

**STATUTORY DECLARATION**

CANADA	) In the Matter of an Arbitration before
	) Arbitrator Deborah Howes, between the
PROVINCE OF ALBERTA	) Town of Whitecourt and Woodlands
	) County regarding an Intermunicipal
TO WIT:	) Collaboration Framework


I Chelsea Grande, of the Town of Whitecourt, DO SOLEMNLY DECLARE THAT:

1. I am the Director of Community Services, employed by the Town of Whitecourt.
2. Attached as **Exhibit A** is my sworn statement of evidence with respect to transit services, for use in the arbitration between the Town of Whitecourt and Woodlands County regarding an Intermunicipal Collaboration Framework between those parties. I solemnly declare that, to the best of my knowledge, the information contained in Exhibit A is true and accurate.

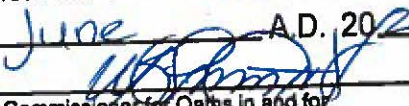
I MAKE this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me  
at Whitecourt,  
in the Province of Alberta  
this 28 day of June, 2021

  
Chelsea Grande

  
A Commissioner for Oaths in and for  
Alberta

**W.K. Grimstad-Davidson**  
Commissioner for Oaths - Alberta  
Expiry Date: April 18, 2023

This is Exhibit " A " referred to in the affidavit of Chelsea Grande sworn before me this 28 day of June A.D. 2021  
  
A Commissioner for Oaths in and for the Province of Alberta

**W.K. Grimstad-Davidson**  
**Commissioner for Oaths - Alberta**  
**Expiry Date: April 18, 2023**

#### **A. Service History**

1. In 2005/2006, the Transit Society was formed by community members (see **Appendix 1: Certificate of Incorporation**). The Society had public members from both the Town and County and one Council representative from each the Town and County. The three main reasons the Society was formed was:
  - i. A desire to increase the level of service to people with disabilities - the taxi voucher system in place was not able to accommodate people in wheelchairs or more severe disabilities.
  - ii. For many of the regular users and those in need, the limited number of taxi vouchers made available was not enough to provide a quality service.
  - iii. A perceived need for a public transit system, available to all residents.
2. To achieve two of the three goals, the Town provided \$65,000 required for the Society to purchase a 12-passenger plus 4 wheelchair space handi-bus in 2006. The Transit Society provided the funding to employ a contract driver and provide service. The Society began offering transit services for seniors and persons with disabilities within the Town and County fringe. However, shortly into the endeavor the Society found it difficult to operate the service as an independent Society as the volunteer board members were simply not in a position to provide management and administrative time and skills to keep the service going. At the Society's May 9, 2006 meeting it made a motion to approach the Town and the County to take over the operation of the handi-bus service, with the Society working in partnership with the Town of Whitecourt and Woodlands County. (See attached **Appendix 2: Transit Society Budget Presentation October 10, 2006 to Whitecourt Town Council** and **Appendix 3: Transit Society Meeting Minutes December 2006**.)
3. The following was documented in the May 23, 2007 Society minutes (see **Appendix 4: Transit Society Meeting Minutes May 23, 2007**):
  - i. The Society would like the Town to take over administration of the Dial-A-Bus service (staffing, supervision, policies/procedures etc.)
  - ii. The Society would continue to fundraise and contribute to the operational costs of the Dial-A-Bus service.
  - iii. The Society would provide input on priorities, future plans and policy.
4. The Society also felt that although the primary goal should be to continue to provide transportation for seniors and persons with disabilities, that disadvantaged families were missing out on a needed service and thus the Society requested that the Town and County also look at possible solutions for these families' transit needs. (See attached **Appendix 5: Whitecourt Policies and Priorities Committee RFD June 18, 2007**; and **Appendix 6: Whitecourt Town Council RFD June 25, 2007**.)

5. In the fall of 2007, the Transit Society had not received a decision from the Town and County and felt it could no longer operate the service so it turned over operations and registered ownership of the bus to the Town (Society members dropped the keys off at the Town Office).
6. The Town continued offering the service through the Community Services Department under the advisement of the Community Services Advisory Board, which includes public and appointed members from Woodlands County and Town. The service remained a service for seniors and persons with disabilities three days a week and was expanded to 4 days a week in 2008.
7. In 2008, the County requested that in 2009 the bus go further into the County on Fridays (outside the cost sharing area) as the bus did not operate on Fridays and the County would pay cost recovery for the service on this day. The service was offered for 2009, but did not resume in 2010 as the County felt that the use was not sufficient. See **Appendix 7: Whitecourt Town Council RFD February 9, 2009.**)
8. In 2009, the Town and County engaged Bannister Research to conduct a survey gauging support for a Performing Arts Facility and Transit. Residents were asked how likely they would be to utilize public transit. (See **Appendix 8: 2009 Bannister Research Arts and Culture Survey.**) The Bannister report found that 32% of respondents indicated that members of their household would be highly likely to access a transit system within the Town of Whitecourt.
9. In January of 2013, Council formed a Public Transit Ad Hoc Committee. Membership included seven public members from Whitecourt/Woodlands, one Town Council Representative and one Chamber of Commerce representative.
10. In September 2013, Council approved, as recommended by the Public Transit Ad Hoc Committee, to add a non-binding question to the ballot of the 2013 Municipal election. "Would you be in favour of a user pay public transit system in the Town of Whitecourt, subsidized by the municipal tax base?" See **Appendix 9: Whitecourt Council Meeting Minutes September 23, 2013.** The result was 1,111 voting "yes", and 666 voting "no". See **Appendix 10: October 21, 2013 Whitecourt Press Release.**
11. In 2014, Council accepted a recommendation from the Public Transit Ad Hoc Committee to enter into an agreement with Cardinal Coachlines to provide a public transit pilot in Whitecourt. The pilot project commenced on September 1, 2014. The pilot was successful and the Town applied for a GreenTrip Grant to purchase busses and move operations in house for cost saving measures. The grants were successful. An RFD went to the Joint Liaison Committee for review and discussion in March 2014 just before the pilot project with Cardinal Coachlines began, on the basis that the service could also benefit the County's residents. (See **Appendix 11: Joint Liaison Committee RFD March 20, 2014.**)
12. The Ad Hoc Committee wrapped up in 2016, and the operations moved under the Community Services Department and Community Services Advisory Board that includes

public and appointment members from Woodlands County. See **Appendix 12: Bylaw 1523**.

13. In 2017, the transportation program for Seniors and Persons with Disabilities and the Public Transit system became integrated for operational efficiencies and cost savings.

#### **B. Area and Scope of Service**

14. Currently, transit operates only within the Town boundaries, but is utilized by County residents once they are in Whitecourt. Often residents from the County carpool to town and then utilize transit to go in different directions and run errands/attend medical appointments once in town. Also, people that work in Whitecourt but reside in the County often are dropped off at work but will utilize transit to do errands after work/or during work (i.e. medical appointment) before they are picked back up to go home.
15. The Town is responsible for the ownership and management of the transit service. Programming and management of transit services includes but is not limited to: sales of passes and tickets, marketing and promotion, shelter and bus advertising sales, processing of Dial-A Bus applications, cleaning of busses and shelters, snow removal, bus maintenance, providing bus information and answering inquiries, shelter repairs and maintenance, accounting, grants writing and reporting, processing of cash, and updating and servicing TransLoc App.

#### **C. Level of Service**

16. Currently, the regular transit service operates at the following times:
  - Mon-Thurs 6:30am-8:44pm,
  - Fri 6:30am-7:44pm, and
  - Saturday 9am-3:44pm.
17. The route has 42 stops located throughout the Town. Door to door service within Whitecourt proper for seniors and persons with disabilities that a doctor deems unable to access public transit. Dial-A-Bus operates Mon-Fri from 9am-3pm. A summer fun youth pass is also offered in addition to the regular monthly and annual passes. See attached **Appendix 13: 2021 Transit Brochure and Map**.

#### **D. Statistics**

17. Although the current transit system operates solely within Whitecourt municipal limits, County residents utilize and benefit from the service. The Town has compiled statistics showing pass purchasers between December 18, 2018 and March 17, 2021. See attached **Appendix 14: Transit Data**.
18. The statistics compiled only represent registered unique purchasers of bus passes and ticket books, and does not include single fares which are not tracked. County youth use the transit system after school to get to part-time jobs and extracurricular activities in the Town, and County seniors are often dropped off in the Town and use the transit system to run errands.

Children use it in the mornings and afternoons to get to and from day homes/daycares to school. Parents bring their children with them to work in the summers and youth utilize the bus to travel around Town to the parks and shops. The statistics show Woodlands County use at 17% and Town use 83%.

19. The bus is also chartered by the Whitecourt Seniors Circle (which membership is 27% comprised of County residents).
20. The AUMA and RMA have endorsed a catchment model for funding services which benefit more than one municipality. See attached **Appendix 15: AUMA/AMSC ICF Cost Sharing Principles**. While the Town's transit service operates within its municipal borders, many County residents live near the Town's border and regularly access and benefit from the Town's transit service. See attached **Appendix 16: AUMA/AMSC Catchment Map**.

#### **E. Administrative Overhead**

21. The Town's Administration provides overall administrative support and direction to the operation of transit services. The Town has provided a spreadsheet estimating administrative overhead costs associated with the operation of transit services. See **Appendix 17: Transit Administrative Overhead**.

#### **F. Budget Summary**

22. The Transit Budget Summary 2019 – 2021 and Sub function budget reports for 2019 and 2020 actuals, and 2019-2021 budget has been attached at **Appendix 18: Transit Budget Summary 2019-2021**.

#### **G. Fleet Plan**

23. The Town owns all equipment and fleet related to the transit service. The Town has prepared a life cycle plan for the maintenance and eventual replacement of its buses. A chart summarizing the Town's lifecycle plan is attached at **Appendix 19: Transit Life Cycle Plan**.
24. The life cycle plan details the replacement costs for the busses that are one component in determining the annual equipment rates. Other components include annual maintenance, insurance, fuel, lube and oils. Each month the Transit function is charged for the usage based on the annual equipment rate times each hour driven.

**CORPORATE ACCESS NUMBER: 5012550686**

**Alberta**

**SOCIETIES ACT**

**CERTIFICATE  
OF  
INCORPORATION**

**WHITECOURT AND AREA TRANSIT SOCIETY  
WAS INCORPORATED IN ALBERTA ON 2006/07/12.**



## **Operating Budget**

### **Whitecourt and Area Transit Society**

#### **Proposal**

The Whitecourt and Area Transit Society is requesting financial assistance from the town of Whitecourt to ensure the development and continuation of a public transportation system. Following a brief operating outline, several potential funding options will be outlined. We will be asking the County for financial support when we can insure service in their area, as well as applying for grants and other community fund-raising. We are currently a non profit organization.

To reiterate, a needs assessment was done in April of 2004 and in the Fall of 2005, both of which identified the need for an enhanced transit system.

#### **Summary**

Our mission it to provide an affordable, accessible public transportation system for Whitecourt and area residents. Currently Whitecourt does not have any form of public transportation. The "taxi ticket" system subsidizes taxi vouchers for a limited amount of elderly and disabled members of the community, leaving many residents without an affordable means of transportation. Moreover, from a geographical standpoint, Whitecourt is divided into two sections, up the hill and down the hill, making community accessibility difficult if not impossible for some residents. We believe that the creation of public transportation would remedy these problems while also creating community efficacy, employment options and community access throughout The Town and surrounding area.

With The Town's assistance, we have almost completed the purchase of a 12 passenger 4 wheelchair accessible bus. We intend to provide this essential community service through a combination of a "Dial-a-Bus" service which would transport people for a nominal fee through a 24 hour in advance booking service, and a route service, linking community members with local businesses, health agencies and employment options. We have contacted several federal and provincial grant programs as well as George Vanderburg, who confirm that there are no operational grants available and because of this we need your assistance.

The majority of the transit systems we researched are administered by their respective towns. For example, The Town of Edson contributes \$20,000 per year towards the handi-bus system. This service is on call, Monday thru Friday from 8:00 a.m to 4:30p.m. It is available to seniors and persons with disabilities. The Senior's Transportation Society owns and manages the bus which contracts out to persons with disabilities. The Town of Hinton's FCSS department employs the coordinator, dispatch and the drivers for their handi-bus. The drivers are members of the CEP union where the starting wage is \$22.41 an hour. Moreover, The Town of Hinton also contributes \$60,000 per year towards the project.

**Tentative Service Structure:**

We have established a tentative service plan, incorporating bus stops at the library, hospital and pool area, The Senior’s Circle, the clinic, lodge, IGA and Wal Mart. The transit service will operate Monday thru Friday from 7:00 a.m to 10:00p.m. Between the hours of 7:00a.m and 9:30 a.m, and, 3:30p.m to 10:00p.m, the system will run as a route service, providing transportation for workers, adult students and other members of the community. The in-between hours of 9:30a.m to 3:30p.m, the system will act as a 24 hour in advance booking dial-a-bus, for people with disabilities and seniors. Weekends will be reserved for charter services. Keeping in mind that this is a tentative schedule, it is subject to change based on community need.

Tentative Service Structure						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00a.m-9:30am	Route Service				Charter Service	
9:30a.m-3:30p.m	Dial-a-Bus Seniors and Persons with Disabilities					
3:30p.m-10:00p.m	Route Service					

**Projected Costs:**

**Operational:**

The combined fuel and maintenance costs are projected to be .35c a kilometer for a 12-14 passenger transit bus. We have consulted AUMA, as per The Town’s request, and have received the required insurance or \$2,000 per year. Additional certification include a commercial vehicle inspection(\$80/hr), safety fitness certificate and an operating authority. In order for the system to run smoothly, we would need to have cell phones in place to ensure effective contact between driver and coordinator. The costs for these services are as follows:

**Breakdown of Operational Expenditures:**

<b>Projected Annual Operational Expenses</b>	
Insurance	\$2,000
Fuel/Maintenance	\$10,000
*Transportation Coordinator -\$19/hr x 6hrs a day x 52 wks(\$29,640) -Office supplies (\$2,000) -Phone, Fax, Internet (\$1,200)	\$32,840
Employer Cost @ 10% for Coordinator	\$2,964
Cell Phone	\$1,800
Drivers \$15/hr x 15hrs/day x 52 wks	\$58,500
Employer Cost @10% for Driver	\$5,850
Certificates & Inspections	\$500
<b>Total Projected Operational Expenses: \$114,454</b>	

\*Our current coordinator works from home, thereby negating an office rental fee.

**Break down of Transportation Coordinator Duties:**

The Transportation Coordinator will be required to do the following:

- \$ apply for grants and funding on an ongoing basis
- \$ liaison with The Town of Whitecourt and Woodlands County
- \$ liaison with the community
- \$ oversee, maintenance, safety and contracts
- \$ fundraising and advertising
- \$ dispatch
- \$ orientation
- \$ training
- \$ monitor revenue from ridership

**Breakdown of Driver Duties:**

- \$ morning and evening vehicle check
- \$ inform coordinator of any maintenance problems
- \$ ensure the bus is clean
- \$ pick up and drop off riders either at their residence or at designated route stops
- \$ communicate with coordinator regarding daily dial-a-bus schedule

4 d.

**Revenue:**

The Society intends to request funding from The Town, CIP, Rural Community Economic Development Project, as well as other grant, community and corporate donations. However, the majority of grants are limited to capital expenses and are often matching grants. An additional \$16,000 could be put towards our operating budget if we are to replace the taxi ticket program.

There are three fee options for riders. First there is a \$2.00 fee per trip. Second, riders can purchase a \$5.00 day pass which includes one home pick up and limitless route access. Third, for a \$60 fee, riders can purchase a monthly ride pass. Revenue will also be gained through fare collection and charter services.

<b>Projected Annual Revenue</b>	
<b>Activity</b>	<b>Amount</b>
Fee for Bus Service \$2.00 per trip @50 passengers/day (5 days) times 52 weeks	\$26,000
Fee for Dial a Bus \$2.00 per trip @ 15 trips/day (5 days) times 52 weeks	\$7,800
Fee for Special Interest Groups @\$35 per hour.	\$5,000
Advertising 6 advertisements times 500 for 3/mths	\$12,000
Fundraising/Donations (Corporate/Local)	\$10,000 (Tentative)
Replace Existing Taxi Ticket Program (Town of Whitecourt)	\$16,000
<b>Total</b>	<b>\$76,800</b>

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**Conclusion/Requests:**

Keeping in mind that the budget and shortfall are based on estimates, the total operational cost is \$114,454. This sum, minus the projected revenue leaves an estimated shortfall of \$37,654; however, based on comparable transit system funding, we may need \$60,000 as a contingency in case our projected revenue is less than as outlined above. Comparatively, if the bus brings in more revenue than planned, the surplus pledged by The Town would be returned or transferred towards the next year's commitment.

Following the above information, we are in need of The Town's ongoing financial support and need to be considered for the following budget years. The ideal solution is for The Town to assume responsibility for the Transit system in its entirety. However, if this is not an option, several other options are available:

- § Complete the purchase of the bus with a \$15,000 loan. The balance was due September 30, 2006.
- § Administer the pay roll and accounting of the paid positions commencing as soon as possible. This would work to remedy some of the financial burden in that it would greatly reduce our overhead expenses, ensure proper accounting and payroll, and illustrate the notion of a community service. Please advise The Transit Society of your decision on this matter at your earliest convenience as we need these deductions and accounts in place for our coordinator and drivers positions before we can start.
- § Commit \$60,000 towards the project per year and/or the amount equal to the paid positions as comparable transit systems have done.
- § Add the transit bus to The Town's fuel contract.
- § House and maintain the bus.
- § Commit the \$16,000 from the "taxi ticket" program towards our operating budget. If this is not an option, commit an additional \$16,000 to make up for the loss of revenue.

In conclusion, the Whitecourt and Area Transit Society is need of your support. We believe our community is in dire need of an accessible transportation service that will provide a link to medical appointments, community activities and promote the local economy by transporting people to work and provide more opportunity for the community of Whitecourt. Our ability to start providing service is largely contingent on your support. The sooner we know your commitment the sooner we can start! We cannot go it alone!

### Transit Society Meeting December

**Members In Attendance:** Dave McConnell (Co-Chairperson), Derek Schlosser (Town Councillor), **Albert McMillan (Woodlands Councillor)**, Tilaina (Member), Kaye Corbet (Member), Chelsea McMillan (Town Administration), Henry Lee (Treasurer), **Thelma Hilland (Member)**, Mary-Jo Husby (Secretary), **Deb Hagman (Member)**

1. Dave read aloud the AGM minutes. Dave announced the names of the new board members and the length of their terms.
2. It was announced that Merv Hilend will audit the Society's books as per the recommendation at the AGM.
3. A discussion regarding driver wages and charter fares was held. It was decided that a sub-committee would meet on Dec. 20/06 in the Town of Whitecourt boardroom. The sub-committee would design a charter rate schedule and driver wage schedule and then present it to the Society at the next meeting for discussion. Members that were recommended or that volunteered to attend the meeting were Chelsea, Derek, Tilaina, Kaye, Mary-Jo, Albert and Deb.
4. Dave and Kaye reported on the Seniors' trip to Cherhill for the Cherhill crib tournament. Kaye presented the Society with \$250.00. The money was collected from the seniors that participated, \$10.00/person. Kaye felt the trip was excellent, they had a full bus.
5. Dave brought up that he felt that the parking the Town provides for the bus is inconvenient and not very practical, due to the fact that he does not have access to the compound after hours, as he has not been issued a key. Dave has to move the bus to the Town Hall parking lot before the compound closes for any evening or weekend trips. Dave is currently parking the bus in front of his house. In the near future the Town will fence off a smaller area for the bus at the shop, the bus driver would have access to this area at any hour. Derek will talk to council about Dave being issued a key to the shop compound.
6. Dave suggested that a portable phone be purchased for the bus. Currently there is a mounted phone in the bus, so the driver must physically be in the bus to answer the phone or retrieve messages. A portable phone would cost the Society \$200.00. Tilaina moved that the Society purchase the phone from Relcom. Henry seconded it. All present were in favor.
7. As voted on and passed at the AGM, the meetings of the Society will be held once a month in the Town of Whitecourt boardroom. It was decided that the meetings will be on the second Thursday of every month at 7:00pm.
8. Promotion of the Dial-A-Bus service was discussed. Kaye feels that the Seniors are still confused about how to access the service and how the service operates. Kaye offered to hand out pamphlets to the seniors at the Seniors' Christmas Dinner. Chelsea would make up the pamphlets.
9. Henry gave the treasures report: \$15,000.
10. Dave gave an update on special trips. He will be offering a Christmas light tour for the Villa and Lodge on Tuesday December 19, 2006 free of charge. He will also be driving Senior's to and from St. Joe's Christmas Dinner on the evening of

Thursday December, 21/06. The regular fare will apply for seniors utilizing this service.

