annual report on day-to-day service issues will be provided.

### **45.8.2. Service Reporting**

The Contractor shall provide data and reporting to the Town on the deliver and demand of the Service.

- Ensure that all reports and data to be provided to the Town are complete and accurate to the satisfaction of the Town
- Collect all data and provide the Town with the required information on forms to be developed jointly by the Town and the Contractor within the agreed to submission deadlines; and
- Submit a monthly package to the Town including but not limited to:
  - Ridership data;
  - Trip, wait, and delay times;
  - Trip origin destination data;
  - Trip cancellation numbers; and
  - Customer satisfaction.

## **46. TOWN`S RESPONSIBILITIES**

### **46.1. Setting Service Times**

The Town will be responsible for setting the service span for the transit service and may pay for additional service hours to test service times beyond Base Service Spans 1 and 2 outlined in Section 45.1.2.

### **46.2. Setting Fare Prices**

The Town will be responsible for setting the local transit fare, which is currently recommended at \$2.50 for a regular one-way pass. In addition, the Town will be responsible for setting reduced monthly pass prices for seniors, youth, low income households, and adults. The Contractor will be responsible for collection of fares via mobile app, transit cards, and cash payments. While, the Town will be responsible for selling passes beyond the responsibility of the Contractor (e.g. in-person monthly passes, ticket booklet, etc.). All fares will be remitted to the Town.

### **46.3. Purchasing Fleet**

The Town will be responsible for purchasing the fleet of vehicles used for the Service. The Contractor will work with the Town on selecting vehicles for the transit service, but the final decision will be at the discretion of the Town.

### **46.4. Construction of bus stops, transit hub (transfer point)**

The Town will build the necessary bus stop infrastructure for the local transit service. Proponents will provide ideal bus stop locations for a 400-meter walking distance coverage for the entire Cochrane municipality (see Appendix C – Service Boundary Map). The Town will work with the Contractor to finalize bus stop locations.

The Transit Hub will be designed and constructed by the Town. The potential site of the Transit Hub is 360 Railway St. West, Cochrane, AB.

### **46.5. Branding and Advertising**

The Town's Communications Staff will be responsible for overseeing the branding and naming of the Service. The Town will be responsible for contracting for external advertising management.

#### **46.6. Out reach and education**

The Town's Communications Staff will work with the Contractor to create an education and outreach program lead by the Town.

#### **46.7. Data ownership**

The Town will be the sole owner of data collected through the On Demand service. The Contractor will work with the Town to meet the necessary requirements of a Privacy Impact Assessment (PIA).

## Appendix A – GREENTRIP ALLOCATION

Cochrane GreenTRIP Capital Funding Allocation	
Bus Fleet	\$2.0 million
Bus stop infrastructure	\$1.0 million
Land for Downtown transit hub	\$2.0 million
Plan, design & construct Downtown transit hub	\$3.5 million
On-demand, fare and information systems	\$0.5 million
<b>Total GreenTRIP Funding</b>	<b>\$9.0 million</b>

The GreenTRIP funding is an Alberta Ministry of Transportation capital funding program intended to support public transit in Alberta. This support is aimed at providing communities with a wide range of sustainable public transit alternatives, increasing transit ridership, reducing traffic congestion, and reducing GHG emissions. The deadline for the GreenTRIP funding to be used with all purchases and work completed is December 31, 2020.

## **Appendix B – APPROVED SERVICE STANDARDS**

**Service Coverage:** Full service coverage of all communities

**Bus Stop Coverage:** Entire town with 400-meter walking distance between stops

**Service Frequency:**

- 20 – 30 minutes average wait time for a bus booked last minute
- 20 – 30 minutes average time on the bus

**Bus Fleet:**

- Bus size - small to medium roughly 5m – 9m (23ft – 28ft) 10 – 22 passengers
- Bus appearance - modern (cost dependent)
- Bus fuel source - gasoline
- Bus accessibility – entrance ramp, wheelchair space, and accessible design
- Bicycle racks - front mounted

