

## **Four Counties Transportation Services**

### **Agenda**

**Monday June 25, 2018**

**8:30 a.m.**

**West Elgin Council Chambers**

1. Call to Order
2. Disclosure of Pecuniary Interest and the General Nature Thereof
3. Minutes – April 9, 2018

Recommendation: That the minutes of April 9, 2018 be adopted as presented.

4. Financial Information

Recommendation: That the Financial Report and Rider Statistics be adopted as presented.

5. Correspondence
6. Other Business
7. Adjourn

Recommendation: That the meeting be adjourned at \_\_\_\_\_ a.m. to meet again on Monday \_\_\_\_\_, 2018.

# Four Counties Transportation Services

## Minutes

April 9, 2018 at 8:30 a.m.  
West Elgin Council Chambers

**Present:** Bernie Wiehle                      Municipality of West Elgin  
Vance Blackmore                      Municipality of South West Middlesex  
Marigay Wilkins                      Municipality of South West Middlesex  
Joe Seaman                              Municipality of West Elgin  
Linda Dunn                              Adult Day Centre, FCHS  
Shelley Vergeer                      West Elgin Community Health Centre

**Staff:** Genevieve Scharback, CAO/Clerk  
Magda Badura, Treasurer

### 1. Call To Order

Chair Bernie Wiehle called meeting to order at 8:30 a.m.

### 2. Minutes

Moved: M. Wilkins  
Seconded: L. Dunn

That the Minutes of January 29, 2018 be adopted as presented.

Disposition: Carried

### 3. Financial Information

Moved: S. Vergeer  
Seconded: J. Seman

That the Financial Report and Rider Statistics be adopted as presented.

Disposition: Carried.

### 4. Correspondence

None

## **5. Other Business**

5.1. S. Vergeer noted that some clients that are struggling with the cost of transportation due to necessary and frequent transportation needs for medical appointments.

## **6. New Business**

6.1. B. Wiehle advised of provincial funding that may be available, following a transportation study, to be administered by Health Units for community transportation needs.

## **7. Adjourn**

Moved: J. Seman  
Seconded: M. Wilkins

That the meeting be adjourned at 9:17 a.m. to meet again on Monday June 25, 2018 at 8:30 a.m.

Disposition: Carried.

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Chair Bernie Wiehle

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Recording Secretary, Genevieve Scharback

**FOUR COUNTIES TRANSPORTATION SERVICES  
STATEMENT OF REVENUE AND EXPENDITURES  
AS AT MAY 31, 2018**

	UNAUDITED						
	2014	2015	2016	2017	2017	2018	2018
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUALS	BUDGET
<b>REVENUE:</b>							
BUS TRIPS	\$ 12,493	\$ 14,279	\$ 15,814.50	\$ 17,406.88	\$ 15,075.00	\$ 3,410.94	\$ 15,000.00
DONATIONS/MISC			\$ -	\$ 41.73	-	\$ 1,005.04	\$ -
DEDICATED GAS TAX FUNDS	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -
MOVED FROM RESERVES	\$ 8,000	\$ 72,972	\$ 17,251	\$ -	-	\$ -	\$ 5,000.00
<b>TOTAL REVENUE</b>	<b>\$ 20,493</b>	<b>\$ 87,252</b>	<b>\$ 33,065.27</b>	<b>\$ 17,448.61</b>	<b>\$ 15,075.00</b>	<b>\$ 4,415.98</b>	<b>\$ 20,000.00</b>
<b>EXPENDITURES:</b>							
DISPATCH PHONES	\$ 1,271	\$ 1,236	\$ 1,388.24	\$ 1,194.29	\$ 1,340.00	\$ 564.21	\$ 1,400.00
DRIVER WAGES	\$ 19,142	\$ 24,711	\$ 25,974.30	\$ 30,222.42	\$ 24,772.02	\$ 6,243.09	\$ 31,830.51
BENEFITS(CPP, UI,EHT,WCB)	\$ 2,069	\$ 2,859	\$ 3,011.76	\$ 3,498.54	\$ 2,787.99	\$ 726.38	\$ 3,660.51
VEHICLE EXPENSE - FUEL	\$ 9,771	\$ 9,533	\$ 8,538.63	\$ 10,195.02	\$ 8,431.40	\$ 1,115.83	\$ 11,206.92
-OTHER	\$ 11,204	\$ 4,674	\$ 3,899.85	\$ 5,079.79	\$ 4,539.98	\$ 207.12	\$ 5,273.85
MISCELLANEOUS	\$ 64	\$ 6	\$ 58.52	\$ 165.08	-	\$ -	\$ -
TRANSFER TO GAS TAX(CAPITAL)	\$ -	\$ -	\$ -	\$ -	-	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 43,521</b>	<b>\$ 43,020</b>	<b>\$ 42,871.29</b>	<b>\$ 50,355.13</b>	<b>\$ 41,871.39</b>	<b>\$ 8,856.64</b>	<b>\$ 53,371.79</b>
<b>OPERATING DEFICIT</b>	<b>-\$ 23,028</b>	<b>\$ 44,232</b>	<b>-\$ 9,806.02</b>	<b>\$ 32,906.52</b>	<b>-\$ 26,796.39</b>	<b>-\$ 4,440.66</b>	<b>-\$ 33,371.79</b>