11. Meeting adjourned @ 8:00pm.

**Transit Society Meeting**  
**May 23, 2007**

Overview of May 9<sup>th</sup> Meeting- Society would like to work in partnership with the Town of Whitecourt and Woodlands County.

1. Society would like the Town to take over administration of the Dial-A-Bus service (staffing, supervision, policies/procedures etc.)
2. The Society would continue to fundraise and contribute to the operational costs of the Dial-A-Bus service.
3. The Society would provide input on priorities, future plans and policy.

**The Primary Goal:**

The primary goal continues to be to provide transportation for seniors and persons with disabilities, however the Society feels that disadvantaged families are missing out on a needed service. The Society would like the Town to look at possible solutions for overcoming these barriers to use as well as reducing the stigma that is associated with using the bus. With labeling the bus as a bus for seniors and persons with disabilities it is hindering the full integration of persons with disabilities into the community. There has also been some difficulties differentiating who should be able to access the service and who should not.

With this in mind the proposed service would be a Dial-A-Bus service with 24 hour advanced notice, with the service opening up to the entire public @ \$3.00/ride.

If the service became oversubscribed than the first priority would be seniors and persons with disabilities.

**Budget****Option 1**

## Revenue

Fares- 500rides/month x 7 months x \$3.00=	\$10,500
Advertising	\$7,000
Society Fundraising	\$5,000
Provincial Grant	\$4,400
Woodlands County	\$8,700
Town of Whitecourt	<u>\$25,500</u>
	\$61,100

## Expenditures

Coordinator Salary-(4hrs/week x 30weeksx \$15/hr)	\$1,800
Drivers Salary- (12hrs/week x 30 weeks x 5 days/week x \$18/hr)	\$32,400
Benefits	\$1,000
Telephone	\$900
Advertising	\$100
Insurance	\$900
Inspections	\$500
Materials & Supplies	\$750
Vouchers (1per/month for emergencies)	\$4000
Equipment (gas, maintenance, replacement fund)	<u>\$18,750</u>
	\$61,100

**Option 2**

If County does not participate we would have to reduce the service to 45 hrs/week.

# TOWN OF WHITECOURT REQUEST FOR DECISION



**Date:** June 14, 2007  
**Meeting:** June 18, 2007 Policies and Priorities Committee Meeting  
**Originated by:** Jay Granley, Director of Community Services  
**Title:** TRANSIT SOCIETY UPDATE

## PROPOSAL AND BACKGROUND:

During the January – April 2007 period, the Whitecourt Transit Society has operated its Handi-Bus service on a trial basis, using donated funds to cover wages and vehicle operations. The use of the bus, which provided daytime service to seniors and persons with disabilities on an advance booking system, steadily increased over the months. The most recent rider ship numbers showed that approximately 200 trips per month were occurring.

The trial period has also allowed the Society and Town staff time to identify concerns and issues and develop future strategies. The issues include:

- A driver(s) has been employed on a contract basis by the Society. This system has not been successful for several reasons: It has been very difficult to retain a contractor – few people are willing to work on contract with no CPP and Employment Insurance benefits or income tax allowances; plus the Society does not have the volunteer manpower with the time or skills to provide direction and supervision.
- The volunteers of the Society do not have the time to fully develop and implement policies and procedures for use without Town staff assistance and direct involvement.
- The Society membership has changed over the past six months, with several new executive members.
- The Society has had frequent discussions regarding the future of services; continue with 24 hour pre-booking for the handi-bus, a route system, a public service, continue with only serving seniors and people with disabilities, expanding to the County, etc. All of the options have had a number of advantages and disadvantages.
- Integration of users has been an item of discussion: portions of the current targeted users are unwilling to use the service, as they do not wish to be singled out because of their disability.
- How can the Society and Town staff work together to effectively deal with day-to-day operations and continue to plan for the future?
- The Society has been in contact with the local Taxi Companies to obtain input as to expanding the service beyond those with disabilities or seniors. One of the companies has expressed concern with municipal funds being used to subsidize a new service.

At this point, the Society is continuing to examine several options and this RFD is provided as an update. The specific options under review include:

1. Continue to provide service to seniors and people with disabilities; or expand to the general public on a 24-hour advance booking system. Administration does have some concerns as to how service to the general public can be implemented.
2. The Town undertakes providing program administration, including payroll, day-to-day operations, and development of policies and procedures.
3. Hours of operation.
4. The role of the Society. The concept under consideration is that the Society remains active in terms of fund raising, need identification, setting of priorities, and input into policy development.

5. The Society has initiated a community survey to identify future need for a route system. To date, 70 responses have been received, however, the current sample is not large enough to provide conclusive direction.
6. Continue dialogue between the Town, Society, and taxi companies as to how services can be provided.
7. The Society has used its own funds to provide service since December 2006 and is anxious for decisions to be made regarding the future as they are depleting their resources.

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**REFERENCES:**

N/A

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**BENEFITS/DISADVANTAGES AND OPTIONS:**

The operation of a handi-bus service has been identified as a need within the community. The challenge has been to develop a cost effective and realistic method to deliver the service and identify who the targeted users should be.

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**COST AND SOURCE OF FUNDING:**

The 2007 Budget includes expenditures to assist with the provision of subsidized transportation for seniors and people with disabilities.

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**RECOMMENDATION AND COMMENTS:**

Administration recommends that the Policies and Priorities Committee Members accept this item as information.

Members of the Transit Society will be attendance at the June 18<sup>th</sup> 2007 Policies and Priorities Committee Meeting to provide their comments at the Public Dialogue Session regarding the various options.

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**APPROVAL:**

Department Director:

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CAO:



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# TOWN OF WHITECOURT REQUEST FOR DECISION



**Date:** June 21, 2007  
**Meeting:** June 25, 2007 Regular Council Meeting  
**Originated by:** Jay Granley, Director of Community Services  
**Title:** COMMUNITY TRANSIT SERVICE

10.

## PROPOSAL AND BACKGROUND:

At the June 18, 2007 Policies and Priorities Committee Meeting a delegation from the Whitecourt and Area Transit Society was received. The Society noted that it has been operating a handi-bus service for seniors and people with disabilities since December 2006 and has established a strong base of clientele. However, the Society is not able to provide the volunteers required to fully operate the service over the long-term and is depleting its resources to be able to sustain the service. Several options were reviewed at the meeting as to how the service could continue.

## REFERENCES:

RFD from the June 18, 2007 Policies and Priorities Committee Meeting – attached

## BENEFITS/DISADVANTAGES AND OPTIONS:

The operation of a transportation service for seniors and people with disabilities has been identified as an ongoing need in the community. Enhancements to the service, in particular for people with disabilities, with the use of a wheelchair-equipped handi-bus, is a benefit.

## COST AND SOURCE OF FUNDING:

Funding has been included in the 2007 budget for the Town to operate the handi-bus, with a priority for service to seniors and people with disabilities.

## RECOMMENDATION AND COMMENTS:

The Policies and Priorities Committee recommended to Town Council that the Town enter into negotiations with the Transit Society for the Town to take over the operations of the handi-bus service with the goal to improve service to seniors and people with disabilities.

The Transit Society is in favour of this direction and Town Administration is currently arranging details for a transition of operations from the Society to the Town, to commence as soon as possible. In the meantime, staff will continue to investigate the most efficient methods to deliver service; example: operations using Town staff, partnerships with private industry, etc. and will present additional recommendations to Council in September/October 2007.

## APPROVAL:

Department Director:



CAO:

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10a.

# TOWN OF WHITECOURT REQUEST FOR DECISION



**Date:** June 14, 2007  
**Meeting:** June 18, 2007 Policies and Priorities Committee Meeting  
**Originated by:** Jay Granley, Director of Community Services  
**Title:** TRANSIT SOCIETY UPDATE

# COPY

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## PROPOSAL AND BACKGROUND:

During the January – April 2007 period, the Whitecourt Transit Society has operated its Handi-Bus service on a trial basis, using donated funds to cover wages and vehicle operations. The use of the bus, which provided daytime service to seniors and persons with disabilities on an advance booking system, steadily increased over the months. The most recent rider ship numbers showed that approximately 200 trips per month were occurring.

The trial period has also allowed the Society and Town staff time to identify concerns and issues and develop future strategies. The issues include:

- A driver(s) has been employed on a contract basis by the Society. This system has not been successful for several reasons: It has been very difficult to retain a contractor – few people are willing to work on contract with no CPP and Employment Insurance benefits or income tax allowances; plus the Society does not have the volunteer manpower with the time or skills to provide direction and supervision.
- The volunteers of the Society do not have the time to fully develop and implement policies and procedures for use without Town staff assistance and direct involvement.
- The Society membership has changed over the past six months, with several new executive members.
- The Society has had frequent discussions regarding the future of services; continue with 24 hour pre-booking for the handi-bus, a route system, a public service, continue with only serving seniors and people with disabilities, expanding to the County, etc. All of the options have had a number of advantages and disadvantages.
- Integration of users has been an item of discussion: portions of the current targeted users are unwilling to use the service, as they do not wish to be singled out because of their disability.
- How can the Society and Town staff work together to effectively deal with day-to-day operations and continue to plan for the future?
- The Society has been in contact with the local Taxi Companies to obtain input as to expanding the service beyond those with disabilities or seniors. One of the companies has expressed concern with municipal funds being used to subsidize a new service.

At this point, the Society is continuing to examine several options and this RFD is provided as an update. The specific options under review include:

1. Continue to provide service to seniors and people with disabilities; or expand to the general public on a 24-hour advance booking system. Administration does have some concerns as to how service to the general public can be implemented.
2. The Town undertakes providing program administration, including payroll, day-to-day operations, and development of policies and procedures.
3. Hours of operation.
4. The role of the Society. The concept under consideration is that the Society remains active in terms of fund raising, need identification, setting of priorities, and input into policy development.

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10.6.

- 5. The Society has initiated a community survey to identify future need for a route system. To date, 70 responses have been received, however, the current sample is not large enough to provide conclusive direction.
- 6. Continue dialogue between the Town, Society, and taxi companies as to how services can be provided.
- 7. The Society has used its own funds to provide service since December 2006 and is anxious for decisions to be made regarding the future as they are depleting their resources.

**REFERENCES:**

**COPY**

N/A

**BENEFITS/DISADVANTAGES AND OPTIONS:**

The operation of a handi-bus service has been identified as a need within the community. The challenge has been to develop a cost effective and realistic method to deliver the service and identify who the targeted users should be.

**COST AND SOURCE OF FUNDING:**

The 2007 Budget includes expenditures to assist with the provision of subsidized transportation for seniors and people with disabilities.

**RECOMMENDATION AND COMMENTS:**

Administration recommends that the Policies and Priorities Committee Members accept this item as information.

Members of the Transit Society will be attendance at the June 18<sup>th</sup> 2007 Policies and Priorities Committee Meeting to provide their comments at the Public Dialogue Session regarding the various options.

**APPROVAL:**

Department Director:

CAO:

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# TOWN OF WHITECOURT REQUEST FOR DECISION



**Date:** February 6, 2009  
**Meeting:** February 9, 2009 Regular Council Meeting  
**Originated by:** Chelsea McMillan, Manager of FCSS  
**Title:** WOODLANDS COUNTY – BUS SERVICE REQUEST

9

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## PROPOSAL AND BACKGROUND:

Currently the Dial-A-Bus operates Monday through Thursday from 8am – 3pm and provides service for seniors and individuals with disabilities. The bus is also available for charter for non-profit groups outside of these hours, if a driver is available, with first priority given to organizations that provide service for seniors and persons with disabilities. Currently, there are two charters that are booked on a consistent basis: Army Cadets (Wednesday evenings) and the Boys and Girls Club (after school pick-up Monday through Thursday).

Woodlands County has requested that the Town of Whitecourt provide bus service in Woodlands County on either Friday evening or Saturday during the day, on a weekly basis, so that residents of the County have a greater opportunity to utilize the Allan and Jean Millar Centre. They are requesting service throughout the year, excluding the months of July and August.

Woodlands County would be responsible for developing a community schedule and pre-booking the residents of Woodlands County and for covering all costs.

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## REFERENCES:

N/A

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## BENEFITS/DISADVANTAGES AND OPTIONS:

Currently, the bus does not operate on Friday evenings or Saturdays unless a seniors group or community group books a charter. Although, providing service to Woodlands County would reduce the amount of charters that community groups could book, it would provide revenue for an extra day each week throughout the year, thus reducing the dial-a-bus deficit.

Providing this service would increase the number of memberships to the Allan and Jean Millar Centre that Woodland County residents' purchase.

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## COST AND SOURCE OF FUNDING:

Woodlands County would pay for the above stated service. The agreement would include the operation costs for one day a week; including replacement cost pro-rated to one day a week and an administration charge. This would equate to approximately \$19,000 per year.

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## RECOMMENDATION AND COMMENTS:

That Council authorize entering into an agreement with Woodlands County to provide bus service to the County on a weekly basis to and from the Allan and Jean Millar Centre.

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## APPROVAL:

Department Director:

CAO:

**TOWN OF WHITECOURT AND WOODLANDS COUNTY**

**2009 ARTS FACILITY GENERAL PUBLIC SURVEY**

**DRAFT REPORT**

**June 26, 2009**

**Banister**  
Research & Consulting Inc.

## Executive Summary

The Town of Whitecourt contracted Banister Research to conduct a survey with residents of Whitecourt and Woodlands County regarding the level of interest in the development of an arts facility, as well as a public transit system. The key findings of a telephone survey of a random and representative sample of 400 adult residents of the Town of Whitecourt and Woodlands County, conducted by Banister Research and Consulting Inc. from June 3 to 17, 2009, were as follows:

### Current Household Participation

The majority (72%) of respondents indicated that a member of their household had participated or been a spectator of at least one arts related activity within the past 12 months.

The top five mentions included:

- Music concerts (50%);
- Music lessons or performances (36%);
- Dinner theatre (30%);
- Live theatre (29%); and
- Dance lessons or performances (24%).

### Performing Arts

Forty-two percent (42%) of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for the performing arts, while 38% of respondents indicated it was highly unlikely.

### Visual Arts

Thirty-two percent (32%) of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for the visual arts, while 46% of respondents indicated it was highly unlikely.

### Viewing Arts

Twenty-nine percent (29%) of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for art viewing and appreciation, while 45% of respondents indicated it was highly unlikely.



## Multipurpose and Meeting Spaces

Thirty-eight percent (38%) of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for multipurpose and meeting space, while 41% of respondents indicated it was highly unlikely.

## Facility Priorities

Respondents were then asked to indicate which of the above mentioned activities and features would be their top priority in the development of an arts facility in the Whitecourt area. The top two priorities included:

- The performing arts (42%); and
- Multipurpose and meeting space (36%).

## Future Planning

Forty percent (40%) of respondents indicated that there are other services or facilities that should be a priority over an arts facility, while 51% indicated that there are not.

- A youth centre was mentioned by 20% of respondents, with 15% as their first mention, followed by a skating rink and arena (19%), to which 16% of respondents mentioned as their top priority.

The majority (88%) of respondents indicated that they would support the construction of an arts facility without an increase in taxes.

- More than half (56%) of these respondents (n=351) indicated that they would support a tax increase.
- The majority (78%) of respondents indicated they would support a tax increase of up to \$99 per year (27% less than \$50, 29% between \$50 and \$74 and 22% between \$75 and 99\$). Seventeen percent (17%) would support an increase between \$100 and \$149 per year, while 4% would support an increase of \$150 or more.

## Potential Use of Transit System

Thirty-two percent (32%) of respondents indicated that members of their household would be highly likely (4 or 5 out of 5) to access a transit system within the Town of Whitecourt.

- The majority (77%) of these respondents indicated that they would use public transit on weekdays and weekend days, while 19% would use transit services only on weekdays and 7% would use these services only on weekend days.
- The largest proportion of respondents indicated they would use public transit three to four times per week (38%), followed by 23% of respondents who indicated members of their household would access public transit 1 to 2 times per week.

The optimum price point for a single fare transit pass was determined to be **\$2.80**.

The optimum price point for a monthly commuter transit pass was determined to be **\$60.80**.



## 1.0 PROJECT BACKGROUND

The Town of Whitecourt contracted Banister Research and Consulting Inc. (Banister Research) to survey a random sample of residents of Whitecourt and Woodlands County regarding the interest and viability of an arts facility as well as a public transit system. The results of this survey enable the Town and County to make informed decisions with respect to these services. The objectives of the survey included:

- To determine respondents levels of arts related activities and interests;
- To determine the support for the construction of an arts facility;
- To determine the need for a public transit system; and
- To determine appropriate fares for the public transit system.

## 2.0 METHODOLOGY

All components of the project were designed and executed in close consultation with the Town of Whitecourt (the Client). A detailed description of each task of the project is outlined in the remainder of this section.

### 2.1 Project Initiation and Questionnaire Design

The survey instrument was designed by Banister Research in close consultation with the Client. It included a mixture of qualitative and quantitative questions to elicit a more in-depth investigation of the issues and concerns pertinent to the evaluation assignment. A copy of the final questionnaire is provided in Appendix A.

### 2.2 Survey Population and Data Collection

All survey data was collected using the Computer Assisted Telephone Interviewing System (CATI). Data collection took place from June 3<sup>rd</sup> to 17<sup>th</sup>, 2009. Results provide a margin of error no greater than  $\pm 4.9\%$  at the 95% confidence level or 19 times out of 20. It is important that when considering the survey findings, the reader should note that the sample error tolerances associated with the size of sample sub-groups vary.

A random and representative sample of adult residents of Whitecourt and Woodlands County was used to complete the 400 surveys, with 349 surveys from residents of Whitecourt and the remaining 51 from residents of Woodlands County.

The sample was drawn randomly from the most recent residential phone listings within the Whitecourt and Woodlands County area. To maximize the representativeness of the sample, ten call back attempts were scheduled for each listing prior to excluding it from the final sample. When there was an answering machine, fax or no answer, the call back was scheduled at a different time period on the following day. The first attempts to reach each listing were made during the evening or weekend. This call schedule helped maximize the likelihood of contacting each household listed, thereby helping to improve the representativeness of the final sample.

### **2.3 Data Analysis and Project Documentation**

While data was being collected, Banister Research provided either a written or verbal progress report to the client. After all questionnaires were verified, the lead consultant reviewed the list of different responses to each open-ended or verbatim question and then a code list was established, using code lists from previous years surveys to ensure comparability. To ensure consistency of interpretation, the same team of coders was assigned to this project from start to finish. The coding supervisor verified at least 10% of each coder's work. Once the responses were fully coded and entered onto the data file, computer programs were written to check the data for quality and consistency.

Data analysis included cross-tabulation, whereby the frequency and percentage distribution of the results for each question were broken down based on respondent characteristics and responses. Statistical analysis included a Z-test to determine if there were significant differences in responses between respondent subgroups. Results were reported as statistically significant at the 95% confidence level.

Tabulations of the detailed data tables have been provided under a separate cover. It is important to note that any discrepancies between charts, graphs or tables are due to rounding of the numbers. A profile of the characteristics of respondents is provided in Section 3.4 of this report.