**Safety and Security Measures:**

- Security cameras
- Route sharing with family/friends (cost/privacy dependent)
- Between stops or door-to-door drop-off for late night hours/icy conditions
- Buses and shelters with lighting and/or enhanced sight lines
- Improving law enforcements ability to respond and enforce

**Fares, Month Passes and Payment:**

- One-way fare price is \$2.50
- All payment options - cash, transit card, and app/online payments
- Reduced monthly passes for seniors, students, low-income families, and adults
- Children under 5 years old ride free

**Advertising Locations and Management:**

- Bus stops and bus shelters
- Bus bench
- Interior of bus
- Exterior of bus
- Naming rights to bus stops
- Advertising in app/website
- External advertising management

**Additional Service Standards:**

- No pets (exception service dogs)
- Beverages only
- No restriction (parental discretion) on the age a child can travel unaccompanied
- Free for attendants assisting riders with limited mobility
- WIFI provided for free on board (cost dependent)
- Use transit in emergency situations
- Free transit to Town Events
- Children NOT required to be out of strollers when on the bus

**Prioritization of Service Periods:**

Priority 1	Full Weekdays (Monday to Friday 6am – 8pm)
Priority 2	Peak Period (Monday to Friday 6am – 9am & 3pm – 6pm)
Priority 3	Late Nights (After 8pm)
Priority 4	Saturday Service
Priority 5	Sunday Service
Priority 6	Early Morning (Before 6am)
Priority 7	Service on Holidays