Expense: AS AT MAY 31/18  
Payroll to PP 12 - JUNE 3/18  
Revenue: AS AT MAY 31/18  
Note:

PREPARED BY: MAGDA BADURA  
DATE: 22-Jun-18

**FOUR COUNTIES TRANSPORTATION SERVICES  
STATEMENT OF REVENUE AND EXPENDITURES  
DEDICATED GAS TAX FUNDS PROGRAM  
AS AT MAY 31, 2018**

	UNAUDITED					
	2014	2015	2016	2017		
	ACTUAL	ACTUAL	ACTUAL	ACTUAL		
				BUDGET		
				2018		
				ACTUAL		
				BUDGET		
				2018		
				BUDGET		
<b>REVENUE:</b>						
PROV ONTARIO - GAS TAX	\$ 42,687	\$ 29,625	\$ 6,943.00	\$ 34,867.00	\$ 26,779.00	\$ 35,000.00
FEES	\$ 3,745	\$ 3,470	\$ 4,735.00	\$ 4,925.00	\$ 3,015.00	\$ 5,000.00
MISCELLANEOUS REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 46,432</b>	<b>\$ 33,095</b>	<b>\$ 11,678.00</b>	<b>\$ 39,777.00</b>	<b>\$ 29,794.00</b>	<b>\$ 40,000.00</b>
<b>EXPENDITURES:</b>						
<b>NEW INITIATIVES</b>						
-PROGRAM EXPENSE(LABOUR)	\$ 17,051	\$ 16,588	\$ 19,256.23	\$ 21,985.73	\$ 12,819.49	\$ 20,356.56
-PROGRAM EXPENSE(VEHICLE)	\$ 10,834	\$ 5,219	\$ 6,313.58	\$ 7,028.62	\$ 5,131.49	\$ 8,519.23
-ADVERTISING	\$ 3,013	\$ 3,084	\$ 3,358.96	\$ 2,788.89	\$ 1,480.01	\$ 3,500.00
TRANSFERS-						
PROVINCIAL GAS TAX RESERVE	\$ 15,534	\$ 8,204	\$ -	\$ -	\$ -	\$ -
OPERATIONAL EXPENSE ABOVE BASE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 46,432</b>	<b>\$ 33,095</b>	<b>\$ 28,929</b>	<b>\$ 31,825.08</b>	<b>\$ 19,430.99</b>	<b>\$ 32,375.79</b>
<b>INCOME/(DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (17,250.77)</b>	<b>\$ 7,851.92</b>	<b>\$ 10,363.01</b>	<b>\$ 7,624.21</b>
<b>CAPITAL - OVER 10,000</b>	<b>\$ -</b>	<b>\$ 72,972</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# MUNICIPALITY OF WEST ELGIN 2018 YTD ACTUALS - FOUR COUNTIES TRANSIT