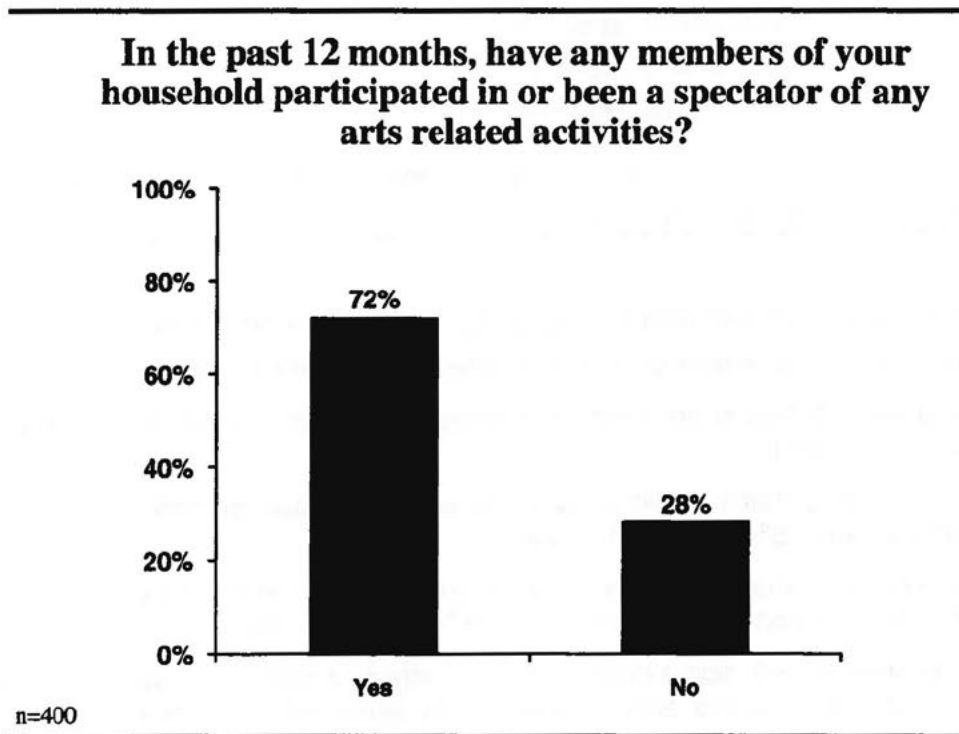
### 3.0 Study Findings

This section presents the results of the 2009 Arts Facility General Public Survey, as they pertain to each topic area addressed in the questionnaire. When reviewing the results, rounding must often be completed in order to report the different categories of responses to a particular question. Hence, the total of the different responses to a particular question may not always add up to 100%.

#### 3.1 Arts Facility

##### 3.1.1 Current Household Participation

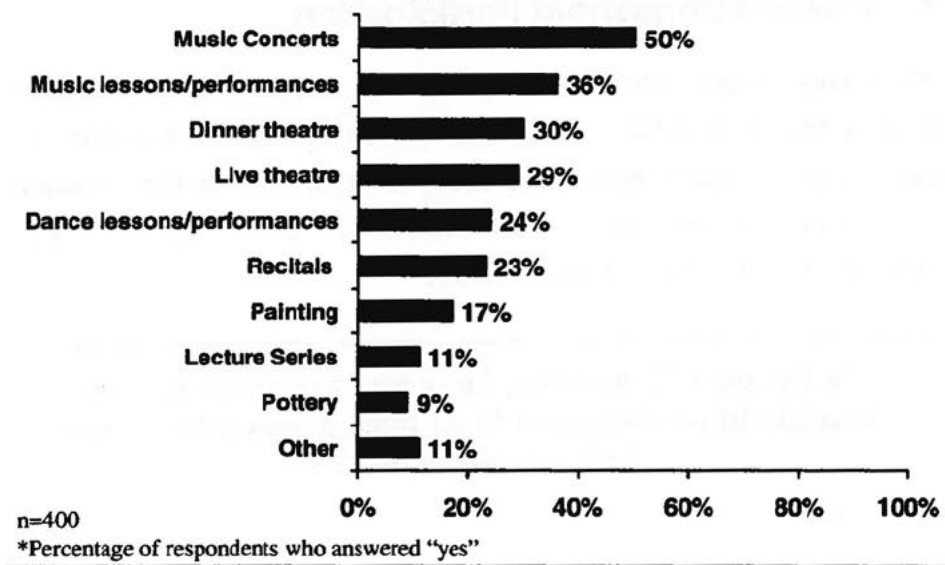
To begin the survey, respondents were asked if any members of their household had participated in or been a spectator of any arts related activities in the past 12 months. The majority (72%) of respondents indicated that members of their household had participated in or been a spectator of at least one art related activity in the past 12 months, while 28% had not. See Figure 1, below.



Respondents were then asked if any members of their household participated in or had been a spectator of a number of different arts related activities within the past 12 months. The top five mentions included music concerts (50%), music lessons or performances (36%), dinner theatre (30%), live theatre (29%) and dance lessons or performances (24%). See Figure 2, below, for a full list of mentions.

Figure 2

**In the past 12 months, have any members of your household participated in or been a spectator of any of the following arts related activities?\***



Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **music lessons or performances** included:

- Respondents that support the development of an arts facility (40% versus 14% of those that don't);
- Respondents that support a tax increase for the development of an arts facility (48% versus 26% of those that don't);
- Respondents that support a tax increase of \$75 or more per year (61% versus 38% that support a tax increase up to \$74 per year); and
- Respondents with some college or university or a college or university education (40% to 46% versus 23% of those with some high school or a high school education).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **dance lessons or performances** included:

- Respondents that support a tax increase for the development of an arts facility (31% versus 15% of those that don't).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **recitals** included:

- Female respondents (28% versus 16% of male respondents);
- Respondents from the Town of Whitecourt (25% versus 12% of those from Woodlands County);
- Respondents that support the development of an arts facility (25% versus 11% of those that don't);
- Respondents that support a tax increase of \$75 or more per year (35% versus 20% that support a tax increase up to \$74 per year);
- Respondents with some university or a university education (30% versus 18% of those with some high school or a high school education);
- Respondents who are married or common law (26% versus 13% of those with an alternate marital status); and
- Respondents employed part time (33% versus 19% of those with an alternate employment status).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **live theatre** included:

- Female respondents (35% versus 22% of male respondents);
- Respondents that support a tax increase of \$75 or more per year (46% versus 24% that support a tax increase up to \$74 per year); and
- Respondents with some college or university or a college or university education (29% to 44% versus 18% of respondents with some high school or a high school education).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **dinner theatre** included:

- Respondents that support a tax increase for the development of an arts facility (36% versus 23% of those that don't);
- Respondents that support a tax increase of \$75 or more per year (50% versus 23% that support a tax increase up to \$74 per year);
- Respondents that own their own home (32% versus 16% of respondents that rent); and
- Respondents with some university or a university education (41% versus 20% of those with some high school or a high school education).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **music concerts** included:

- Respondents that support a tax increase for the development of an arts facility (57% versus 44% of those that don't);
- Respondents that support a tax increase of \$75 or more per year (71% versus 45% that support a tax increase up to \$74 per year); and
- Respondents with some university or a university education (61% versus 45% of those with some college or a college education).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **painting** included:

- Respondents that support the development of an arts facility (19% versus 5% of those that don't); and
- Respondents that support a tax increase of \$75 or more per year (29% versus 17% that support a tax increase up to \$74 per year).



Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of **pottery** included:

- Female respondents (11% versus 5% of male respondents);
- Respondents from Woodlands County (16% versus 7% of those from Whitecourt);
- Respondents that support a tax increase of \$75 or more per year (18% versus 5% that support a tax increase up to \$74 per year);
- Respondents whose household is moderately likely to access transit (12% versus 4% of those who are highly unlikely);
- Respondents with some university or a university education (14% versus 5% of those with some high school or a high school education); and
- Respondents working part time (15% versus 7% of those working full time).

Respondent subgroups significantly more likely to have had members of their household participate in or be a spectator of a **lecture series** included:

- Respondents with some university or a university education (17% versus 6% of those with some high school or a high school education).

Other arts related activities mentioned by respondents included (mentioned by at least 1% of respondents):

- Arts and crafts show/doing arts and crafts/art festivals (3%);
- Sewing/quilting (2%);
- Stained glass making (1%);
- Scrap booking (1%);
- Film festivals/film guild (1%);
- Attending concerts (1%);
- Drawing (1%);
- Library (1%); and
- Photography (1%).



Respondents were then asked to indicate how often members of their household participated in or had been spectators of any of the mentioned arts related activities within the past 12 months. Seventeen percent (17%) of respondents indicated that members of their household had participated in or been a spectator of dance lessons or performances three or more times a week, followed by music lessons or performances (13%) and painting (13%). The largest proportion of respondents for all arts related activities indicated that members of their household were involved in these activities less than once a month. See Table 2, below.

Table 2

<b>In the past 12 months, have you or any members of your household participated in or been a spectator of any of the following arts related activities?</b>				
<b>Base: Respondents that were indicated they were involved in arts related activities in the last 12 months</b>	<b>Percent of Respondents</b>			
	<b>Frequently, 3 or more times a week</b>	<b>Somewhat frequently, once or twice a week</b>	<b>Occasionally, 2 or 3 times a month</b>	<b>Rarely, less than once a month</b>
Dance lessons / performances (n=97)	17	29	11	43
Music lessons / performances (n=145)	13	21	18	48
Painting (n=69)	13	16	22	49
Recitals (n=92)	7	9	16	69
Music Concerts (n=200)	6	7	15	73
Dinner theatre (n=119)	5	4	12	78
Live theatre (n=117)	4	3	15	76
Pottery (n=34)	3	6	32	59
Lecture series (n=43)	-	5	14	81
Other arts activities (n=43)	28	16	28	26

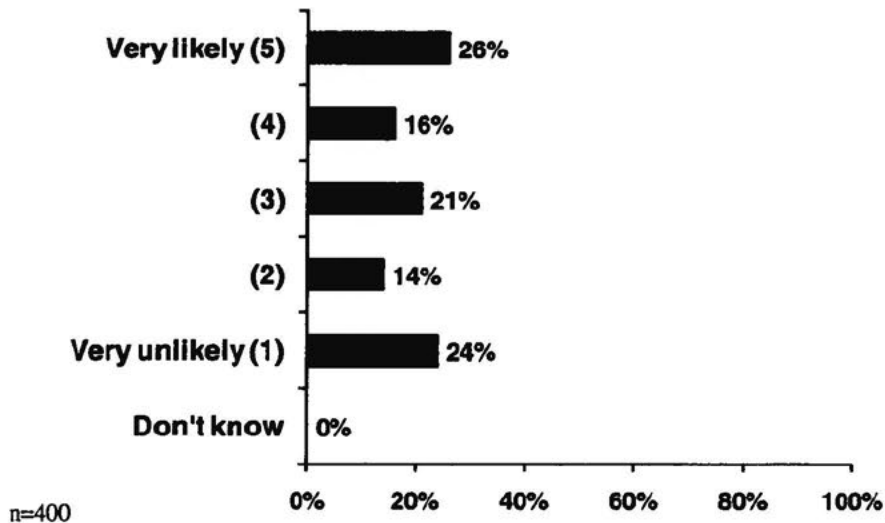
### 3.1.2 Performing Arts

Respondents were then asked to think about their household's performing arts needs, including music, dance recitals, live theatre, lecture series, taped performances or concerts, and to indicate how likely someone from their household would be to use an arts facility for the performing arts.

As shown in Figure 2, below, 42% of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for the performing arts, while 38% of respondents indicated it was highly unlikely (1 or 2 out of 5). Twenty-one percent (21%) of respondents indicated there was a moderate likelihood (3 out of 5) that someone from their household would use an arts facility for the performing arts in Whitecourt.

Figure 2

**How likely would someone from your household be to use an arts facility located in the Town of Whitecourt / Woodlands county area for the performing arts?**



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Respondent subgroups significantly more likely to indicate members of their household would use an arts facility for the **performing arts** included:

- Female respondents (47% versus 35% of male respondents);
- Respondents that support the development of an arts facility (47% versus 2% of those that don't);
- Respondents that support a tax increase of \$75 or more per year (81% versus 52% that support a tax increase up to \$74 per year);
- Respondents whose household is highly likely to access transit (52% versus 32% to 41% of those who are highly unlikely or moderately likely);
- Respondents with some college or university or a college or university education (45% to 50% versus 31% of those with some high school or a high school education);
- Respondents working part time (57% versus 33% to 42% of those working fulltime or with an alternate employment status); and
- Respondents with an annual household income of \$100,000 or more (51% versus 34% of those with an annual household income of \$50,000 to less than \$100,000).

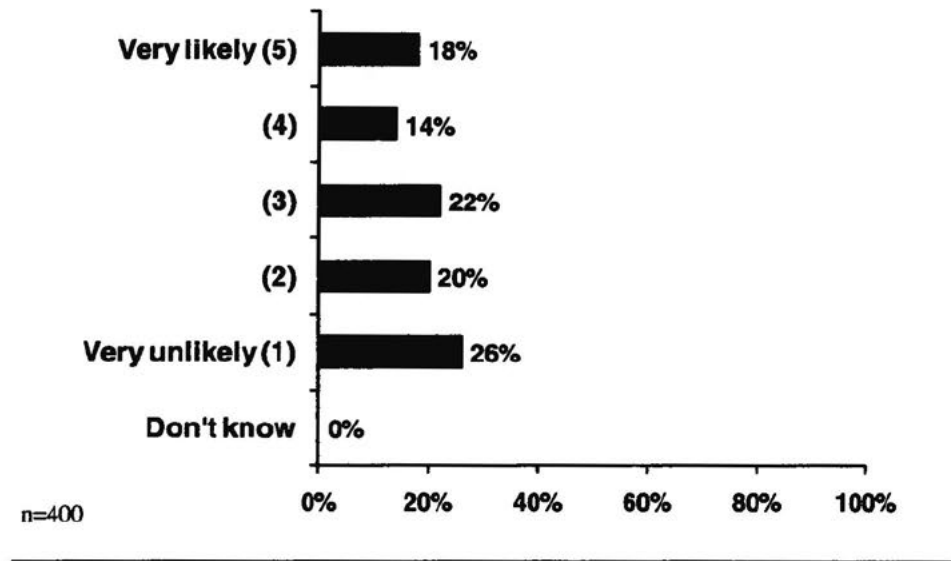
### 3.1.3 Visual Arts

Next, respondents were asked to think about their household's visual arts needs, including painting, pottery, photography and multi-media studios, and to indicate how likely someone from their household would be to use an arts facility for the visual arts.

As shown in Figure 3, below, 32% of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for the visual arts, while 46% of respondents indicated it was highly unlikely. Twenty-two percent (22%) of respondents indicated there was a moderate likelihood that someone from their household would use an arts facility for the visual arts in Whitecourt.

Figure 3

**How likely would someone from your household be to use an arts facility located in the Town of Whitecourt / Woodlands county area for the visual arts?**



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Respondent subgroups significantly more likely to indicate members of their household would use an arts facility for the **visual arts** included:

- Respondents that support the development of an arts facility (36% versus 2% of those that don't);
- Respondents whose household is highly likely to access transit (42% versus 28% of those who are highly unlikely); and
- Respondents with some college or university or a college or university education (34% to 41% versus 23% of those with some high school or a high school education).

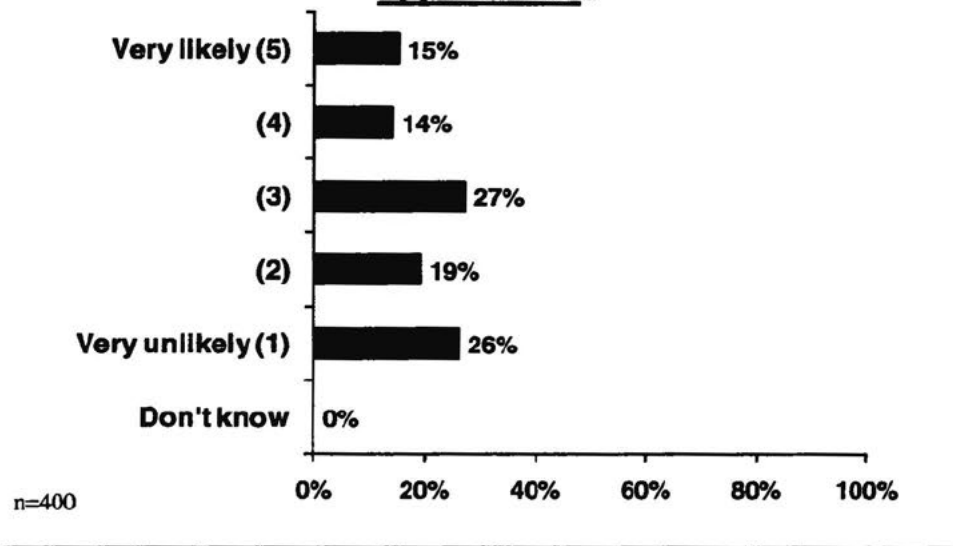
### 3.1.4 Viewing Galleries

Next, respondents were asked to think about their household's art viewing and appreciation needs, including art exhibits, art demonstrations and purchasing art, and to indicate how likely someone from their household would be to use an arts facility for viewing and appreciating art.

As shown in Figure 4, below, 29% of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for art viewing and appreciation, while 45% of respondents indicated it was highly unlikely. Twenty-seven percent (27%) of respondents indicated there was a moderate likelihood that someone from their household would use an arts facility for their art viewing and appreciation needs in Whitecourt.

Figure 4

**How likely would someone from your household be to use an arts facility located in the Town of Whitecourt / Woodlands county area for the art viewing and appreciation?**



Respondent subgroups significantly more likely to indicate members of their household would use an arts facility for **art viewing and appreciation** included:

- Female respondents (34% versus 20% of male respondents);
- Respondents that support the development of an arts facility (32% versus 5% of those that don't);
- Respondents whose household is highly likely to access transit (36% versus 24% of those who are highly unlikely); and
- Respondents with some university or a university education (34% versus 21% of those with some high school or a high school education).



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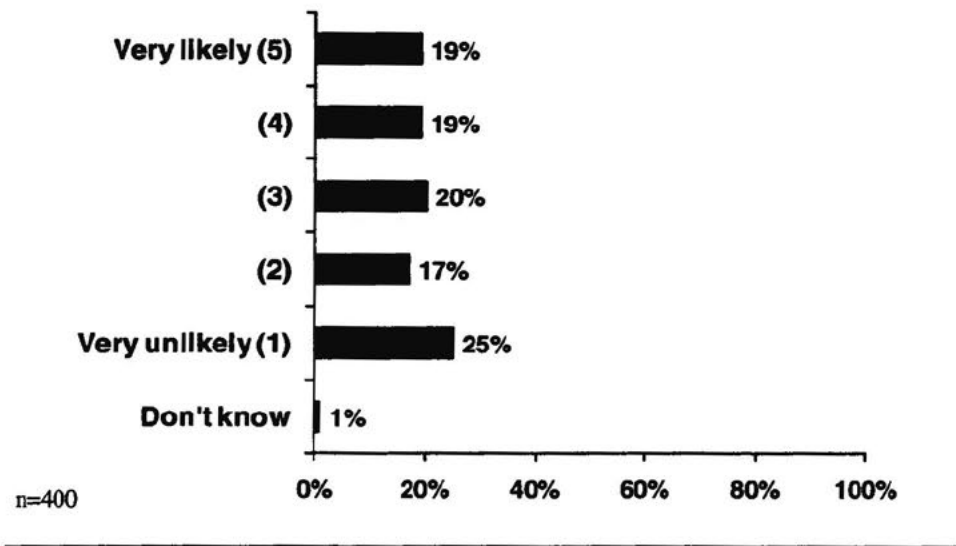
### 3.1.5 Multipurpose and Meeting Spaces

Next, respondents were asked to think about their household's multipurpose and meeting space needs, including space for team meetings, graduation ceremonies, awards ceremonies, and other community arts and events, and to indicate how likely someone from their household would be to use an arts facility for multipurpose and meeting space.