**Service Spans:**

**Base Service Span 1**

Weekdays: 5:00am – 8:00pm  
Weekends: 9:00am – 6:00pm

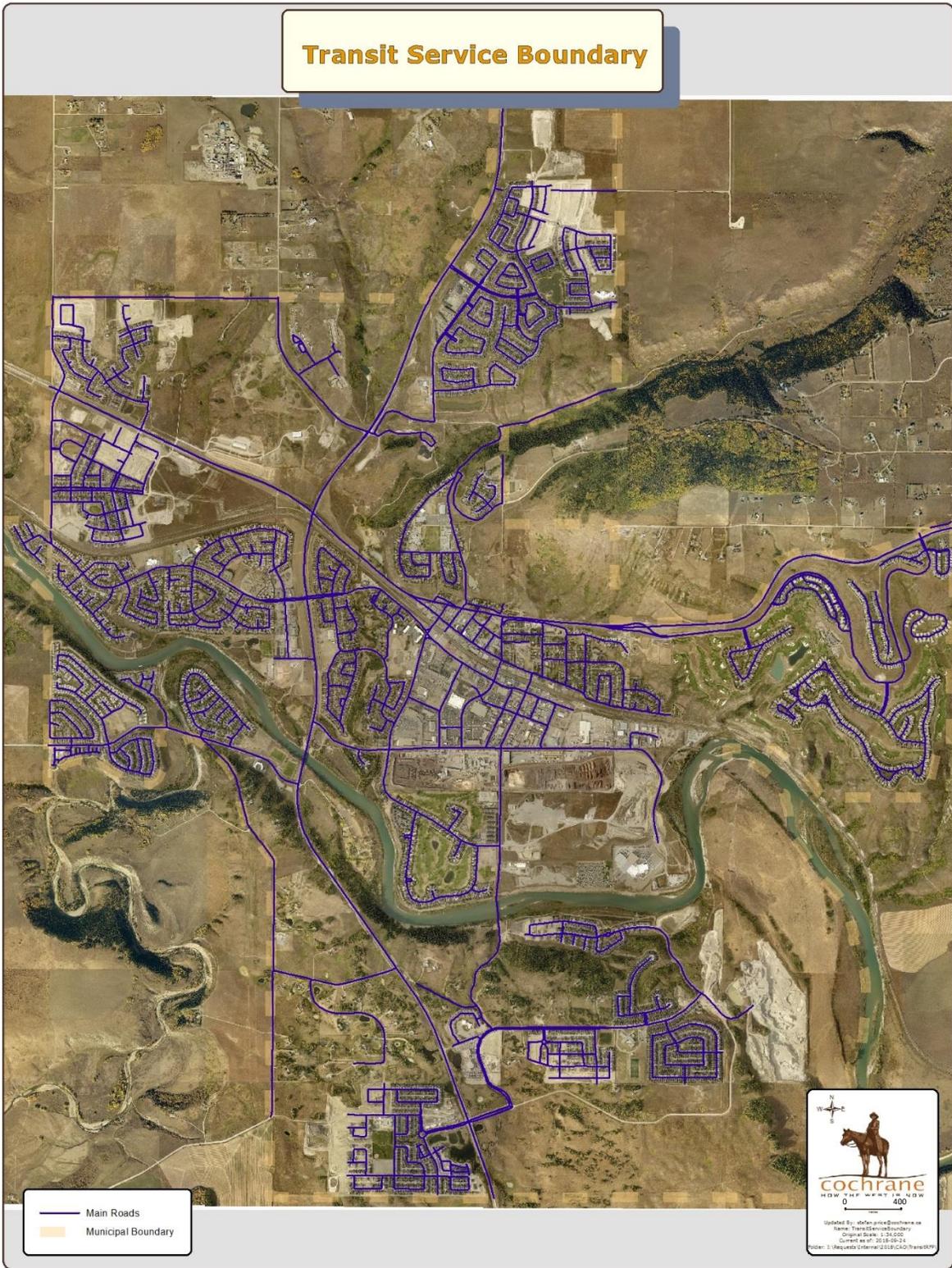
**Base Service Span 2**

Weekdays: 6:00am – 8:00pm  
Saturday: 9:00am – 3:00pm

\*Recommended that the flexibility of On Demand be used to test additional time spans.



# Appendix C – SERVICE BOUNDARY MAP



## Appendix D – PRICE COSTING

### Total Cost Base Service Span 1

<b>Weekdays:</b> 5:00 am – 8:00 pm
<b>Weekends:</b> 9:00 am – 6:00 pm

	<b>Number of Vehicles</b>	<b>Service Hours (for all vehicles)</b>
<b>PEAK HOUR</b> Weekdays: 6am–9am / 3pm–6pm	<b>1</b>	<b>1,506 hours</b>
<b>OFF PEAK HOUR</b> Weekdays: 5am–6am / 9am–3pm / 6pm–8pm Weekends: 9am–6pm	<b>1</b>	<b>3,195 hours</b>
<b>Total Service Hours:</b>		<b>4,701 hours</b>

\* Example above reflects Base Service Span 1 service hours for 1 vehicle with 9 Weekday Statutory Holidays excluded.

<b>Annual Total Service Cost:</b>	\$
<b>Cost per Service Hour:</b>	\$
<b>Ridership Estimate:</b>	

## Total Cost Base Service Span 2

<b>Weekdays:</b> 6:00 am – 8:00 pm
<b>Saturdays:</b> 9:00 am – 3:00 pm

	<b>Number of Vehicles</b>	<b>Service Hours (for all vehicles)</b>
<b>PEAK HOUR</b> Weekdays: 6am – 9am / 3pm – 6pm	<b>1</b>	<b>1,506 hours</b>
<b>OFF PEAK HOUR</b> Weekdays: 9am – 3pm / 6pm – 8pm Saturdays: 9am – 3pm	<b>1</b>	<b>2,320 hours</b>
<b>Total Service Hours:</b>		<b>3,826 hours</b>

\* Example above reflects Base Service Span 2 service hours for 1 vehicle with 9 Weekday Statutory Holidays excluded.