For the period ended May 31, 2018

		UNAUDITED ACTUALS 2017	BUDGET 2017	ACTUAL 2016	BUDGET 2016	ACTUAL 2015
<b>REVENUE</b>						
BUS TRIP FEES <sup>1</sup>	650.065.001	(6,425.94)	(20,000.00)	(20,549.50)	(16,000.00)	(17,749.45)
DONATIONS	650.065.002	(1,005.04)	-	(1.26)	-	-
GRANTS FROM OTHERS	650.065.004	-	(17,722.02)	(18,654.27)	-	(18,086.27)
OSG - TRANSIT <sup>2</sup>	630.009.000	(26,779.00)	(35,000.00)	(5,943.00)	(36,568.00)	(29,625.00)
<b>TOTAL REVENUE</b>		<b>(34,209.98)</b>	<b>(72,722.02)</b>	<b>(46,148.03)</b>	<b>(52,568.00)</b>	<b>(65,460.72)</b>
<b>EXPENDITURES</b>						
<b>FOUR COUNTIES TRANSIT</b>						
DRIVERS CONTRACT	728.001.000	17,726.50	50,000.00	43,229.73	38,000.00	39,578.97
DISPATCH CONTRACT	728.002.000	-	-	-	-	-
Phones & Internet	728.003.000	564.21	1,400.00	1,388.24	1,300.00	1,236.07
VEHICLE REPAIRS & MAINTENANCE	728.004.000	1,010.49	10,000.00	18,752.06	15,000.00	19,425.92
Fuel - Gas	01-7280-7701	5,443.95	15,000.00	-	-	-
Postage & Courier	01-7280-7651	25.28	-	58.52	-	6.09
MISCELLANEOUS EXPENSE	728.005.000	-	-	-	-	-
DRIVER-CPP	728.006.000	737.55	2,000.00	1,786.73	1,600.00	1,625.97
DRIVER-UIC	728.007.000	411.99	1,000.00	1,137.82	1,000.00	1,041.70
DRIVER-TAX	728.008.000	-	-	-	-	-
EHT-TRANSIT	728.009.000	345.68	1,000.00	842.99	800.00	771.79
WORKER COMP-TRANSIT	728.010.000	567.25	1,750.00	1,245.01	1,200.00	1,139.88
MUNICIPAL EXPENSE	728.011.000	-	-	-	-	-
CAPITAL	728.012.000	-	-	-	-	-
Advertising	728.015.000	1,454.73	3,500.00	3,358.96	3,500.00	3,084.03
<b>TOTAL EXPENDITURES</b>		<b>28,287.63</b>	<b>85,650.00</b>	<b>71,800.06</b>	<b>62,400.00</b>	<b>67,910.42</b>
TRANSFER FROM RESERVES	270.039.000	-	(5,000.00)	(17,250.77)	(9,832.00)	(72,972.14)
TRANSFER TO RESERVES	270.039.000	-	800.78	574.94	-	9,639.07
<b>NET TRANSIT</b>		<b>(5,922.35)</b>	<b>8,728.76</b>	<b>8,976.20</b>	<b>-</b>	<b>2,449.70</b>
<b>RECEIVABLE FROM OTHER PARTNERS</b>						
		16,764.54	12,071.80	18,654.27	-	18,086.27
<b>NET WEST ELGIN PORTION</b>		<b>\$ 8,290.06</b>	<b>\$ 5,423.54</b>	<b>\$ 8,976.20</b>	<b>\$ -</b>	<b>\$ -</b>

**FOUR COUNTIES TRANSIT SUMMARY OF RIDERS - 2018**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2018 TOTAL	2017 Total	PROOF
<b>CHATHAM-KENT</b>															
HIGHGATE				1	-								1		
BOTHWELL	9	12	10	9	10								49		
RIDGETOWN				-	-								-		
DUART													-		
MORPETH	5	9	9	8	9								40		
<b>SUB-TOTAL</b>	<b>14</b>	<b>21</b>	<b>19</b>	<b>18</b>	<b>19</b>	-	-	-	-	-	-	-	<b>90</b>	<b>65</b>	
<b>NEWBURY</b>													-		
Villa Apts.	2	3	4	4	9								22		
<b>SUB-TOTAL</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>9</b>	-	-	-	-	-	-	-	<b>22</b>	<b>6</b>	
<b>S.W. MIDDLESEX</b>															
GLENCOE	14	24	18	11	11								77		
APPIN	6	9	9	2	2								28		
PRATTS SIDING													-		
WARDSVILLE	5	11	10	4	3								31		
QUAD COUNTY													-		
MELBOURNE	2	3	1	1	1								8		
BIG BEND													-		
BABCOCK N.H.	1	2	3	1	2								9		
<b>SUB-TOTAL</b>	<b>27</b>	<b>49</b>	<b>40</b>	<b>18</b>	<b>18</b>	-	-	-	-	-	-	-	<b>151</b>	<b>170</b>	
<b>WEST ELGIN</b>				23	34										
WEST LORNE	4	6	8										18		
RODNEY	17	23	23										62		
PORT GLASGOW													-		
EAGLE													-		
BEATTIE MANOR	10	11	11	9	10								51		
<b>SUB-TOTAL</b>	<b>30</b>	<b>40</b>	<b>41</b>	<b>32</b>	<b>44</b>	-	-	-	-	-	-	-	<b>130</b>	<b>122</b>	
<b>OTHER:</b>															
BOBIER/COUNTY													-		
W.E. COMM.HEALTH													-		
FCHS/ADULT CENTRE													-		
<b>SUB-TOTAL</b>													-		
<b>GRAND TOTAL</b>	<b>72</b>	<b>113</b>	<b>104</b>	<b>71</b>	<b>90</b>	-	-	-	-	-	-	-	<b>449</b>	<b>362</b>	
<b>RIDER</b>															
<b>SPECIAL TRIPS</b>															
Single	3	2	1	-	1								7		
Babcock				26	26								52		
Ridgetown-Village				-									-		
WE.Comm.Health C													-		
Beattie													-		
Adult Centre			13										13		
Hospital				-	1								-		
<b>Total People</b>	<b>3</b>	<b>2</b>	<b>14</b>	<b>26</b>	<b>27</b>	-	-	-	-	-	-	-	<b>72</b>	<b>9</b>	