As shown in Figure 5, below, 38% of respondents indicated it was highly likely (4 or 5 out of 5) that someone from their household would use an arts facility for multipurpose and meeting space, while 41% of respondents indicated it was highly unlikely. Twenty percent (20%) of respondents indicated there was a moderate likelihood that someone from their household would use an arts facility for multipurpose and meeting space in Whitecourt.

Figure 5

**How likely would someone from your household be to use an arts facility located in the Town of Whitecourt / Woodlands county area for the multipurpose and meeting space?**



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Respondent subgroups significantly more likely to indicate members of their household would use an arts facility for **multipurpose and meeting space** included:

- Female respondents (44% versus 30% of male respondents);
- Respondents that support the development of an arts facility (42% versus 14% of those that don't);
- Respondents that support a tax increase for the development of an arts facility (52% versus 29% of those that do not);
- Respondents that support a tax increase of \$75 or more per year (63% versus 43% that support a tax increase up to \$74 per year);
- Respondents whose household is highly likely to access transit (53% versus 30% to 33% of those who are highly unlikely or moderately likely); and
- Respondents with some college or a college education (42% versus 29% of those with some high school or a high school education).

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### 3.1.6 Facility Priorities

Respondents were then asked to indicate which of the above mentioned activities and features would be their top priority in the development of an arts facility in the Whitecourt area. The top two priorities included the performing arts (42%) and multipurpose and meeting space (36%). Visual arts (10%) and art viewing and appreciation (8%) were mentioned by significantly fewer respondents. See Figure 6, below.

Figure 6

**Which of the following would be your top priority in the development of an arts facility in the Whitecourt area?\***

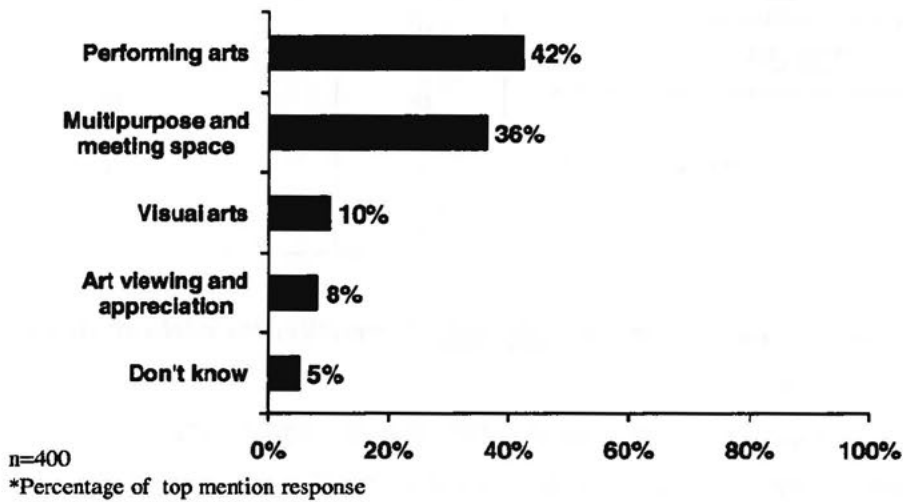


Table 3, below, provides a breakdown of respondent mentions for their top priorities in the development of an arts facility in the Whitecourt area. Respondents were asked to rate their top priorities in order, from first to fourth.

Table 3

Which of the following would be your top priority in the development of an arts facility in the Whitecourt area?				
	Percent of Respondents (n=400)			
	Top mention	Second mention	Third mention	Forth mention
Performing arts (music, dance, recitals, live theatre, taped performances, etc.)	42	27	12	10
Multipurpose and meeting space (group/team meetings, etc.)	36	20	14	22
Visual arts (painting, pottery, multi-media studios, etc.)	10	27	35	16
Art viewing and appreciation (art exhibits, etc.)	8	15	26	40
Don't know	5	12	13	13

Respondent subgroups significantly more likely to mention the **performing arts as their top mention** included:

- Female respondents (46% versus 35% of male respondents);
- Respondents that support a tax increase of \$75 or more per year (56% versus 36% that support a tax increase up to \$74 per year);
- Respondents whose household is highly likely to access transit (49% versus 33% of those who are moderately likely); and
- Respondents with some college or university or a college or university education (44% versus 49% of those with some high school or a high school education).

Respondent subgroups significantly more likely to mention **art viewing and appreciation as their top mention** included:

- Respondents that rent their home (16% versus 7% of those that own their home); and
- Respondents with an annual household income of \$50,000 to less than \$100,000 (12% versus 5% of those with an annual household income of \$100, 000 or more).

Respondents were then asked to indicate what other activities members of their household would like to see accommodated at an arts facility in the Whitecourt area. Eight percent (8%) of respondents indicated an interest in some form of live theatre or music, while 7% indicated an interest in art lessons. It is important to note that 63% of respondents did not provide a response. See Table 4, below, for a complete list of responses made by at least 2% of respondents.

Table 4

<b>What other activities would members of your household like to see accommodated at an arts facility in the Whitecourt area?</b>	
	<b>Percent of Respondents (n=400)</b>
Live theatre/live music/dinner theatre/concerts/puppet theatre	8
Art lessons (unspecified)	7
Multipurpose instead of arts (special events, meetings, weddings)	3
Good acoustics for dance/dance studios/dance lessons	3
More things for children (general)	2
Photography/photography lessons	2
Sewing/quilting/needlework	2
Art exhibits/local art exhibits	2
Physical activities for children (gymnastics, sports)	2
Cultural art/historical/native arts	2
Other (mentioned by less than 2% of respondents)	12
None	4
Don't know	63

by.

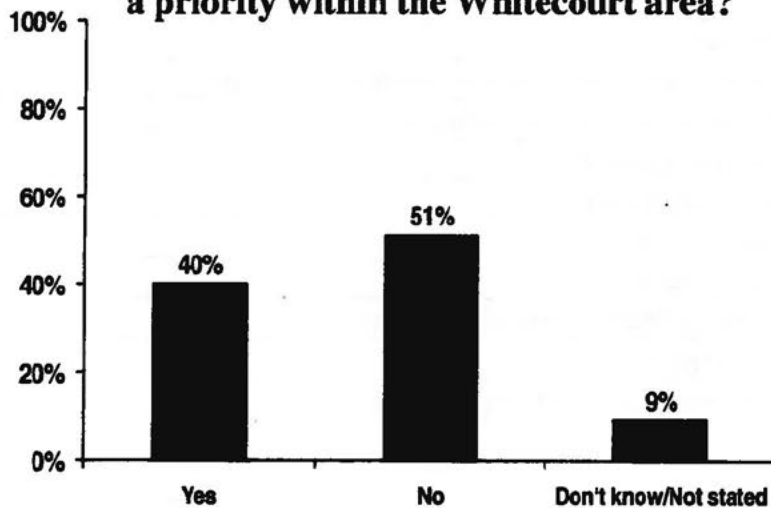
### 3.2 Future planning

#### 3.2.1 Service and Facility Priorities

Respondents were asked to think about the services and facilities currently available within the Whitecourt area, and to indicate if they feel there are any other services or facilities that should be a priority. Forty percent (40%) of respondents indicated that there are other services or facilities that should be a priority over an arts facility, while 51% indicated that there are not. Nine percent (9%) of respondents did not provide a response. See Figure 7, below.

Figure 7

**Are there any other services or facilities that should be a priority within the Whitecourt area?**



n=400

Respondent subgroups significant more likely to feel there are **other services or facilities that should be a priority** within the Whitecourt area included:

- Respondents that do not support the development of an arts facility (64% versus 37% of those that do);
- Respondents with some college or a college education (43% versus 32% of those with some high school or a high school education); and
- Respondents with an annual household income of less than \$50,000 or \$100,000 or more (43% to 48% versus 30% of those with an annual income of \$50,000 to less than \$100,000).

Table 4, below, provides a breakdown of the top three mentions for services and facilities that are a priority in the Whitecourt area. A youth centre was mentioned by 20% of respondents, with 15% as their first mention, followed by a skating rink and arena (19%), to which 16% of respondents mentioned as their top priority. Refer to Table 4 for a complete list of responses.

Table 4

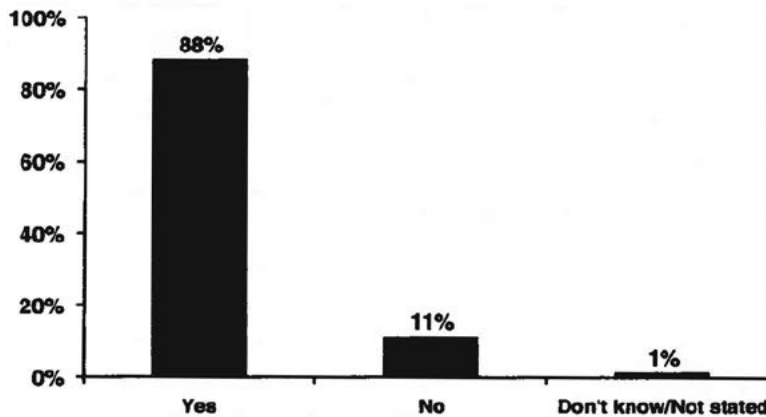
<b>Respondents household's top priorities for future Whitecourt and area facilities and services</b>				
<b>Base: Respondents that indicated that other services/facilities that should be a top priority</b>	<b>Percent of Respondents</b>			
	<b>Total mention (n=160)</b>	<b>First Mention (n=160)</b>	<b>Second mention (n=57)</b>	<b>Third mention (n=21)</b>
Youth centre/youth oriented activities/after school activities	20	15	11	10
Skating rinks/arenas	19	16	7	5
Gymnastics club/facility	9	7	5	-
Arts centre/facilities/stage for performing arts	8	6	2	14
Community hall/conference hall/large gathering hall	7	4	9	-
Upgrades to Rotary Park/better parks/walking paths/biking paths	6	3	7	10
Larger library/extended library/new library	4	3	4	-
Sports facility (rock climbing, adult football)	5	3	2	5
Hospital/MRI and CAT scan equipment/health care facilities	5	3	7	-
Toddler/children activities/services	5	2	5	5
Helping the homeless	4	2	4	5
A movie theatre/bigger theatre	4	4	-	-
Other (mentioned by less than 4% of respondents as first mention)	51	31	38	48
Refuse, Don't Know	3	3	-	-

### 3.2.2 Potential Facility Funding

Next, respondents were asked to indicate if they would support the construction of an arts facility if the facility could be constructed without any increase in their property taxes. The majority (88%) of respondents indicated that they would support the construction of an arts facility without an increase in taxes, while 11% would not. See Figure 8, below.

**Figure 8**

**If an arts facility could be constructed without any increase in property taxes, would you support the development of an arts facility in the Whitecourt area?**



n=400

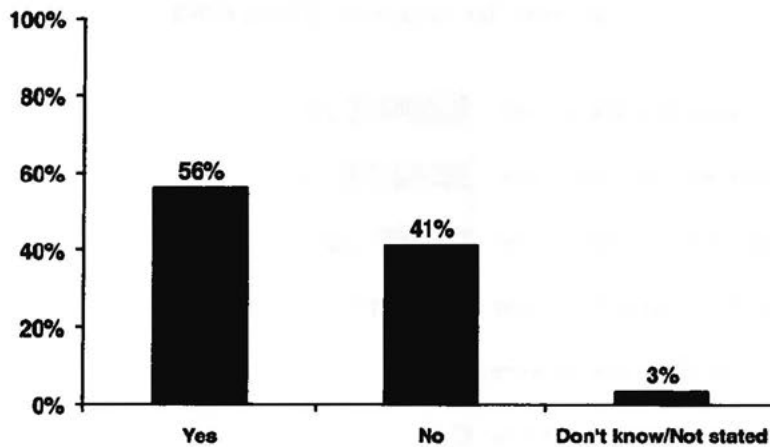
Respondent subgroups significantly more likely to support the development of an arts facility if it could be constructed without any increase in property taxes included:

- Females respondents (91% versus 83% of males respondents).

Respondents that indicated they would support the development of an arts facility without any increase in property taxes (n=351) were then asked if they would support a tax increase to fund the development of an arts facility. More than half (56%) of respondents indicated that they would support a tax increase, while 41% would not. See Figure 9, below.

**Figure 9**

**If an increase in property taxes was determined to be required to support the development of an arts facility in the Whitecourt area, would you support this increase?**



n=351

Base: Respondents that indicated that they would support the development of an arts facility without an increase in property taxes

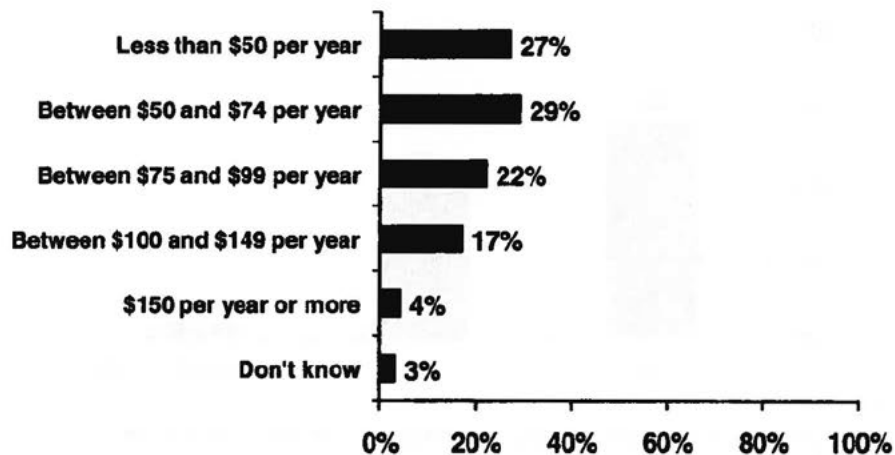
Respondent subgroups significantly more likely to support an increase in property taxes to fund an arts facility included:

- Respondents with some college or university or a college or university education (57% to 69% versus 43% of those with a college or university education).

Next, respondents that indicated they would support an increase in property taxes to support the development of an arts facility (n=195) were asked to indicate how much of an increase in their taxes they would be willing to pay. The majority (78%) of respondents indicated they would support a tax increase of up to \$99 per year (27% less than \$50, 29% between \$50 and \$74 and 22% between \$75 and 99\$). Seventeen percent (17%) would support an increase between \$100 and \$149 per year, while 4% would support an increase of \$150 or more. See Figure 10, below.

**Figure 10**

**How much of an increase in taxes would you be willing to pay to support these costs?**



n=195

Base: Respondents that indicated they would support an increase in property taxes to support the development of an arts facility

Respondent subgroups significantly more likely to be willing to pay **less than \$50** per year included:

- Respondents whose household is highly unlikely to access transit (35% versus 19% of those who are highly likely); and
- Respondents working part time (40% versus 22% of those working full time).

Respondent subgroups significantly more likely to be willing to pay **between \$50 and \$74** per year included:

- Respondents with some college or a college education (34% versus 17% of those with some university or a university education); and
- Respondents with an annual household income of \$50,000 to less than \$100,000).

Respondent subgroups significantly more likely to be willing to pay **between \$75 and \$99** per year included:

- Respondents whose household is highly likely to access transit (30% versus 7% of those who are moderately likely); and
- Respondents working full time (28% versus 10% of those with an alternate employment status).

Respondent subgroups significantly more likely to be willing to pay **between \$100 and \$149** per year included:

- Respondents with some university or a university education (28% versus 11% to 14% of those with some high school or college or a high school or college education).

Respondents were also asked to provide any additional comments regarding the development of an arts facility in the Whitecourt area. Sixteen percent (16%) of respondents felt that it would be good to have an arts facility and that the community is in need of such development, while 7% felt that Whitecourt needs to focus on other things and that an arts facility is not a priority. See Table 5, below, for other mentions.

**Table 5**

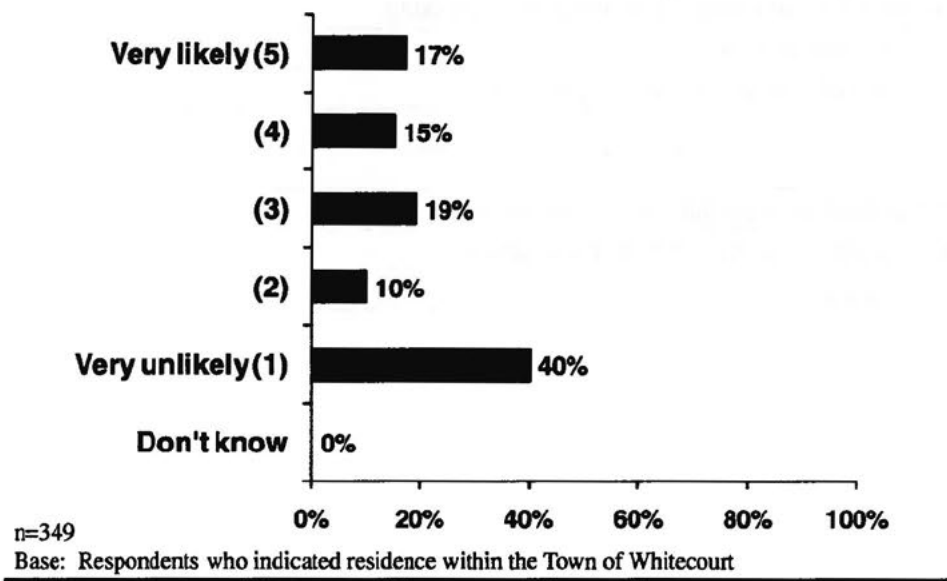
<b>Additional comments regarding the development of an arts facility in the Whitecourt area</b>	
	<b>Percent of Respondents (n=400)</b>
Good to have one/we need it	16
Focus on other things (not arts centre)/ not a priority	7
Needs good location/needs to be accessible (not on the hill with Miller Centre)	3
Not if taxes are increased/costs are a factor/need to examine the costs	3
Use the old swimming pool building/older buildings could be renovated	2
Economic situation/may not be best time to build it	2
Other (Mentioned by less than 2% of respondents)	16
None	59
Refuse, Don't know	1

### 3.3 Potential Use of Transit System

Next, respondents who were residents of Whitecourt (n=349) were asked to indicate how likely any members of their household would be to access a public transit system within the Town of Whitecourt. Thirty-two percent (32%) of respondents indicated that members of their household would be highly likely (4 or 5 out of 5) to access a transit system, while 50% of respondents indicated that they would be highly unlikely (1 or 2 out of 5) to access a transit system. Nineteen percent (19%) of respondents indicated that members of their family would be moderately likely (3 out of 5) to access a transit system in Whitecourt. See Figure 11, below.

Figure 11

**How likely are any members of your household to access a public transit system within the Town of Whitecourt?**



Respondent subgroups significantly more likely to be **highly likely** to access public transit in Whitecourt included:

- Respondents that rent their home (48% versus 30% of those that own their home).

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Respondents who indicated members of their household were highly unlikely (1 or 2 out of 5) to access a transit system in Whitecourt (n=173) were asked to indicate why. The majority (65%) indicated that they drive their own vehicle or a company car, 17% felt that the town is not big enough to support a transit system, 15% indicated that they walk everywhere they need to go, and 11% indicated that they have young children who they would not want to ride the transit system with. See Table 6, below, for other mentions.