<b>Annual Total Service Cost:</b>	\$
<b>Cost per Service Hour:</b>	\$
<b>Ridership Estimate:</b>	

## Additional Cost to Extend Beyond Base Service Spans

<b>Cost per Additional Hour</b>	<b>\$</b>
<i>Conditions:</i>	
<b>Hourly Cost on Statutory Holidays</b>	<b>\$</b>
<i>Conditions:</i>	

## Additional Cost to Offer WIFI

<b>Cost for Unlimited Rider WIFI Usage on Board</b>	<b>\$</b>
<i>Conditions:</i>	

## Additional Cost of Vehicle Insurance

<b>Cost for Vehicle Insurance on Town's Fleet</b>	<b>\$</b>
<i>Conditions:</i>	

**ON-DEMAND TRANSIT SERVICE AGREEMENT AMENDING AGREEMENT**

THIS AGREEMENT effective the 29 day of August, 2022

**BETWEEN:**

**THE TOWN OF COCHRANE**

(the "**Town**")

-and-

**SOUTHLAND TRANSPORTATION LTD.**

(**"Southland"**)

**WHEREAS:**

- A. The parties entered into an On-Demand Transit Service Agreement effective April 24, 2019, whereby Southland would provide on-demand transit services to the Town (the "**Service Agreement**");
- B. Southland provides the On-It Regional Transit service which provides transportation between the Town of Cochrane Transit Hub at 360 Railway Street West (the "**Transit Hub**") and locations in the City of Calgary during peak commuter times (the "**On-It Regional Service**"); and
- C. The parties wish to amend the Service Agreement to include local transit service providing connections to the On-It Regional Service so that On-It Regional Service passengers can use the local service to connect to the regional service without payment of additional fees,

**NOW THEREFORE**, in consideration of the mutual premises set out herein, the parties agree as follows:

- 1. The Service Agreement is hereby amended as follows:
  - a. Section 18.7 of the Service Agreement is deleted and replaced with the following:

This constitutes the entire Contract between the parties hereto with respect to the matters set out herein and the parties acknowledge and agree that there are no covenants, representations, warranties, contracts or conditions express or implied, collateral or otherwise, forming part of or in any way affecting or relating to this Contract. For clarification, this Contract is ancillary to and does not impact any agreement between the parties with respect to the provision of the On-It Regional Service that may be entered into from time to time.
  - b. Schedule A of the Service Agreement is deleted and replaced with Schedule A to this Amending Agreement; and
  - c. Schedule B of the Service Agreement is deleted and replaced with Schedule B to this Amending Agreement.

2. Except as set out herein, the Service Agreement shall remain in full force and effect.
3. This Amending Agreement shall enure to the benefit of and be binding upon the parties and their respective successors and assignees.
4. This Amending Agreement shall be interpreted according to the laws of the Province of Alberta.
5. This Amending Agreement may be executed electronically and in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

**[Remainder of page deliberately blank, signatures on following page]**

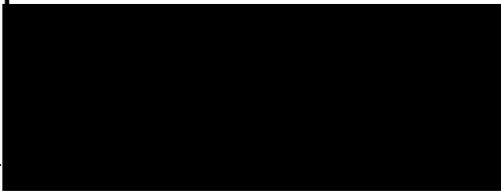
**IN WITNESS WHEREOF**, the parties have executed this Amending Agreement as of the Effective Date first above written.

**THE TOWN OF COCHRANE**

Per:  (c/s)  
Name: Mitchell Hamm  
Title: Director, Community Services

Per: \_\_\_\_\_  
Name:  
Title:

**SOUTH**

Per:   
Name:  
Title:

Per: \_\_\_\_\_  
Name:  
Title:

## SCHEDULE A

### Scope of Work

#### 1. The Proposal

- 1.1. The Work shall be in accordance with the Contract and shall include the work set out in the Request for Proposals, the Proposal, and shall also include the work set out in this Schedule "A".

#### Transit Service

#### 2. On-demand Transit Service Coverage

- 2.1. Southland shall provide on-demand local Transit Service throughout the transit service boundary specified in the Request for Proposals, to the bus stops determined by the Town from time to time. If directed by the Town, Southland shall provide door-to-door on-demand service as required by the Town for certain passengers or groups of passengers. This is referred to as the "**On-Demand Transit Service**".

- 2.2. Southland shall provide the On-Demand Transit Service during the following time periods:

Monday to Friday	6:00 a.m. to 8:00 p.m.
Saturday	9:00 a.m. to 3:00 p.m.
Sundays and Statutory Holidays	None

(the "**On-demand Service Hours**").

- 2.3. In the Town's sole discretion, the Town may amend, including by shortening or lengthening, the On-demand Service Hours from time to time with thirty (30) days of notice to Southland or as agreed upon by both parties.

#### 3. Regional Connection Transit Service

- 3.1. Southland shall provide local Transit Service providing connections to and from the Transit Hub for passengers using the On-It Regional Service (the "**Regional Connection Transit Service**").

- 3.2. Southland shall offer the Regional Connection Transit Service during the following time periods:

Monday to Friday mornings	5:45 a.m. to 9:00 a.m.
Monday to Friday afternoons	3:30 p.m. to 7:30 p.m.
Saturdays, Sundays and Statutory Holidays	None

(the "**Regional Connection Service Hours**").

- 3.3. The Regional Connection Transit Service will be offered as part of the On-Demand Transit Service at first. However, in providing the Regional Connection Transit Service Southland shall not allow any reduced service of the rest of the On-Demand Transit Service. In the future, with the agreement of both parties, the Regional Connection Transit Service may be provided through set or scheduled routes instead of on an on-demand basis.

3.4. In the Town's sole discretion, the Town may amend, including by shortening or lengthening, the Regional Connection Service Hours from time to time with thirty (30) days of notice to Southland or as agreed upon by both parties.

#### **4. Booking of Transit Service**

4.1. Southland shall provide booking service for passengers to schedule a trip via mobile application ("**App**"), computer website, and by calling over the phone, and shall coordinate such bookings with the On-Demand Software. Passengers shall be able to book multiple trips, select their pick-up and drop-off location, and schedule trips up to seven (7) days in advance. Southland may require passengers to book at least thirty (30) minutes in advance of their trip. Southland shall manage all bookings.

4.2. The App shall provide passengers with directions to the nearest bus stop, estimated pick-up time, and estimated total trip time.

#### **5. Routing of Transit Service**

5.1. Southland shall route Vehicles such that passengers are picked up on average not more than thirty (30) minutes after their requested pick-up time when scheduling their trip, and so that the average rider trip time does not exceed thirty (30) minutes.

### **General**

#### **6. Operators and Supervisors**

6.1. Southland shall provide adequate operators for the Vehicles to meet its obligations pursuant to the Contract. Such operators shall:

- be fully trained and qualified to operate the Vehicles and provide the Transit Services in accordance with the requirements of all applicable Alberta laws, good industry standards, and the Contract;
- be fully trained and qualified in the securement of mobility aids and the transportation of and provision of assistance to people with disabilities;
- be bonded;
- pass criminal record checks and vulnerable sector checks and any other security clearance that may be required by the Town from time to time;
- be fully trained in the use of the appropriate On-Demand software; and
- have a neat and professional appearance and be readily identifiable as Southland personnel.

6.2. Southland shall provide to the Town documentation confirming that the operators it provides meet the requirements of the above section 6.1 upon request from the Town from time to time.

6.3. Southland shall ensure that all staff and workers, including operators, are properly supervised for compliance with this Contract.

6.4. Southland shall provide appropriate office staff to meet its administrative obligations pursuant to this Contract.

## **7. Passenger Support**

- 7.1. Southland shall collect all passenger feedback and complaints received by any method of communication and report such feedback and complaints to the Town.
- 7.2. From the commencement of the Term until the first anniversary of the commencement of the On-demand Transit Service, Southland shall work with the Town to promote the On-demand Transit Service, including training and educating Town staff and residents on the use of the App and the On-demand Transit Service. This shall be at no additional cost to the Town.