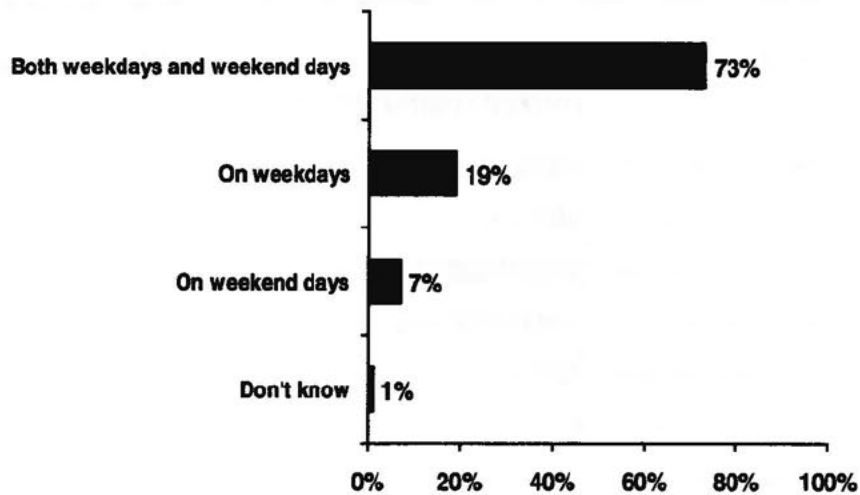
**Table 6**

<b>Why would members of your household be unlikely to use a public transit service within Whitecourt?</b>	
<b>Base: Respondents who indicated members of their household were not likely (1 or 2 out of 5) to access an internal transit system and are residents of Whitecourt</b>	<b>Percent of Respondents (n=173)</b>
We drive/use own vehicles/company car	65
Town is not big enough to support system/everything is close by	17
Walk everywhere/ within walking distance to everything	15
Have young children/toddlers	11
Have own modes of transportation (unspecified)	6
Don't need it	4
Ride my bike	4
Work out of town/lots of people have work vehicles	3
Other (Mentioned by less than 3% of respondents)	10
Refuse, Don't know	1

Respondents who indicated members of their household were likely (3, 4 or 5 out of 5) to access public transit services in Whitecourt (n=176) were asked to indicate when member of their household would use these services. The majority (73%) of respondents indicated that they would use public transit on weekdays and weekend days, while 19% would use transit services only on weekdays and 7% would use these services only on weekend days. See Figure 12, below.

Figure 12

**When would members of your household use the public transit service?**



n=176

Base: Respondents who indicated members of their household were likely (3, 4, or 5 out of 5) to access public transit service and are residents of Whitecourt

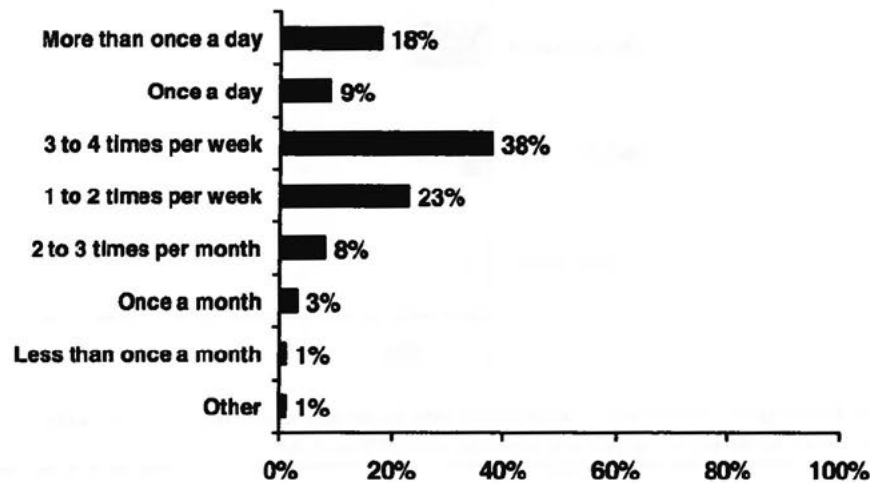
Respondent subgroups significantly more likely to indicate that members of their household would access transit on **weekdays** included:

- Respondents with some high school or university or a high school or university education (26% to 27% versus 12% of those with some college or a college education).

Respondents who indicated members of their household were likely (3, 4 or 5 out of 5) to access public transit services in Whitecourt (n=176) were asked to indicate how often members of their household would access public transit services. The largest proportion of respondents indicated they would use public transit three to four times per week (38%), followed by 23% of respondents who indicated members of their household would access public transit 1 to 2 times per week. Eighteen percent (18%) of respondents indicated that they or a member of their household would access public transit more than once per day. See Figure 13, below, for a complete breakdown of responses.

Figure 13

**How often would members of your household access this public transit service?**



n=176

Base: Respondents who indicated members of their household were likely (3, 4, or 5 out of 5) to access public transit service and are residents of Whitecourt

Respondent subgroups significantly more likely to indicate that members of their household would access transit services **more than once a day** included:

- Respondents whose household is highly likely to access transit (23% versus 11% of those who are moderately likely).

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Respondent subgroups significantly more likely to indicate that members of their household would access transit services **three to four times per week** included:

- Respondents who support tax increases to fund the development of an arts facility (48% versus 23% of those that do not); and
- Respondents whose household is highly likely to access transit (46% versus 24% of those who are moderately likely).

Respondent subgroups significantly more likely to indicate that members of their household would access transit services **one to two times per week** included:

- Respondents whose household is moderately likely to access transit (36% versus 15% of those who are highly likely);
- Respondents with an annual household income of \$100,000 or more (30% versus 13% of those with an annual income of \$50,000 to less than \$100,000).

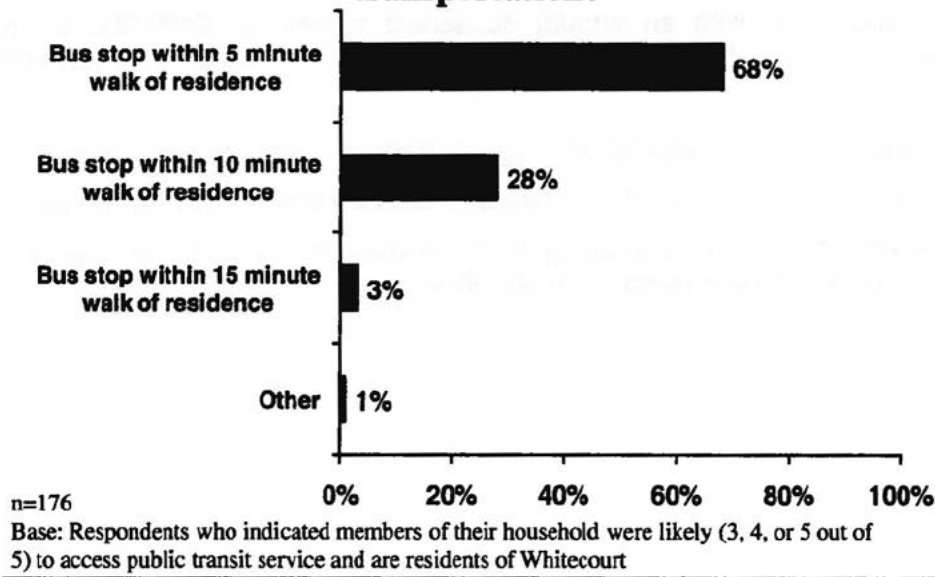
Respondent subgroups significantly more likely to indicate that members of their household would access transit services **two to three times per month** included:

- Respondents whose household is moderately likely to access transit (15% versus 4% of those who are highly likely).

Respondents were also asked to indicate what would be the maximum walking distance to a bus stop they would consider before choosing another form of transportation. The majority (68%) of respondents indicated they would choose public transit if a bus stop was within 5 minutes of their residence, while 28% of respondents would still use public transit if a bus stop was within 10 minutes of their residence. Only 3% of respondents would access public transit if they had to travel for 15 minutes to a bus stop. See Figure 14, below.

Figure 14

**What would be the maximum walking distance to a bus stop you would consider before choosing another form of transportation?**



Respondent subgroups significantly more likely to indicate they would **walk for 5 minutes to a bus stop** included:

- Respondents with an annual household income of \$50,000 to less than \$100,000 (77% versus 58% of those with an annual household income of \$100,000 or more).

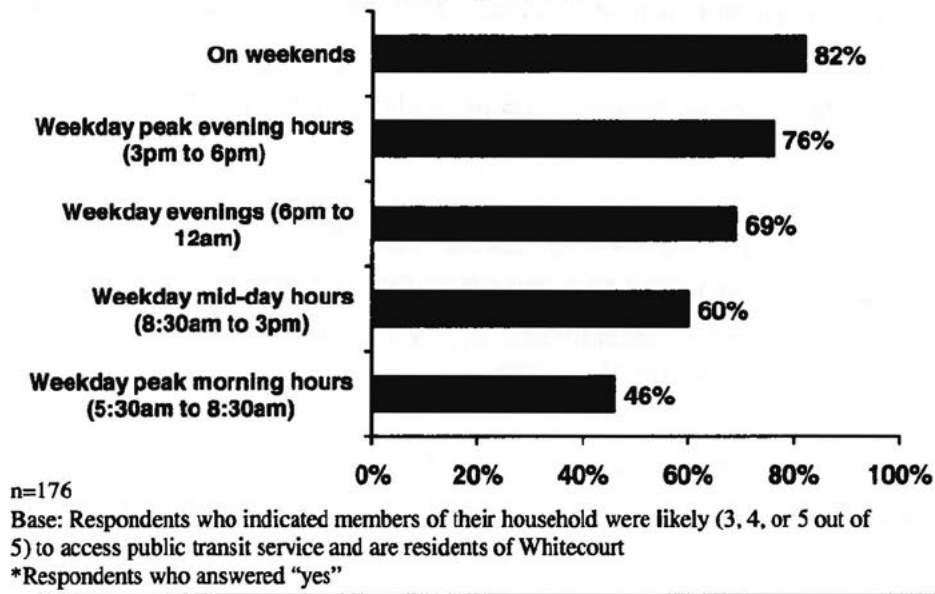
Respondent subgroups significantly more likely to indicate they would **walk for 10 minutes to a bus stop** included:

- Respondents with an annual household income of \$100,000 or more (39% versus 20% of those with an annual household income of \$50,000 to less than \$100,000).

Respondents who indicated members of their household were likely (3, 4 or 5 out of 5) to access public transit in Whitecourt (n=176) were then asked to indicate when and what time of day members of their household would access public transit. Eighty-two percent (82%) of respondents indicated members of their household would access transit on weekends, 76% would access transit between 3pm to 6pm on weekdays, 69% would access transit between 6pm to 12am on weekday evenings, 60% would access transit between 8:30 am to 3pm on weekdays, and 46% would access transit between 5:30am to 8:30am on weekdays. See Figure 15, below.

Figure 15

**When would members of your household access this public transit system?\***



Respondent subgroups significantly more likely to indicate that members of their household would access transit services **between 3pm and 6pm on weekdays** included:

- Respondents whose household is highly likely to access transit (85% versus 62% of those who are moderately likely).

Respondent subgroups significantly more likely to indicate that members of their household would access transit services **between 8:30am and 3pm on weekdays** included:

- Female respondents (66% versus 50% of male respondents);
- Respondents with some high school or a high school education (69% versus 47% of those with some university or a university education);
- Respondents with an alternate employment status (79% versus 42% of those working full time); and
- Respondents with an annual household income of \$50,000 to less than \$100,000 (71% versus 42% of those with an annual household income of \$100,000 or more).

Respondent subgroups significantly more likely to indicate that members of their household would access transit services **between 6pm and 12am on weekday evenings** included:

- Respondents whose household is highly likely to access transit (75% versus 59% of those who are moderately likely).

Respondent subgroups significantly more likely to indicate that members of their household would access transit services **on weekends** included:

- Respondents whose household is highly likely to access transit (86% versus 74% of those who are moderately likely).

Respondent subgroups significantly more likely to indicate that members of their household would access transit services **between 5:30am and 8:30am on weekdays** included:

- Respondents working full time (52% versus 34% of those with an alternate employment status).

### 3.3.1 Optimum Pricing Points

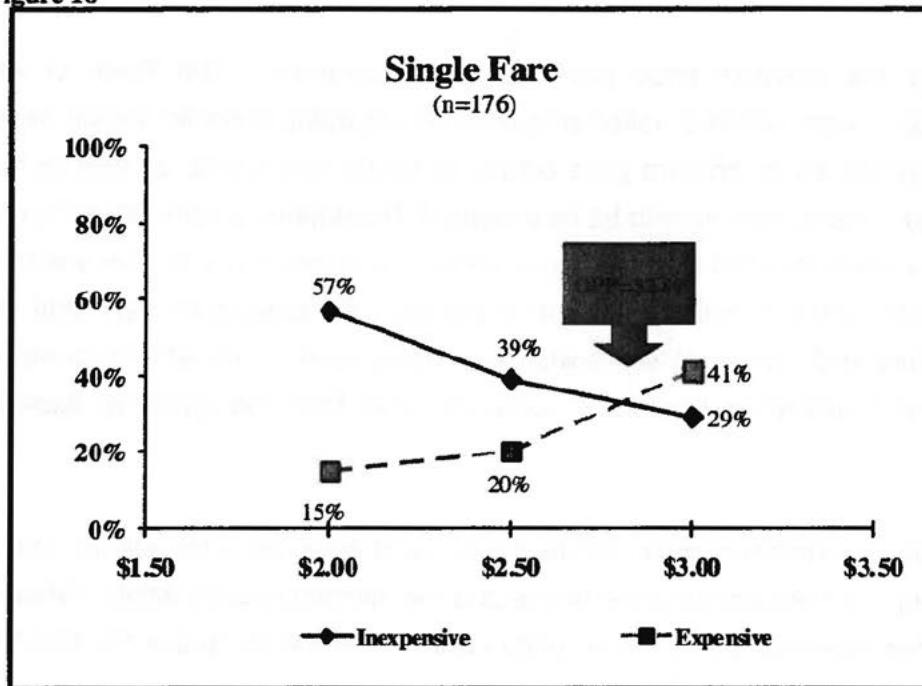
Optimum pricing point (OPP) is based on the theory that at some point a price becomes so low that the customer considers the quality of the product or service suspect or that it becomes so expensive that they cannot afford it, regardless of the quality. Somewhere between these two differences lies the range of acceptable prices and the optimum price point. For the purpose of this study, the optimum price point has been calculated based on the price where an equal number of respondents considered the price either inexpensive or expensive.

To define the optimum price point for transit services in the Town of Whitecourt, respondents were asked a series of questions regarding fares for transit services. The client identified three different price points for single fare tickets, as well as for monthly commuter passes, that were to be investigated. Respondents were asked to indicate the degree to which they felt the fare prices were 'very inexpensive' to 'very expensive'. For the purpose of the graphical depiction of the data, the categories 'very' and 'somewhat' inexpensive and 'very' and 'somewhat' expensive were combined. Responses of "don't know" and "moderately expensive" were excluded from the graphical depiction of the data.

To identify the optimum price points, linear trend lines were formulated from the lines connecting the inexpensive price points and the expensive price points. Where the trend lines cross indicates the optimum price points. In some instances the trend lines may intersect at a point outside the range of price points tested.

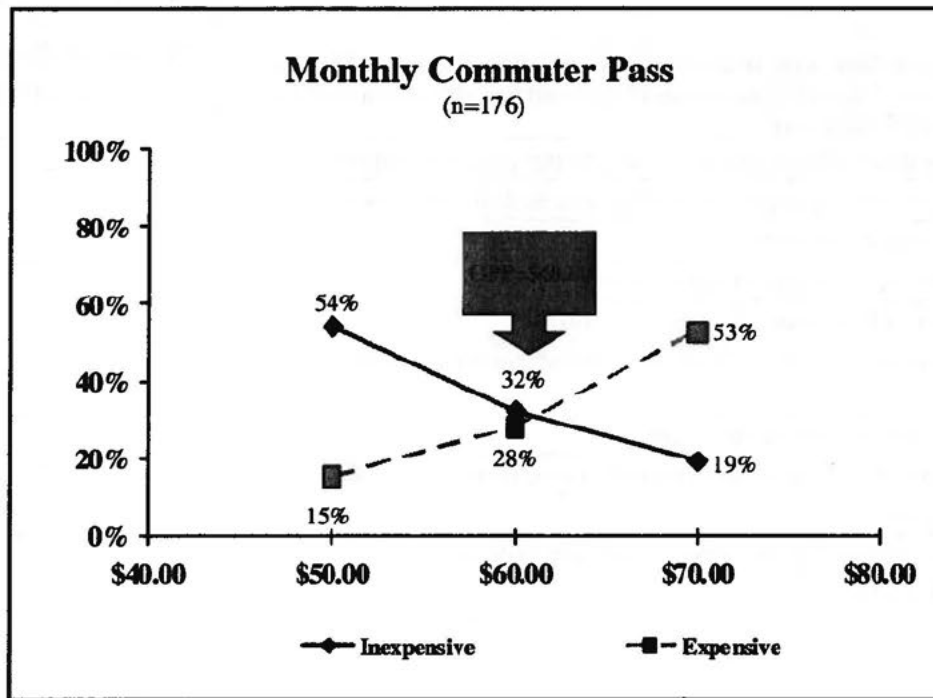
As illustrated in Figure 16, below, 57% of respondents stated that \$2.00 was inexpensive for a single fare transit pass (compared with 15% that felt it was expensive), while 39% felt \$2.50 was inexpensive (compared with 20% that felt it was expensive) and 29% believed \$3.00 was inexpensive (compared with 41% that felt it was expensive). Based on an equal proportion of respondents, who considered each price either inexpensive or expensive, the optimum price point for a single fare transit pass was determined to be \$2.80.

Figure 16



As illustrated in Figure 17, below, 54% of respondents stated that \$50.00 was inexpensive for a single fare transit pass (compared with 15% that felt it was expensive), while 32% felt \$60.00 was inexpensive (compared with 28% that felt it was expensive) and 19% believed \$70.00 was inexpensive (compared with 53% that felt it was expensive). Based on an equal proportion of respondents, who considered each price either inexpensive or expensive, the optimum price point for a monthly commuter transit pass was determined to be **\$60.80**.

Figure 17



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Respondents who indicated members of their household were likely (3, 4 or 5 out of 5) to access public transit in Whitecourt (n=176) were then asked if they had any additional comments regarding a public transit system within Whitecourt. The most common mention was that it would be a good idea and that many people would benefit (28%). It is important to note that more than half (52%) of respondents did not provide a comment. See Table 10, below, for other mentions.

Table 10

<b>Additional comments regarding a public transit system within the Town of Whitecourt</b>	
<b>Base: Respondents who indicated members of their household were likely (3, 4 or 5 out of 5) to access an internal transit system and are residents of Whitecourt</b>	<b>Percent of Respondents (n=176)</b>
Would be nice to have one/good idea/many people would benefit	28
Good for disabled people/wheelchair accessibility is important	3
Good for elderly/seniors	3
Should not be too expensive/cost effective	3
Need more information about it (general)	2
Needs a consistent schedule/more information on schedule is needed	2
Look into this before an arts centre	2
Should have transportation from uphill to downhill	2
No comments	52
Other (Mentioned by less than 2% of respondents)	10
Refuse/don't know	1

### 3.4 Profile of Respondents

Table 11

<b>Respondent Profile</b>	
	<b>Percent of Respondents (n=400)</b>
<b>Gender</b>	
Male	41
Female	60
<b>Live within...</b>	
Town of Whitecourt	87
Woodlands County	13
<b>Number of years lived in the Town of Whitecourt / Woodlands county</b>	
Less than 1 year	2
1 to 5 years	22
6 to 10 years	15
More than 10 years	61
<b>Mean</b>	17 years
<b>Age</b>	
18 to 24 years	2
25 to 34 years	18
35 to 44 years	27
45 to 54 years	28
65 years and older	8
Refuse	1
<b>Mean</b>	46 years
<b>Home ownership</b>	
Own	89
Rent	11
Not stated	1
<b>House hold composition</b>	
Under 5 years older	18
Between 5 to 9 years old	20
Between 10 and 14 years old	20
between 15 and 18 years old	21
between 19 and 44 years old	63
Between 45 and 64 years old	50
65 years of age or older	9
Average household size	3.14 people
<b>Highest level of education</b>	
Less than high school	6
Graduated high school	24
Some college, technical or vocational	8
Graduated college, technical or vocational	39
Some university	3
Graduated university	20
Not Stated	1

<b>Marital Status</b>	
Single, that is, never married	8
Married/Common-law	82
Divorced	6
Widowed	3
Separated	2
Refused	1
<b>Employment Status</b>	
Working full-time, including self-employment	60
Working part-time, including self-employment	15
Unemployed	4
Student	1
Retired	9
Homemaker	10
Not stated	1
<b>Total household income</b>	
Less than \$20,000	3
\$20,000 to less than \$30,000	2
\$30,000 to less than \$40,000	4
\$40,000 to less than \$50,000	4
\$50,000 to less than \$60,000	6
\$60,000 to less than \$70,000	3
\$70,000 to less than \$80,000	8
\$80,000 to less than \$90,000	6
\$90,000 to less than \$100,000	9
More than \$100,000	39
Refused	18

**APPENDIX A**  
**SURVEY INSTRUMENT**

# Town of Whitecourt and Woodlands County

## Arts Facility General Public Survey

FINAL May 27, 2009

### Introduction:

Hello, my name is \_\_\_\_\_ with Banister Research, a professional research firm. We have been contracted to conduct a survey on behalf of the Town of Whitecourt and Woodlands County regarding the need for an Arts Facility. The enhancement of the Arts has been identified as a community goal.