## **8. On-Demand Software and Hardware**

- 8.1. Southland shall:
  - Ensure that its workers are properly trained on the use of the On-Demand Software to perform their role;
  - Train the necessary Town staff to use the On-Demand Software to perform their own role within the Town;
  - Report to the Town regarding the use of the On-Demand Software; and
  - Replace any On-Demand Software that fails to meet the requirements of this Contract.

## **9. Hardware**

- 9.1. Southland shall maintain in good working order the hardware (e.g. tablets, screens, WIFI transmitter, etc.) and software (including the On-Demand Software and any other software needed to provide drivers with routing information through the On-Demand Software), the cellular data needed to operate the On-Demand Software, equipment to provide WiFi service to passengers, and security cameras on-board the Vehicles and the monitoring thereof.

## **10. Management of Vehicles**

- 10.1. Southland shall:
  - Maintain the Vehicles in a safe working order and in accordance with applicable laws and good industry standards;
  - Inspect the Vehicles through a licensed garage as required by applicable laws and good industry standards and at any time upon request by the Town, and provide inspection results within seven (7) business days of the earlier of the inspection or the request by the Town for an inspection;
  - Repair damage to the Vehicles (excepting general wear and tear);
  - Store the Vehicles in a safe, appropriate and secure manner; and
  - Maintain the Vehicles in a clean and well-maintained condition and according to the schedule in the Request for Proposals as a minimum.

## **11. Transit Service Standards**

- 11.1. Southland shall provide safe and comfortable Transit Service to all passengers.
- 11.2. Southland shall prohibit animals other than service animals in the Vehicles.
- 11.3. Southland shall prohibit passengers from consuming food in the Vehicles (beverages may be permitted).
- 11.4. Southland shall not set a minimum age limit for passengers in the Vehicles but may require parental consent for passengers under eighteen (18) years of age.
- 11.5. Southland may allow its operators to drop off passengers between stops during late night hours or adverse weather conditions, provided they can do so safely and without compromising Southland's ability to meet its obligations in this Contract.

## **12. On-demand Transit Service Fare Collection and Remittance**

- 12.1. Southland shall ensure that all passengers using the On-Demand Transit Service have paid the appropriate fares as set by the Town from time to time (the "**On-demand Fares**").
- 12.2. Southland shall collect the On-demand Fares via the App and cash payments made to the operator of the Vehicle. Southland may also sell monthly passes or books of tickets.
- 12.3. Southland shall make reasonable efforts to collect the proper On-demand Fare as defined in Schedule "C" Proposal.
- 12.4. Southland shall not collect any payment from passengers for use of the On-demand Transit Service except for the On-demand Fares.
- 12.5. On a monthly basis within ten (10) days after the end of the month, Southland shall provide to the Town:
  - a report stating the total number of passengers that used the On-demand Transit Service, broken down into groups based on the applicable On-demand Fares payable for such groups;
  - a report stating the total number and amount of On-demand Fares paid including the method of payment; and
  - a remittance of all On-demand Fares collected.

## **13. Regional Connection Transit Service Fare Collection**

- 13.1. The cost of the Regional Connection Transit Service is included in the cost of the On-It Regional Transit Service, and there shall be no additional fares payable by passengers for the Regional Connection Transit Service.
- 13.2. Southland shall ensure that all passengers using the Regional Connection Transit Service have paid the appropriate fares for the On-It Regional Transit Service.
- 13.3. Southland shall not be required to remit fares it collects for the Regional Connection Transit Service as part of the On-it Regional Transit Service to the Town.

## **14. Reporting**

14.1. Southland shall report all issues relating to the Transit Service to the Town, including:

- Accidents / incidents;
- Emergencies;
- Security issues;
- Traffic violation tickets;
- Acts of violence;
- Vehicle equipment issues;
- Equipment issues;
- Facility issues;
- Service delays or disruptions;
- Hazardous spills;
- Passenger information issues;
- Bus stop and terminal issues (including issues noted with bus stop signs, waste / recycling facilities, and washrooms);
- Vandalism; and
- Snow and ice buildup and other winter maintenance issues.