Your household has been randomly dialed to participate in this study. I would like to assure you that we are not selling or promoting anything and that all your responses will be kept completely anonymous. Your views are very important to the successful completion of this study.

**[If they have questions about the study they can be referred to Jay Granley, Town of Whitecourt at 780-778-2273]**

A. For this study, I need to speak to the male or female head of the household. Is that person available?

- |                          |  |
|--------------------------|--|
| 1. Yes, speaking         | <b>Continue</b>  |
| 2. Yes, I'll get him/her | <b>Repeat Introduction and Continue</b>                              |
| 3. Not now               | <b>Arrange Callback and Record First Name of Selected Respondent</b> |

B. **Record Gender:**

1. Male
2. Female

C. **DO YOU LIVE WITHIN...**

- |                       |    |
|-----------------------|----|
| 1. Town of Whitecourt | OR |
| 2. Woodlands County   |    |

IF NO TO BOTH – THANK AND TERMINATE

- D. This interview will take about 10 minutes. Is this a convenient time for us to talk, or should we call you back?

- |                        |                         |
|------------------------|-------------------------|
| 1. Convenient time     | <b>Continue</b>         |
| 2. Not convenient time | <b>Arrange Callback</b> |

**Current Household Participation**

1. In the past 12 months, have you or any members of your household participated in or been a spectator of any of the following arts related activities?

1. Yes
2. No
- F5 Don't know

1. Music lessons or performances
2. Dance lessons or performances
3. Recitals
4. Live theatre
5. Dinner theatre
6. Music Concerts
7. Painting
8. Pottery
9. Lecture series
10. Other arts activities (**Specify**) \_\_\_\_\_

2. [For each "yes" in Q.1] Would you say the members of your household, as a whole, participate in these types of activities...

1. Frequently, 3 or more times a week
2. Somewhat frequently, once or twice a week
3. Occasionally, 2 or 3 times a month
4. Rarely, less than once a month
5. Never
- F5. (Don't know)

**Performing Arts**

3. Please think about your household's **performing arts** needs, including music, dance recitals, live theatre, lecture series, taped performances or concerts, either as a participant or as a spectator. How likely would someone from your household be to use an arts facility located in the Town of Whitecourt/Woodlands County area for the **performing arts**?

1. Very unlikely

.

5. Very likely

F5 Don't know

**Visual Arts**

4. Now, think about your household's **visual arts** needs, including painting, pottery, photography and multi-media studios, either as a participant or as a spectator. How likely would someone from your household be to use an arts facility located in the Town of Whitecourt/Woodlands County area for the **visual arts**?

1. Very unlikely

.

5. Very likely

F5 Don't know

**Viewing Galleries**

5. Now, think about your household's **art viewing and appreciation** needs, including art exhibits, art demonstrations and purchasing art, either as a participant or as a spectator for entertainment. How likely would someone from your household be to use an arts facility located in the Town of Whitecourt/Woodlands County area for **art viewing and appreciation**?

1. Very unlikely

.

5. Very likely

F5 Don't know



### **Multipurpose and Meetings Spaces**

6. Now, think about your household's **multipurpose and meeting space** needs, including space for team meetings, graduation ceremonies, awards ceremonies, and other community arts and events, either as a participant or as a spectator. How likely would someone from your household be to use an arts facility located in the Town of Whitecourt/Woodlands County area for **multipurpose and meeting space**?

1. Very unlikely

5. Very likely

F5 Don't know

### **Facility Priorities**

7. Given the different activities and features I have mentioned, which of the following would be your top priority in the development of an arts facility in the Whitecourt area:

1. Top mention
2. Second mention
3. Third mention
4. Fourth mention

- a. Performing arts (music, dance, recitals, live theatre, taped performances, etc.)
  - b. Visual arts (painting, pottery, multi-media studios, etc.)
  - c. Art viewing and appreciation (art exhibits, etc.)
  - d. Multipurpose and meeting space (group/team meetings, etc.)
- F5 Don't know

8. What other activities would members of your household like to see accommodated at an arts facility in the Whitecourt area?

\_\_\_\_\_ **(RECORD VERBATIM)**

**Future Planning**

9. Thinking about the services and facilities currently available within the Whitecourt area are there **any other services or facilities** that should be a priority?

- 1. Yes
- 2. No           **GO TO Q.11**
- F5    Don't know

10. [If Yes to Q.9] Please list your household's top three priorities for future Whitecourt and area facilities and services.

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 9.    None/Nothing
- F5    Don't know

**Potential Facility Costs**

11. Assuming that an arts facility could be constructed without any increase in property taxes, would you support the development of an arts facility in the Whitecourt area?

- 1.    Yes
- 2.    No           **GO TO Q.14**
- F5    Don't know

12. Should it be determined that an increase in property taxes is required to support the development and operation of an arts facility, would you support an increase in your property taxes?

- 1.    Yes
- 2.    No           **GO TO Q.14**
- F5    Don't know

13. [IF YES TO Q.12] How much of an increase in taxes would you be willing to pay to support these costs?

- 1. Less than \$50 per year
- 2. Between \$50 and \$74 per year
- 3. Between \$75 and \$99 per year
- 4. Between \$100 and \$149 per year
- 5. \$150 per year or more
- F5 Don't know

14. Do you have any additional comments regarding the development of an arts facility in the Whitecourt area?

- 1. No
- 2. Yes, specify:

\_\_\_\_\_

F5 Don't know

**Potential Use of Transit System**

The Town of Whitecourt is currently exploring the need for a public transit system within Whitecourt. The following questions relate to your potential use of a public transit system within the Town of Whitecourt.

**IF Q.C = 2, skip to Q. 23**

15. Using a scale of 1 to 5, where 1 means very unlikely and 5 means very likely, please indicate how likely you or members of your household would be to access this internal transit system...?

- 1. Very unlikely
- .
- 5. Very likely
- F5 Don't know

16a. [IF 1 OR 2 to Q.15] Why would you or members of your household be unlikely to use a public transit service within Whitecourt?

RECORD VERBATIM

GO TO Q.23

16b. [IF 3, 4, OR 5 to Q.15] Would you or members of your household use the service...?

1. On weekdays
2. On weekend days
3. Both weekdays and weekend days

17. How often would you, or members of your household, access this transit service?

1. More than once a day
2. Once a day
3. 3 to 4 times per week
4. 1 to 2 times per week
5. 2 to 3 times per month
6. Once a month
7. Less than once a month
8. Other (Specify) \_\_\_\_\_

18. What would be the maximum walking distance to a bus stop you would consider before choosing another form of transportation?

1. Bus stop within 5 minute walk of residence
2. Bus stop within 10 minute walk of residence
3. Bus stop within 15 minute walk of residence
4. Other (Specify) \_\_\_\_\_

19. And would you, or members of your household, access this transit service on...

1. Yes
2. No
- F5 (Don't know)

1. Weekday peak morning hours (5:30 am to 8:30 am)
2. Weekday peak evening hours (3 pm to 6 pm)
3. Weekday mid-day hours (8:30 am to 3 pm)
4. Weekday evenings (6pm to 12 pm)
5. On weekends



20. And thinking about the price for a **single ride** fare for transit service in the Town of Whitecourt, do you think that (**\$2.00 / \$2.50 / \$3.00, rotate amounts, asking 1 cost of the 3 potential costs each time**) for a single adult ticket is...?

- 1. Very inexpensive
- .
- 5. Very expensive
- F5 Don't know

21. Thinking about the price for a **monthly commuter** transit pass in the Town of Whitecourt, do you think that (**\$50 / \$60 / \$70, rotate amounts, asking 1 cost of the 3 potential costs each time**) for an adult monthly pass is...?

- 1. Very inexpensive
- .
- 5. Very expensive
- F5 Don't know

22. Do you have any additional comments regarding a public transit system within the Town of Whitecourt?

\_\_\_\_\_ **RECORD VERBATIM**

**Respondents Characteristics:**

As different people may have different views and needs, the next few questions allow us to group and analyze the data to determine if there are differences.

23. About how long have you lived in the Town of Whitecourt/Woodland County?

\_\_\_\_\_ **Record number of years**  
F5 (Don't know)

24. In what year were you born?

\_\_\_\_\_ **Record Year**

F5 (Don't know)

25. Do you currently own or rent your home?

1. Own
  2. Rent
- F5 (Don't know)

26. Including yourself, how many people in each of the following age groups live in your household? How many are...

1. Under 5 years older
  2. Between 5 to 9 years old
  3. Between 10 and 14 years old
  4. between 15 and 18 years old
  5. between 19 and 44 years old
  6. Between 45 and 64 years old
  7. 65 years of age or older
- F5 (Don't know)

27. What is the highest level of education you have achieved?

1. Less than high school
  2. Graduated high school
  3. Some college, technical or vocational school
  4. Graduated college, technical or vocational school
  5. Some university
  6. Graduated university
- F5 (Don't know)

28. Which of the following best describes your marital status?

1. Single, that is, never married
  2. Married or living together as a couple
  3. Widowed
  4. Separated
  5. or Divorced
- F5 (Don't know)



29. What is your current employment status?
1. Working full time, including self-employment
  2. Working part time, including self-employment
  3. Homemaker
  4. Student
  5. Not employed
  6. Retired
  - F5 (Not stated)
30. Into which of the following categories would you place your total household income before taxes for last year, that is for 2008?
1. Less than \$20,000
  2. \$20,000 to less than \$30,000
  3. \$30,000 to less than \$40,000
  4. \$40,000 to less than \$50,000
  5. \$50,000 to less than \$60,000
  6. \$60,000 to less than \$70,000
  7. \$70,000 to less than \$80,000
  8. \$80,000 to less than \$90,000
  9. \$90,000 to less than \$100,000
  10. \$100,000 or more
  - F5 (Don't know)

### **Additional Research**

The Town of Whitecourt and Woodlands County are interested in conducting additional research with interested residents regarding services and facilities. If you would be willing to participate, please provide your contact information below.

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Do we have your permission to collect and release your contact information? Please be assured that only your contact information will be released and none of your responses to this survey will be linked to you in any way.

1. Yes
2. No

***Thank you very much for your participation.***



**Banister**  
Research & Consulting Inc.

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Whitecourt  
held on Monday, September 23, 2013**

- Present:** Mayor Thain; Deputy Mayor McAree; Councillors Chartrand, Chichak, Hodgson, Schlosser, and Strebchuk; Chief Administrative Officer Smyl; and Recording Secretary Ashcroft.
- Call to Order:** The Meeting was called to order at 7:00 p.m. Mayor Thain presiding.
- Adoption of the Agenda:** 13-320 Moved by Councillor Chichak  
That the agenda be adopted as presented.  
- CARRIED UNANIMOUSLY.
- Minutes from the September 9, 2013 Regular Meeting of Council:** 13-321 Moved by Deputy Mayor McAree  
That the Minutes of the Regular Meeting of Council held September 9, 2013, be adopted as presented.  
- CARRIED.
- Visitors & Delegations:** The Chief Administrative Officer introduced Dan Guenette, President of Whitecourt Trailblazers Snowmobile Club to present information on the 2015 World Snowmobile Invasion.  
  
Mr. Guenette, played a short video presentation to Council and explained that the event would commemorate 35 years of service within the community for the Trailblazers. Activities would include a freestyle event featuring Winter X Riders, snowmobile rally, snowmobile parade, evening entertainment, family activities, and more.  
  
Mr. Guenette also mentioned that the Trailblazers will have a booth at the Alberta Snowmobile & Powersports Show in Edmonton from October 18 to October 20 and that they could use volunteers.  
  
13-322 Moved by Councillor Strebchuk  
That Council recognize the presence of Dan Guenette, President of Whitecourt Trailblazers Snowmobile Club and Event Planner Cindy Brooks.  
- CARRIED.
- Business Arising from Visitors & Delegations:** 2015 World Snowmobile Invasion Event Presentation:  
13-323 Moved by Councillor Strebchuk  
That Council accept the Whitecourt Trailblazers Snowmobile Club presentation as information; and  
  
That Council and Administration volunteer if schedules allow at the Alberta Snowmobile & Powersports Show.  
- CARRIED.
- Community Services Advisory Board Planning Session:** The Chief Administrative Officer introduced the Director of Community Services who informed Council that the Community Services Advisory Board and staff hold annual planning sessions where they review recreation, parks, cultural, FCSS, community programs, and services.  
  
The Director introduced Gordon Nendsa, Board Chair, who provided an update of the recent planning session. Mr. Nendsa stated that there were no existing services that were identified for significant changes or elimination, and that Board members felt that most programs were meeting the needs of the community. It was felt that the Board should continue with current services, with annual reviews through the yearly budget process, and continue with their planning sessions.  
  
Mr. Nendsa reviewed the top priorities as identified by the Community Services Advisory Board.  
  
13-324 Moved by Councillor Hodgson  
That Council accept the recommendation from the Community Services Advisory Board and adopt the Community Services Planning Session as information.  
- CARRIED.
- Transit Question on Municipal Election Ballot:** The Chief Administrative Officer stated that Council had discussed the potential of adding a question regarding public transit to the election ballot and was originally presented at the September 9 Council meeting; and at that time it was agreed that the Ad Hoc Transit Committee needed to provide further information.

Brian Ames, Ad Hoc Transit Committee Member, informed Council that the Committee contacted the Town of Hinton for their information. The Town of Hinton has a transit system which has been in operation for the last six years, and provides a similar comparison to Whitecourt in regard to population, industry, tax base, and community topography.

The Committee agreed that an information campaign must be implemented for residents to become more informed on the topic prior to voting on the question. Information that would be provided to the residents would include service rationale, operational goals, potential use, finances and tax subsidy implications.

13-325 Moved by Councillor Chichak

That Council approve a non-binding question to be placed on the 2013 Municipal Election as follows: "Would you be in favour of a user pay public transit system in the Town of Whitecourt, subsidized by the municipal tax base?"

Councillor Chartrand requested a Recorded Vote.

Votes in Favor of the Motion: Mayor Thain; Councillors Chartrand, Chichak, Hodgson, Schlosser, and Strebchuk.

Votes in Opposition of the Motion: Deputy Mayor McAree.

- MOTION CARRIED.

Scott Safety Centre  
Ice Cancellation  
Policy:

The Chief Administrative Officer stated that the Policies and Priorities Committee has recommended that the Scott Safety Centre Ice Cancellation policy be amended to require one week notice for cancelling reserved ice time.

13-326 Moved by Councillor Hodgson

That Council accept the recommendation from the Policies and Priorities Committee and adopt Policy 72-012 – Scott Safety Centre Ice Cancellation as presented.

- CARRIED.

Auditor  
Appointment:

The Chief Administrative Officer introduced the Director of Corporate Services who informed Council that the Auditing contract has expired. In accordance with Policy 13-012, audit services need to be tendered every three years. Hawkings EPP Dumont had been the auditor for the previous term and demonstrated a sound working knowledge of the generally accepted accounting principles for Municipal Governments.

13-327 Moved by Councillor Chartrand

That Council accept the recommendation by the Policies and Priorities Committee, and appoint Hawkings EPP Dumont as the Town's auditor for total cost of \$84,750 plus GST for a three year term commencing with the 2013 fiscal year audit.

- CARRIED.

Council Committee  
Evaluation:

The Chief Administrative Officer stated that as per Policy 11-002 – Council Committees, an annual assessment of the efficiency and effectiveness of all Council Committees is to be conducted by the Policies and Priorities Committee.

13-328 Moved by Councillor Strebchuk

That Council accept the recommendation from the Policies and Priorities Committee, and adopt Policy 11-002 – Council Committees as presented.

- CARRIED.

2013 Honorarium  
Review:

The Chief Administrative Officer noted that the Policies and Priorities Committee had the opportunity to review information provided by the Council Compensation Committee, and recommended an additional per diem for attending meetings in excess of 8 hours and a maximum daily charge.

13-329 Moved by Deputy Mayor McAree

That Council accept the recommendation from the Policies and Priorities Committee, and approve Policy 11-006 – Honorariums and Council Per Diem Compensation, Benefits, and Allowances as presented.

- CARRIED.

Electronic Tabulator  
Bylaw 1487:

The Chief Administrative Officer stated that an automated vote counting system was approved in May but as per the Local Authorities Election Act, a Bylaw may be passed outlining procedures for the taking of votes by means of voting machines.

13-330 Moved by Councillor Hodgson

That Bylaw 1487 be given first reading. - CARRIED.

13-331 Moved by Councillor Strebchuk

That Bylaw 1487 be given second reading. - CARRIED.

13-332 Moved by Councillor Schlosser

That Council proceed to third and final reading of Bylaw 1487. - CARRIED UNANIMOUSLY.

13-333 Moved by Councillor Chichak

That Bylaw 1487 be given third reading. - CARRIED.

CN EcoConnexions  
Project Launch  
Event:

The Chief Administrative Officer stated the Town of Whitecourt was awarded \$25,000 from the CN EcoConnexions From the Ground Up Program which was in partnership with TreeCanada and Communities in Bloom. The dollars would be used to transform the intersection of Highway 43 and 51 Street by soil replacement, sod, and planting of approximately 120 trees (spruce/elm/ash) which works with the Town of Whitecourt Vitalization Plan. This project will enhance the visual appeal of this area for residents, visitors, and create a welcoming entrance to the heart of our community.

The project launch event was scheduled for Tuesday, October 1, at 10:30am and members of the Whitecourt Vitalization Committee, the Chamber of Commerce, local media, representatives from CN Rail, and Communities In Bloom were invited.

13-334 Moved by Councillor Chichak

That Council be authorized to attend the CN EcoConnexions Project Launch Event on Tuesday, October 1, 2013. - CARRIED.

Cancellation of the  
October 21, 2013  
Policies and  
Priorities  
Committee Meeting:

The Chief Administrative Officer stated that due to the October 2013 Municipal Election, Administration recommended cancelling the October 21, 2013 Policies and Priorities Committee meeting.

13-335 Moved by Councillor Hodgson

That Council accept the cancellation of the October 21, 2013 Policies and Priorities Committee Meeting. - CARRIED.

Regional  
Collaboration  
Program – Regional  
Water Study:

The Chief Administrative Officer stated that the Town of Mayerthorpe had applied in partnership with a number of regional municipalities, including Whitecourt, to the Regional Collaboration Program to conduct the Regional Water Feasibility Study. Municipal Affairs approved a grant for \$125,000.

The Town of Whitecourt would act as the "hub" for any regional water system, with water mains, reservoirs and pumping stations placed along the distribution network. The new Whitecourt water treatment plant has the capacity to serve the expanded area with only minor upgrades required.

13-336 Moved by Deputy Mayor McAree

That Council accept the Regional Water Feasibility Study grant approval as information. - CARRIED.

Small Business  
Week:

The Chief Administrative Officer stated that Small Business Week was scheduled for October 20 to 26 and with a goal to provide support to the small businesses in the community and to promote business and potential business development.

Events were planned for October 23 to October 25 and will consist of business workshops and seminars; and Council was invited to attend.

13-337 Moved by Councillor Strebchuk

That Council be authorized to attend the October 23 and October 25 Small Business Week events.

- CARRIED.

Subdivision W13-309 (In Committee):

13-338 Moved by Councillor Hodgson

That Council move Subdivision W13-309 item to Committee of the Whole for discussion.

- CARRIED.

Councillor Reports:

Councillor Chartrand stated that she had attended the Municipal Government Board Workshop on assessment, Transit Steering Committee and Library Board meeting. She stated that the Library has many children and young adult programs and would be great if the facility could be included in the Spectrum booklet. Councillor Chartrand attended the Protective Services Meeting and stated that the RCMP are spending additional resources on mental health cases.

Councillor Schlosser stated that he had attended the Committee Appreciation Reception and was concerned over lack of attendance.

Councillor Hodgson attended the Community Services Advisory Board meeting and Performing Arts meeting where the Trailblazers made a presentation. Attended Allan & Jean Millar Centre's 5<sup>th</sup> Anniversary and stated that the facility has great sponsors who enhance the community. Councillor Hodgson also attended the Committee Appreciation Reception and stated that it was great that these volunteers are recognized.

Councillor Strebchuk stated that there is an Open House at the Airport on October 9 at 7:00pm and all Councillors should try and attend. Councillor Strebchuk attended the Joint Liaison Committee, Chamber of Commerce meeting, and stated that the 2015 World Snowmobile Invasion will be amazing. He also stated that he had been communicating with a Prince Rupert Port Authority that is looking at business outside BC – oil sector, shipping, etc. He also stated that the Lac St. Anne project at Spruceview Lodge will fix their drainage issue at a cost of \$7,000.00.

Councillor Chichak also attended the Allan & Jean Millar Centre 5<sup>th</sup> Anniversary and Committee Appreciation Reception.

Deputy Mayor McAree attended the Joint Economic Development & Tourism Committee meeting, and Youth Advisory Committee.

Mayor Thain attended the Joint Economic Development & Tourism Committee meeting, Municipal Government Board Workshop, Protective Services Committee, 2015 World Snowmobile Invasion Event, and Committee Appreciation Reception. Mayor Thain also attended the Alberta Forest Products Association Conference and meet with the Honourable Diana McQueen, Minister of Environment and Sustainable Resource Development, and other MLA's in Jasper.

13-339 Moved by Councillor Schlosser

That Council accept the Councillor Reports item as information.

- CARRIED.

Items of Information:

13-340 Moved by Councillor Hodgson

That Council accept the following items as information:

- a) Town Accounts – Cheque - #039646 - #039871;
- b) Letter dated August 14, 2013 from Honourable Doug Griffiths, Minister of Municipal Affairs regarding the Municipal Sustainability Initiative;
- c) Letter dated September 10, 2013 from Roni Pagliuso, Manager of Program Development and Support, Alberta Justice and Solicitor General regarding Alberta Police and Peace Officers' Memorial Day 2013;
- d) Emailed letter dated September 04, 2013 regarding AlbertaWorks Job Fair scheduled for Wednesday, September 25, 2013;
- e) Mayor's Calendar; and
- f) Council's Calendar.

- CARRIED.

The meeting recessed. Time: 8:26 p.m.

The meeting reconvened. Time: 8:40 p.m.

13-341 Moved by Councillor Strebchuk

That the Regular Meeting of Council go into Committee of the Whole Meeting. Time: 8:41 p.m.

- CARRIED.

13-342 Moved by Councillor Chichak

That Council revert to the Regular Meeting. Time: 9:45 p.m.

- CARRIED.

Subdivision W13-309:

13-343 Moved by Councillor Chichak

To authorize management to enter into an agreement with 989007 Alberta Ltd. to register a covenant against Lot 6, Block 1, Plan 113-\_\_\_ for the percentage of cost associated with the upgrade of 47 Avenue to urban standards and deferment of the pathway, landscaping and approaches on the west side of 49<sup>th</sup> Street until development occurs on Lot C.

- CARRIED.

Adjournment:

13-344 Moved by Deputy Mayor McAree

That the Regular Meeting of Council be adjourned. Time: 9:50 p.m.

- CARRIED.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer

**PRESS RELEASE**  
**October 21, 2013**  
**2013 Municipal Election - Unofficial Municipal Election Results**

	<b>Candidates:</b>	<b>Votes Received:</b>
<b>Mayor</b>	<b>Chichak, Maryann Irene</b>	<b>1,091</b>
	Thain, Trevor	734
<b>Councillor</b>	<b>Chartrand, Darlene</b>	<b>1,301</b>
	<b>Schlosser, Derek</b>	<b>1,196</b>
	<b>Hodgson, Norman</b>	<b>1,182</b>
	<b>McAree, Bill William Maurice</b>	<b>1,135</b>
	<b>Chauvet, Paul</b>	<b>1,034</b>
	<b>Moncur, Eris</b>	<b>889</b>
	Haller, Cody Jacob Norman	687
	Lupyczuk, Paul	572
	Bliznicenko, Orest	461

Question: "Would you be in favour of a user pay public transit system in the Town of Whitecourt, subsidized by the municipal tax base?"

<b>Yes</b>	<b>1,111</b>
No	666

- 30 -

For more information, please contact:

Ken Ferguson  
 Returning Officer  
 780-706-6655

Tara Gallant  
 Communication/Project Coordinator  
 Town of Whitecourt  
 780-778-2273  
 taragallant@whitecourt.ca



5004 52 Avenue, Box 509, Whitecourt AB T7S 1N6  
 Phone /780.778.2273 Fax /780.778.4166  
[www.whitecourt.ca](http://www.whitecourt.ca)

## Request For Decision (RFD)

Meeting:	<b>Joint Liaison Committee</b>
Meeting Date:	March 20, 2014
Originated By:	Luc Mercier, Chief Administrative Officer
Title:	<b>Dial-a-Bus</b>

### PROPOSAL & BACKGROUND:

With the increased demands for "bus" type service in Woodlands County, it would be beneficial to discuss the bussing needs from a mutual perspective.

### DISCUSSION on BENEFITS, DISADVANTAGES & OPTIONS:

Mayor Rennie will speak further to this.

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Joint Liaison Committee accept the bussing discussion as information.

<b>Initials</b>	<b>CAO Comments</b>
Dept. Head:	CAO: <i>LM</i>

**BYLAW NO. 1523**

**OF THE TOWN OF WHITECOURT  
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE FOR THE ESTABLISHMENT OF A COMMUNITY SERVICES ADVISORY  
BOARD AND TO OUTLINE THE DUTIES AND RESPONSIBILITIES OF SUCH A BOARD.**

**WHEREAS**, Council deems it expedient and proper to provide Family and Community Support Services and Public Transportation Services in the Town of Whitecourt and area; and

**WHEREAS**, Council deems it expedient and proper to provide Parks and Recreation Services in the Town of Whitecourt and area; and

**WHEREAS**, Council deems it expedient and proper that Family, Community, Public Transportation, Parks and Recreation Services for the Town of Whitecourt and area be under the auspices of one Board.

**NOW THEREFORE**, under the authority and subject to the provisions of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, and the Family and Community Services Act, being Chapter F-3 of the Revised Statutes of Alberta, 2000, and amendments thereto, the Municipal Council of the Town of Whitecourt, in the Province of Alberta, duly assembled, enacts as follows:

1. That there shall be a Board known as the Whitecourt Community Services Advisory Board, hereinafter referred to as "the Board."
2. That the Board shall consist of seven (7) voting members of which,
  - a) Six (6) members shall be appointed by resolution by Whitecourt Town Council in the following manner:
    - i. One (1) member from Whitecourt Town Council;
    - ii. Five (5) members from the public at large.
  - b) One (1) member of Woodlands County Council as appointed by Woodlands County Council.
3. That the term of a member is at the discretion of the authority that made the appointment, as outlined in Clause 2, and that the normal term of office shall be as follows:
  - a) Public at large members shall be appointed for a maximum three (3) year term in such a manner that public at large members rotate their terms so that no more than one-half of the Board members shall change in any one year.
  - b) Town Council and Woodlands County Council representatives for a one (1) year term.
4. That all members shall remain in office until their respective successors are appointed.
5. That no employee of the Town of Whitecourt or Woodlands County may serve as a member of the Board.
6. That in the event of a vacancy occurring on the Board, the appointing authority shall appoint a replacement within two (2) months of the occurrence and the person appointed to fill such vacancy shall hold office for the remainder of the term of the position vacated.
7. That all persons appointed by Whitecourt Town Council as a member of the Board shall be residents of the Town of Whitecourt or the cost-sharing agreement area of Woodlands County as outlined in the Whitecourt-Woodlands County Inter-Municipal Cost Contribution Agreement and shall qualify to remain as a member only during such time as they continue to be residents of the Town of Whitecourt or Woodlands County agreement area. At no time shall the number of members from Woodlands County exceed the number of members from the Town.
8. That retiring members shall be eligible for re-appointment.
9. The Whitecourt Town Council shall be notified in writing by the Director of Community Services when any member of the Board is absent for three consecutive regularly scheduled meetings of the Board. Such notice shall include any reasons supplied by the member for the absences. Town Council at its sole discretion may determine to excuse the absences or may determine to rescind the member's appointment to the Board. The rescinding decision shall constitute a vacancy of membership on the Board.
10. That the appointed members of the Board shall hold office at the pleasure of the Town and any member may resign at any time by submitting a written resignation to Town Council.
11. That Regular Meetings of the Board shall be held monthly but may be changed by the Board from time to time as the Board may deem advisable. The time and place of such Regular

Meetings are to be determined by the Board. Regular Meetings shall be open to the public; Committees of the Whole or Special Committee Meetings may be held in camera at the discretion of the Board.

12. That Special Meetings may be called on three (3) clear days written notice by the Chair or at the request of any four (4) members of the Board. The Board may, by unanimous consent, waive notice of the Special Meeting.
13. That a minute book shall be kept and minutes of all Regular and Special Meetings shall be recorded therein by the recording secretary. Copies of all minutes shall be submitted to the Chief Administrative Officer of the Town of Whitecourt.
14. That a quorum of the Board shall be a simple majority of the serving Board members.
15. That the Chair of a meeting and all members shall vote on all questions and in the event of a tie vote the motion shall be lost.
16. That the Board may appoint sub-committees as required from time to time.
17. That at the first meeting of the Board and thereafter, at a meeting held in the month of November of each year, the Board shall choose:
  - a) A Chair;
  - b) A Vice-Chair;
  - c) Standing committees as required.

Only non-elected Board members shall be eligible for the Chair or Vice-Chair position.

18. That the Board shall make recommendations to the Town Council for the formation of policies and the rules and regulations thereunder, as it may deem necessary from time to time.
19. That the goal of the Board shall be the creation of a healthy, strong community by meeting the leisure and social needs of the community.
20. That the Board shall be concerned with community issues that enhance, strengthen, and stabilize family and community life. The Board shall be concerned with the growth and development of a broad range of programs to help prevent family or community social breakdown and to help prevent the development of personal or family crises that may require major intervention or rehabilitative measures to correct.
21. That the Board shall be concerned with and make recommendations to Town Council on matters pertaining to program equipment and playgrounds and playfields athletic fields and other recreation facilities owned and operated by the Town of Whitecourt or on other properties with the written consent of owners and authorities thereof. The Board shall be concerned with the growth and development of a broad range of recreation activities and the coordination of facility development and use to provide opportunity for people of all ages to use their leisure time.
22. That the Board may be consulted on all matters affecting the development, maintenance, and use of public recreation facilities and community life facilities within the boundaries of the Town of Whitecourt and as may be provided in agreements with parties outside of the Town boundaries.
23. That the Board may be consulted on proposed purchases, sales and leases of lands to be used or being used for public recreation and social purposes.
24. That the Board shall promote and facilitate the use of volunteers in the delivery of its programs.
25. That the Board shall encourage all organizations whether public, private, civic, social or religious, which are supporting, promoting and working for family and community life and recreational activity within the area of the Board's jurisdiction.
26. That the Board shall hear and consider representations arranged by appointment by any individual, organization, or delegations arising therefrom with respect to Community Service matters.
27. That the Board shall recommend to Town Council an annual budget of estimated Community Services revenues and expenditures for the next following year. Budget estimates shall also be submitted to authorities contributing by agreement to Community Services costs, as required under the terms of such agreement.
28. That the Board shall complete annual reports of the Board's activities for submission to Town Council. Such reports will also be submitted to any contributing Council with which the Town

has a cost sharing agreement. The reports shall be submitted before July 1<sup>st</sup> of the succeeding year.

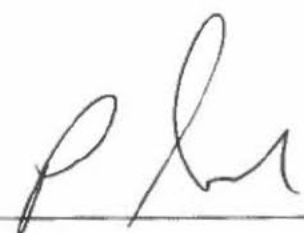
29. That neither the Board nor any members thereof shall have the power to pledge the credit of the Town or enter into contracts for any matters whatsoever on behalf of the Town.
30. That the Chair or Vice Chair with the Director of Community Services or the Director's designate present shall make presentations on behalf of the Board to Town Council. Upon the Chair or Vice Chair being unavailable another member of the Board may be designated to make such representation.
31. That Bylaw 1080, and any amendments there to, is hereby rescinded in its entirety.
32. That this Bylaw shall take effect upon the date of final passing.

READ a first time this 28 day of November 2016.

READ a second time this 28 day of November, 2016.

READ a third time this 28 day of November, 2016.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
CAO

Signed by the Mayor and CAO this 16 day of December, 2016.

has a cost sharing agreement. The reports shall be submitted before July 1<sup>st</sup> of the succeeding year.

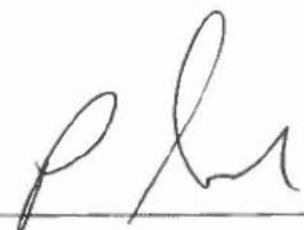
29. That neither the Board nor any members thereof shall have the power to pledge the credit of the Town or enter into contracts for any matters whatsoever on behalf of the Town.
30. That the Chair or Vice Chair with the Director of Community Services or the Director's designate present shall make presentations on behalf of the Board to Town Council. Upon the Chair or Vice Chair being unavailable another member of the Board may be designated to make such representation.
31. That Bylaw 1080, and any amendments there to, is hereby rescinded in its entirety.
32. That this Bylaw shall take effect upon the date of final passing.

READ a first time this 28 day of November 2016.

READ a second time this 28 day of November, 2016.

READ a third time this 28 day of November, 2016.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
CAO

Signed by the Mayor and CAO this 16 day of December, 2016.



# Track your bus live!



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Get the app!  
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**EFFECTIVE**  
January 2021

## GET NOTICED

Generate business, build brand awareness and get noticed by advertising on Public Transit!

Advertising opportunities are available on the exterior and interior of Public Transit buses, and on bus shelters. There are various rates and options.

**Interested in learning more about advertising opportunities?** Contact 780-778-3637 or email [transit@whitecourt.ca](mailto:transit@whitecourt.ca) for more information.

# PUBLIC TRANSIT

[www.whitecourt.ca](http://www.whitecourt.ca)



## FACILITY LEGEND

- Visitor Information Centre
- RCMP
- Hospital
- Clinic
- Fire Hall
- School
- Town Office
- Seniors Circle
- Forest Interpretive Centre
- Library
- Carlan Services Community Resource Centre
- Allan & Jean Millar Centre
- Curling Rink
- Scott Safety Centre
- Eastlink Park

## BUS STOPS

Bus stop times are approximate and may vary due to road conditions and traffic delays.

**NEVER MISS YOUR BUS!** Download the TransLoc Rider App on the App Store and Google Play or visit [www.TransLocRider.com](http://www.TransLocRider.com).



Stop No.	Bus Stop Location	Departure Times														Stop No.					
		Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri	Mon-Fri		Mon-Fri				
1	Pine Rd / Caxton St	6:30am	7:00am	7:30am	8:00am	8:30am	9:00am	10:00am	11:00am	12:00pm	1:00pm	2:00pm	3:00pm	3:30pm	4:00pm	4:30pm	5:00pm	6:00pm	7:00pm	8:00pm	1
2	Westview Mobile Village	6:35am	7:05am	7:35am	8:05am	8:35am	9:05am	10:05am	11:05am	12:05pm	1:05pm	2:05pm	3:05pm	3:35pm	4:05pm	4:35pm	5:05pm	6:05pm	7:05pm	8:05pm	2
3	51 St / Home Hardware Building Centre																				3
4	51 St / 51 Ave																				4
5	Rotary Park - seasonal stop																				5
6	Midtown Mall	6:42am	7:12am	7:42am	8:12am	8:42am	9:12am	10:12am	11:12am	12:12pm	1:12pm	2:12pm	3:12pm	3:42pm	4:12pm	4:42pm	5:12pm	6:12pm	7:12pm	8:12pm	6
7	47 St / 52 Ave																				7
8	47 St / 55 Ave																				8
9	47 St / Trading Post Trail																				9
10	Trading Post Trail / Baly Rd																				10
11	Mink Creek Rd / White Crossing																				11
12	Mink Creek Rd / Olson Cr																				12
13	Mink Creek Rd / Percy Baxter School	6:47am	7:17am	7:47am	8:17am	8:47am	9:17am	10:17am	11:17am	12:17pm	1:17pm	2:17pm	3:17pm	3:47pm	4:17pm	4:47pm	5:17pm	6:17pm	7:17pm	8:17pm	13
14	Mink Creek Rd / Gunderson Dr																				14
15	Ecole St. Joseph School	6:50am	7:20am	7:50am	8:20am	8:50am	9:20am	10:20am	11:20am	12:20pm	1:20pm	2:20pm	3:20pm	3:50pm	4:20pm	4:50pm	5:20pm	6:20pm	7:20pm	8:20pm	15
16	Mink Creek Rd / Riverstone Dr																				16
17	55 Ave / Atkinson Cr																				17
18	55 Ave / 39 St																				18
19	55 Ave / River Valley Estates																				19
20	Whitecourt Walmart Shopping Centre	6:59am	7:29am	7:59am	8:29am	8:59am	9:29am	10:29am	11:29am	12:29pm	1:29pm	2:29pm	3:29pm	3:59pm	4:29pm	4:59pm	5:29pm	6:29pm	7:29pm	8:29pm	20
21	Nofrills / 52 Ave																				21
22	47 St / 51 Ave																				22
23	50 Ave / 48 St																				23
24	50 Ave / 50 St / Legion St	7:02am	7:32am	8:02am	8:32am		9:32am	10:32am	11:32am	12:32pm	1:32pm	2:32pm	3:32pm	4:02pm	4:32pm	5:02pm	5:32pm	6:32pm	7:32pm	8:32pm	24
25	51 St / 7-Eleven																				25
26	49 Ave / 50 St																				26
27	41 Ave / 41 St																				27
28	Evergreen Mobile Estates																				28
29	41 Ave / 35 St																				29
31	35 St / 37 Ave	7:09am	7:39am	8:09am	8:39am		9:39am	10:39am	11:39am	12:39pm	1:39pm	2:39pm	3:39pm	4:09pm	4:39pm	5:09pm	5:39pm	6:39pm	7:39pm	8:39pm	31
32	Kepler St / 34 Ave																				32
33	Kepler St / 37 Ave																				33
34	Kepler St / 38 Ave																				34
35	Scott Safety Centre	7:14am	7:44am	8:14am	8:44am		9:44am	10:44am	11:44am	12:44pm	1:44pm	2:44pm	3:44pm	4:14pm	4:44pm	5:14pm	5:44pm	6:44pm	7:44pm	8:44pm	35
36	Allan & Jean Millar Centre	7:22am	7:52am	8:22am	8:52am		9:52am	10:52am	11:52am	12:52pm	1:52pm	2:52pm	3:52pm*	4:22pm	4:52pm	5:22pm	5:52pm	6:52pm	7:52pm*		36
37	Spruce View Lodge																				37
38	Beaver Dr / 47 St / Millar Rd																				38
39	Pine Rd / Sandy Dr																				39
40	Pine Rd / Caxton St																				40
41	Caxton St / Park Dr North																				41
42	34 Ave / Caxton St	7:27am	7:57am	8:27am	8:57am		9:57am	10:57am	11:57am	12:57pm	1:57pm	2:57pm	3:57pm*	4:27pm	4:57pm	5:27pm	5:57pm	6:57pm	7:57pm*		42
43	Blueberry Dr / Park Dr North																				43

\*No Saturday Stops after 3:44pm

\*No Friday Stops after 7:44pm

## HOURS

Monday - Thursday  
6:30AM to 8:44PM

Friday 6:30AM to 7:44PM

Saturday 9:00AM to 3:44PM

**NO BUS SERVICE ON SUNDAYS & STATUTORY HOLIDAYS**

Evening Service (Mon-Thu) Ends at Stop 36 / 8:44pm

Evening Service (Fri) Ends at Stop 36 / 7:44pm

Saturday Service Ends at Stop 36 / 3:44pm

Morning Peak Service (Mon-Fri Only) Ends at Stop 20 / 8:59am

Evening Peak Service (Mon-Fri Only) Ends at Stop 43 / 5:28pm



Effective January 2021

# TRANSIT

## guidelines

If you are paying with cash, exact change is required upon boarding the bus. No change is provided.