Southland shall immediately report any issues which are of an urgent or emergent nature and which reasonably require an immediate response. All other issues shall be included in a weekly report, and all service issues shall be further compiled into a semi-annual report.

14.2. Southland shall provide monthly reports to the Town which shall:

- Include all data provided from information forms to be jointly developed by the parties; and
- Include:
  - Ridership data;
  - Trip, wait, and delay times;
  - Trip origin and destination data;
  - Key performance indicators (KPIs);
  - Fuel usage;
  - Fleet and hardware maintenance;
  - Training;
  - Trip cancellation numbers; and
  - Passenger satisfaction.

14.3. Southland shall make available any information, data or documents that the Town may request from time to time in Southland's possession or available to Southland to allow the Town to evaluate the quality and progress of services provided pursuant to this Contract.

## SCHEDULE B Fees for Service

### 1. Fee for On-demand Transit Service

1.1. The Town shall pay to Southland six hundred forty-nine thousand one hundred fifty-two dollars (\$649,152.00) per year as compensation for the On-demand Transit Service and all other Work hereunder except for the Regional Connection Transit Service (the “**Base Fee**”).

1.2. The Base Fee is based on [REDACTED]

Time Period	Number of Vehicles in Operation	Service Hours (for all Vehicles)
Peak Hours (weekdays 6am-9am and 3pm-6pm)	4	[REDACTED]
Off-Peak Hours (weekdays 9am-3pm, Saturdays 9am-3pm)	2	[REDACTED]
Total Service Hours:		[REDACTED]

For clarification, the Service Hours set out above do not include the service hours for the Regional Connection Transit Service. If the Town amends the On-demand Transit Service Base Service Span time periods, the Base Fee shall be adjusted accordingly at a rate of [REDACTED] per service hour. Southland shall not change the service hours except in accordance with a direction from the Town.

1.3. The Base Fee includes all work to carry out the Work (excluding the Regional Connection Transit Service), including without restriction all labour costs, fuel costs, Vehicle maintenance, and insurance costs (excepting insurance on the Vehicles if required to be obtained by Southland pursuant to section 11.4 of the Contract).

### 2. Fee for Regional Connection Transit Service

2.1. Southland shall provide the Regional Connection Transit Service at no cost to the Town. The Regional Connection Transit Service shall include three (3) local Transit Service connector vehicles during the Regional Connection Transit Service Hours. In the future, with the agreement of both parties, the number of local connector vehicles and/or the Regional Connection Transit Service Hours may be increased or decreased.

2.2. Southland is permitted to utilize three (3) On-Demand Transit Service Vehicles as local Transit Service connector vehicles during the Regional Connection Transit Service Hours. On-Demand Transit Service Vehicles used for the Regional Connection Transit Service shall be managed and maintained in accordance with Appendix A.

### 3. Variable Costs

3.1. Southland shall invoice the Town on a monthly for:

- a. The cost of obtaining insurance on the Vehicles in accordance with section 11.4 of the Contract, where applicable;
  - b. The cost of providing WiFi to passengers, at a rate of \$100.00 per month per Vehicle (only for those Vehicles used in providing the On-demand Transit Service) for up to 15GB, plus \$6.00 per additional GB in excess of 15GB per month; and
  - c. Any hours worked outside of the On-demand Transit Service Base Service Span time periods, provided that such hours are agreed to in advance, at a rate of:
    - i. [REDACTED] per service hour for additional regularly occurring service hours;
    - ii. [REDACTED] per service hour for ad hoc, temporary or testing hours; and
    - iii. [REDACTED] per service hour on statutory holidays.
- 3.2. Southland shall be responsible for all costs associated with operating and maintaining the Vehicles for the Transit Service.

#### **4. Other Costs and Cost Adjustments**

- 4.1. Southland shall not be entitled to any compensation for the Transit Service except as expressly set out herein.
- 4.2. The dollar figures set out in this schedule shall be subject to adjustment as per sections 3.6 and 3.7 of the Contract.