Transfers will be given if requested from the driver. Transfer slips may be used within 90 minutes of the time marked on the transfer ticket.

Passes and tickets are non-refundable. The Town of Whitecourt is not responsible for lost or stolen transit passes or tickets.

Be visible at bus stops and stand back from the curb until the bus makes a complete stop. Buses do not stop at unoccupied stops unless a stop request has been made from inside the bus.

Keep your transit pass as proof of payment. Passes are non-transferable.

Dial-A-Bus monthly passes and transportation vouchers can be used on Public Transit.

Children 6 and under ride free with an adult.

Respect private property while waiting at bus stops.

Free WI-FI and bike rack available.

Bus stop times are approximate and may vary due to road conditions and traffic delays.

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Route, hours, and fares are subject to change.



**FREE  
WI-FI**

## TRANSIT FARES

Cash Fare **\$3**

Transit 10-Ticket Pack **\$25**

Adult Monthly Pass **\$70**

Senior (65+) / Youth (7-17) Monthly Pass **\$40**

Children 6 and Under **FREE**

Youth Groups **\$1** per passenger

Annual Student Pass **\$275** *Valid September 1 to August 31*  
*Students from both school districts, post secondary institutions, and the community at large qualify.*

## WHERE TO BUY

Passes & Ticket Packs can be purchased at:

**Town of Whitecourt Office** / 5004-52 Ave / Stop 4 or 6

**Allan & Jean Millar Centre** / 58 Sunset Blvd / Stop 36

**IGA** / 4802-51 Street / Stop 3

## HOURS

Monday – Thursday **6:30AM to 8:44PM**

Friday **6:30AM to 7:44PM**

Saturday **9:00AM to 3:44PM**

**NO BUS SERVICE ON SUNDAYS & STATUTORY HOLIDAYS**

## CONTACT

For more information on Public Transit:

Call 780-778-3637

Email [transit@whitecourt.ca](mailto:transit@whitecourt.ca)

Visit [www.whitecourt.ca](http://www.whitecourt.ca)



<b>Total Client Records in report</b>	<b>280</b>
Whitecourt with street address/ address unknown/box # has been determined	224
Whitecourt split -with only box number and has not been determined	10
Woodlands- in address/or whitecourt box number that has been determined	24
Woodlands- Fort Assiniboine	0
Woodlands-Lone Pine	0
Woodlands- Blue Ridge	6
Mayerthorpe with box number	7
Barrhead with box number or rural address	0
Other	3
Blank/Ask/Update in the city column	6

Contacted Post Master in Whitecourt on Thursday April 1, 2021 and she stated that at least 80% of the Box numbers are County residents.

Contacted post office in Mayerthorpe on Thursday April 1, 2021 and she stated that if we had already removed Mayerthorpe PO boxes with street addresses, she thought that about 50% of the remaining boxes would be County boxes.

Contacted post office in Barrhead on Thursday April 1, 2021 and she stated that some Woodlands County residents have Barrhead box numbers but it would be a small number because there is a post office in Fort Assiniboine; but, she also did not know how to determine the boundary between Barrhead County and Woodlands County to determine the Woodlands County box number percentage at the Barrhead post office.

name	type	Location	woodlands location
	Summer Fun Transit Combo Pass	Whitecourt	
	10 Ticket Book	Whitecourt	
	Annual Student Transit Pass	Whitecourt	
	Annual Student Transit Pass	Whitecourt	
	Annual Student Transit Pass	Whitecourt	
	Transportation Grant Transit Pass	Whitecourt	
	10 Ticket Book	Whitecourt	
	10 Ticket Book	woodlands	whitecourt box
	Annual Student Transit Pass	Whitecourt	
	Adult Transit Pass	Whitecourt	
	Summer Fun Transit Combo Pass	Whitecourt	
	Youth/Senior Transit Pass	Whitecourt	
	Annual Student Transit Pass	Whitecourt	
	Annual Student Transit Pass	Whitecourt	
	10 Ticket Book	Whitecourt	
	Transportation Grant Transit Pass	Whitecourt	
	Transportation Grant Transit Pass	Whitecourt	
	10 Ticket Book	Whitecourt	
	Adult Transit Pass	unknown	
	10 Ticket Book	whitecourt	
	10 Ticket Book	Whitecourt	
	10 Ticket Book	Whitecourt split	
	Annual Student Transit Pass	Whitecourt	
	Transportation Grant Transit Pass	Whitecourt	
	10 Ticket Book	Whitecourt	
	Summer Fun Transit Combo Pass	Whitecourt	
	Annual Student Transit Pass	Whitecourt	
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	Youth/Senior Transit Pass	Whitecourt	
	Transportation Grant Transit Pass	Whitecourt	
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Youth/Senior Transit Pass	woodlands	Blue Ridge

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 Annual Student Transit Pass Whitecourt



## Intermunicipal Collaboration Frameworks: Cost-sharing principles

### Guiding Principles

Your ICF position should be consistent and be based on rational and easy to understand principles. Consider the following principles as a way of identifying what kinds of services might be included in your ICF:

- The service is open and accessible to all regional residents (i.e. there is no discrimination based on where someone resides).
- The service is meant to serve a wider population and not a local or neighborhood specific population (e.g. local parks).
- There are established cost-sharing agreements across the province which identify the service.
- Services are municipally delivered or where municipal funding constitutes a significant proportion of the service's funding and is given on a regular, consistent basis.

### Deciding on Services

With your guiding principles in place you can move on to identifying what facilities, services or infrastructure fit those criteria. While there will naturally be some variation across the province the following areas are commonly part of cost-sharing arrangements:

- Recreation
- Culture
- Cemeteries
- Transit
- Policing
- Fire Services
- Disaster Planning
- Solid Waste
- Airports
- Social Services, including FCSS
- Municipal services provided for provincially funded facilities
- Infrastructure upgrades due to rural fringe development

### Which Costs to Include

The expenses related to a facility, service or piece of infrastructure aren't limited to just the day-to-day operational costs such as staffing and utilities, or the upfront capital cost. Be sure to look at the overall costs to your municipality including:

- Net operating expenses (i.e. subsidies)
- Long term debt payments (i.e. principle and interest)
- Repairs and maintenance
- Any operating grants

You may also consider that facilities will eventually need to be repurposed and/or replaced and that new facilities will be built. You and your neighbour may wish to discuss what steps you can take today prepare for this future need.

## Assigning Costs

Looking across the province there are already a number of models of how to handle splitting the costs of a facility, service or infrastructure asset amongst multiple municipalities. Each approach comes with their own positives and negatives.

Generally, these models include:

1. **User ratios** – Tracking which municipality a user originates from to determine overall usage by municipalities' residents.
2. **Catchment area** – Determining an acceptable catchment area for a facility or service and apportioning costs based on the populations in that area.
3. **Lump-sum** – Determining a set amount of funds to share and dispersing that set amount on an agreed upon schedule.
4. **Percentage of costs** – Agreeing on a set percentage of costs to apportion to each municipality (can be based on population, revenue-generating ability, level of funding in other agreements, etc.).

### Illustrating General Benefit

While I might not play hockey, or even have children who play hockey, I benefit from the fact that there is an arena in town.

Why? – Because my town is looking to recruit a doctor whose children do play hockey. We wouldn't stand a chance at recruiting this new doctor unless we can show her that we have things for her kids to do.

The catchment area model is the most prevalent across the province. This model also best reflects the availability of municipal services to residents in certain areas by acknowledging that not all rural residents have the same access to urban services.

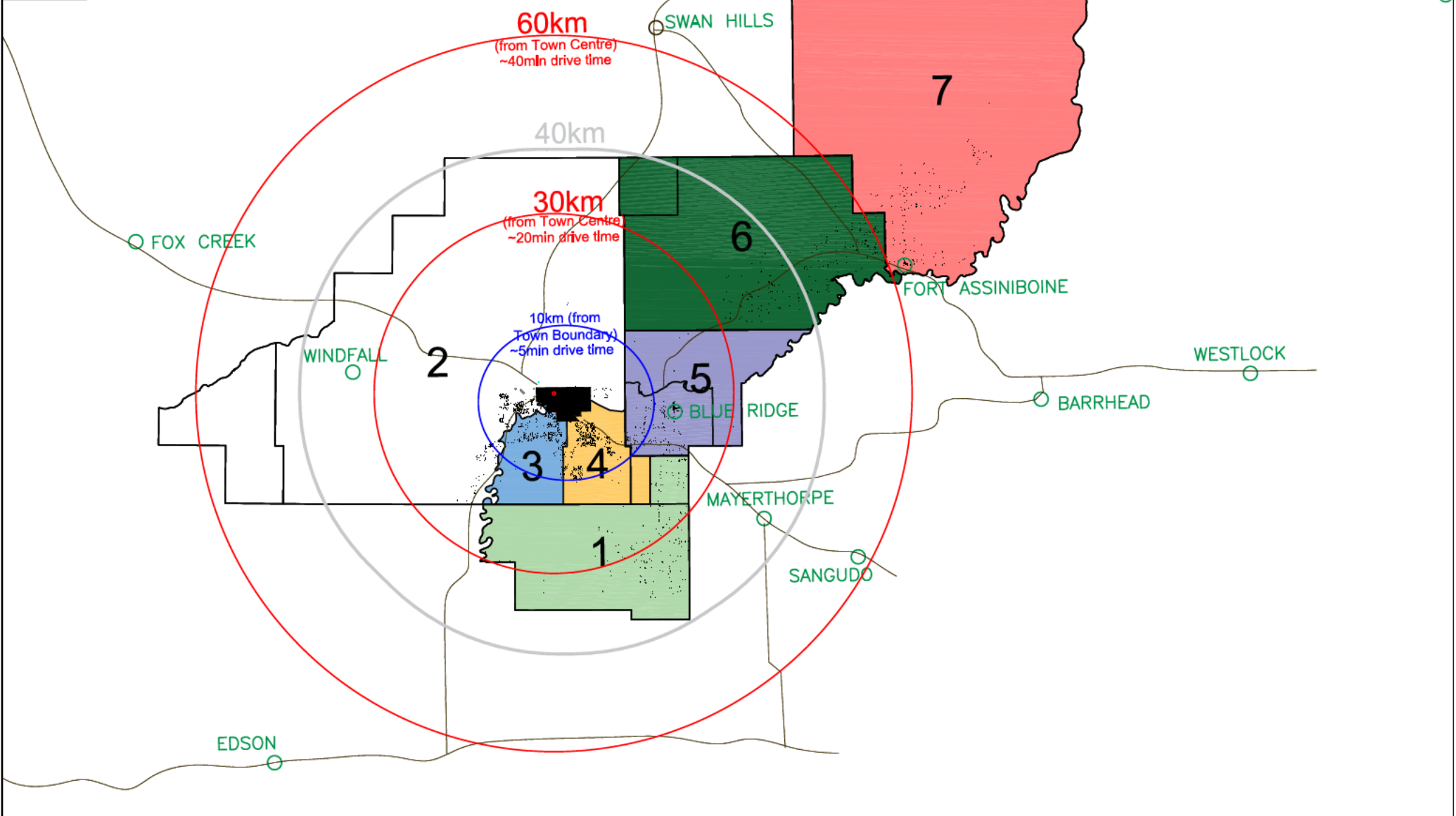
This model also offers an easy way to quantify the population of a service area and it acknowledges that a service or facility is open and accessible to any residents within a defined area. Catchment areas also recognize the concept of "general benefit" which suggests that even though an individual from another municipality may not use a specific service, they still benefit from the fact that it is publicly available in the region.

## Defining Catchment Areas

Generally, studies have shown that residents are only willing to travel so far to access services, but that they will travel further for more important or unique services. Using this idea, four catchment areas can be defined based on availability of a service to regional residents. Ways to define these areas could include:

- Entire Rural Municipality footprint & Total Rural Municipal Population
  - o To be used for facilities/services that are unique in the region.
- Population within a 40-minute drive time
  - o Measured either from either the center of the urban municipality or from a particular facility.
  - o To be used for facilities/services that significant regional draw.
- Population within a 20-minute drive time
  - o Measured either from either the center of the urban municipality or from a particular facility.
  - o To be used for facilities/services that may be duplicated in the region, but where people would likely be drawn to using the one closest to where they live.
- Population within a 5-minute drive-time
  - o Measured from the boundary of the urban municipality.
  - o To be used for facilities/services, or infrastructure, that directly serve rural residents on a daily basis.

Electoral District	Population	30km Radius (% of Population)	60km Radius (% of Population)	10km Radius (% of Population)
1 - Anselmo	460	60%	100%	0%
2 - Whitecourt West	868	100%	100%	80%
3 - Whitecourt Central	748	100%	100%	100%
4 - Whitecourt East	1157	100%	100%	100%
5 - Blue Ridge	661	80%	100%	20%
6 - Goose Lake	403	15%	100%	0%
7 - Fort Assiniboine	457	0%	0%	0%
<b>Total</b>	<b>4754</b>	<b>3772</b>	<b>4297</b>	<b>2558</b>



Transit Administrative Overhead			
	Salaries and Benefits	Operating Overhead %	Total
Corporate Services	\$ 1,572,977	1.43%	\$ 22,494
Community Safety	\$ 190,624	1.43%	2,726
Planning and Development	\$ -	1.43%	-
Infrastructure	\$ 316,240	1.43%	4,522
Administrative Expenditures	\$ 7,733		\$ 7,733
<b>Total Administrative Overhead</b>			<b>\$ 37,475</b>

**Transit Administration Overhead Fee**

Position	2021 Salary and Benefits		% Allocated
Controller			1.43%
Senior Finance Clerk			1.43%
Tax Clerk			0.00%
Utility Clerk			0.00%
Reception			1.43%
Payroll coordinator			1.43%
Payroll Administration			1.43%
A/P Clerk			1.43%
Payroll Finance Clerk			1.43%
A/R Clerk			1.43%
Finance Clerk AJMC(2.5) & Town(2.5)			1.43%
Director of Infrastructure			1.43%
Engineering Tech			1.43%
Engineering Intern			0.00%
Director of Planning and Development			0.00%
Planning Assitant			0.00%
Director of Community Safety			1.43%
CAO			1.43%
Dir. Corp Services			1.43%
Records Retention			1.43%
Legislative Clerk 4			1.43%
Admin Assist			1.43%
Legisla ive Manager			1.43%
<b>Total Administration</b>	<b>\$ 2,581,899</b>	<b>\$ 29,744</b>	<b>1.15%</b>

**Overhead - 2021 Budget**

Revenue	12-01	(25,850)	
Administration	12-02	61,889	
Other General Government	12-03	35,000	
Finance	12-05	(25,765)	
Assessment	12-06	-	
Misc General Gov't	12-10	21,000	
Professional Services	19-01	199,804	
Fiscal Services	19-03	-	
Election	19-06	-	
Safety	24-05	29,301	
Employee Benefits	19-96	118,201	
		<u>413,580</u>	\$ 4,765
Common Services	12-08	\$ 396,509	
Town Office	12-09	99,885	
Town Office Reserve	12-99	-	
		<u>496,394</u>	
Town Office approximately 10000 square feet		10000	
Each office is approximately 190 square feet			
Total Offices	21*190	3780 square feet	0.519
Common Areas		1200 square feet	
Total average percentage for staff			0.60%
			\$ 2,968
<b>Total Transit allocation</b>			<b>\$ 37,477</b>

2021 Operating Budget Transit - \$554,380

2021 Operating Budget Summary - \$38,668,710

0.014348

## 2021 Summary

### Function: 34 - Transit

000104

		2019 Budget	2020 Budget	2021 Budget
<b>Revenue</b>				
Public Transit	1-34-02	94,759	102,000	109,000
Capital	5-34-01	29,278	-	-
<b>Total Revenue:</b>		<b>124,037</b>	<b>102,000</b>	<b>109,000</b>
<b>Expenditures</b>				
Public Transit	2-34-02	538,837	535,438	554,830
Capital	6-34-01	29,278	-	-
<b>Total Expenditures:</b>		<b>568,115</b>	<b>535,438</b>	<b>554,830</b>
<b>Net Gain/Loss from Operations:</b>		<b>(444,078)</b>	<b>(433,438)</b>	<b>(445,830)</b>

Note: Sub function 6-34-01 is not included in Cost Share.

# 2021 Summary

## Function: 34 - Transit

### Sub Function: 34-02 - Public Transit

	Account	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Budget
<b>Revenue</b>						
Fees & Admissions	1-410	70,000	74,565	71,000	50,467	78,000
Sale of Water	1-416	-	-	-	-	-
Advertising	1-422	15,000	22,794	31,000	39,400	31,000
Transfer from Province	1-840	-	5,881	-	18,742	-
Transfer from Reserve	1-920	9,759	29,753	-	-	-
	<b>Total Revenue:</b>	<b>94,759</b>	<b>132,993</b>	<b>102,000</b>	<b>108,609</b>	<b>109,000</b>
<b>Expenditures</b>						
Salary	2-111	45,803	48,223	46,623	41,223	47,262
Overtime Salary	2-112	600	273	500	163	500
Wages	2-121	217,731	226,238	226,572	206,753	230,701
Overtime Wages	2-122	3,500	3,015	3,000	1,548	3,000
Wages - Casual	2-123	560	-	560	-	560
Employee Benefits	2-135	56,054	58,754	58,831	63,884	63,717
Travel / Training	2-210	4,000	1,385	4,000	689	3,820
Telephone	2-217	7,586	5,745	7,586	5,577	7,586
Advertising	2-221	3,500	2,565	3,500	2,443	3,500
Memberships	2-224	-	-	-	-	954
Other Fees	2-239	13,912	6,262	7,490	3,725	6,650
Insurance	2-274	87	85	52	52	56
Materials & Supplies	2-519	3,500	10,994	4,500	3,712	4,500
Transfer to/from Other Functions	2-761	14,700	14,700	14,700	14,700	14,700
Transfer to Capital	2-762	9,759	27,441	-	-	-
Equipment Charges	2-960	157,545	160,270	157,523	139,971	167,324
	<b>Total Expenditures:</b>	<b>538,837</b>	<b>565,948</b>	<b>535,438</b>	<b>484,439</b>	<b>554,830</b>
	<b>Net Gain/Loss:</b>	<b>(444,078)</b>	<b>(432,955)</b>	<b>(433,438)</b>	<b>(375,830)</b>	<b>(445,830)</b>

Transit  
Life Cycle Plan  
Budget 2020

Unit	Year	Description	Life Cycle	Replacement Year	Comments	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039
<b>RANSI</b>																									
T80117	2017	Grande West Transit Bus	12	2029												\$343,000									
T80217	2017	Grande West Transit Bus	12	2029												\$343,000									
T80318	2018	Grande West Transit Bus	12	2030												\$368,000									
H80116	2016	Handibus	10	2026								\$127,000											\$127,000		
<b>Total</b>						\$	\$	\$	\$	\$	\$	\$ 127,000	\$	\$	\$ 686,000	\$ 368,000	\$	\$	\$	\$	\$	\$ 127,000	\$	\$	\$