

2018 Annual Passenger Bus and Urban Transit Survey

CONFIDENTIAL once completed.

Selon nos dossiers votre langue de préférence est l'anglais, si vous préférez recevoir ce document en français, veuillez nous appeler au numéro sans frais suivant : 1-800-565-1685 ou ATS 1-855-382-7745

This information is collected under the authority of the *Statistics Act*, Revised Statutes of Canada, 1985, Chapter S-19.
COMPLETION OF THIS QUESTIONNAIRE IS A LEGAL REQUIREMENT UNDER THIS ACT.

Introduction

Survey purpose

This survey collects the financial and operating data needed to develop national and regional economic policies and programs. Your information may also be used by Statistics Canada for other statistical and research purposes. Please access www.statcan.gc.ca/survey-enquete/index-eng.htm for more information on this survey.

Security of emails and faxes

Statistics Canada advises you that there could be a risk of disclosure during facsimile or email. However, upon receipt, Statistics Canada will provide the guaranteed level of protection afforded all information collected under the authority of the *Statistics Act*.

Note: Our online questionnaires are secure, there is no risk of data interception when responding to Statistics Canada's online surveys.

Confidentiality

The *Statistics Act* protects the confidentiality of information collected by Statistics Canada.

Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data-sharing agreements with provincial and territorial statistical agencies and other government organizations, which have agreed to keep the data confidential and use them only for statistical purposes.

Information on confidentiality, data-sharing agreements and record linkages can be found on the last page of this questionnaire.

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Please return the questionnaire within 21 days.

Please mail the completed questionnaire in the enclosed envelope or fax it to Statistics Canada at 1-888-883-7999.

If you are unable to complete within 21 days **OR** if you need help, call us at **1-800-565-1685** or **TTY 1-855-382-7745**.

Statistics Canada
Operations and Integration Division
150 Tunney's Pasture Driveway
Ottawa, Ontario K1A 0T6

Visit our website, www.statcan.gc.ca

Reporting instructions

- Please print in ink.
- Report dollar amounts **in thousands of Canadian dollars**.
- **Exclude** sales tax.
- Percentages should be rounded to whole numbers.
- When precise figures are not available, provide your best estimates.

Business or organization and contact information

1. **Verify or provide** the business or organization's **legal and operating name** and correct where needed.

Note: Legal name modifications should only be done to correct a spelling error or typo.

Legal name

Operating name (if applicable)

2. **Verify or provide the contact information** of the designated business or organization **contact person** for this questionnaire and correct where needed.

Note: The designated contact person is the person who should receive this questionnaire. The designated contact person may not always be the one who actually completes the questionnaire.

First name

Last name

Title

Preferred language of communication

English

French

Mailing address (number and street)

City

Province, territory or state

Postal code or ZIP code

Example: A9A 9A9 or 12345-1234

Country

Email address

Example: user@example.gov.ca

Telephone number (including area code)

Example: 123-123-1234

Extension number

(if applicable)

Fax number (including area code)

Example: 123-123-1234

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3. **Verify or provide the current operational status** of the business or organization identified by the legal and operating name above.

B00323

1 Operational → **Go to question 4**

2 Not currently operational

e.g., temporarily or permanently closed, change of ownership

Why is this business or organization not currently operational?

B00309

2 Seasonal operations → **Go to question 3a**

3 Ceased operations → **Go to question 3b**

4 Sold operations → **Go to question 3c**

5 Amalgamated with other businesses or organizations → **Go to question 3d**

6 Temporarily inactive but will re-open → **Go to question 3e**

7 No longer operating due to other reasons → **Go to question 3f**

3a. Seasonal operations

When did this business or organization close for the season?

Date B00217 YYYY MM DD

When does this business or organization expect to resume operations?

Date B00218 YYYY MM DD → **Go to question 4**

3b. Ceased operations

When did this business or organization cease operations?

Date B00211 YYYY MM DD

Why did this business or organization cease operations?

B00311

1 Bankruptcy

2 Liquidation

3 Dissolution

4 Other
Specify the other reasons why the operations ceased

B00312

→ **Go to question 4**

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3c. Sold operations

When was this business or organization sold?

B00212

YYYY MM DD

Date

What is the legal name of the buyer?

B00406

→ Go to question 4

3d. Amalgamated with other businesses or organizations

When did this business or organization amalgamate?

B00213

YYYY MM DD

Date

What is the legal name of the resulting or continuing business or organization?

B00407

What are the legal names of the other amalgamated businesses or organizations?

B00408

→ Go to question 4

3e. Temporarily inactive but will re-open

When did this business or organization become temporarily inactive?

B00214

YYYY MM DD

Date

When does this business or organization expect to resume operations?

B00215

YYYY MM DD

Date

Why is this business or organization temporarily inactive?

B00313

→ Go to question 4

3f. No longer operating due to other reasons

When did this business or organization cease operations?

B00216

YYYY MM DD

Date

Why did this business or organization cease operations?

B00314

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4. **Verify or provide the current main activity** of the business or organization identified by the legal and operating name.

Note: The described activity was assigned using the North American Industry Classification System (NAICS).

B05002

1 This is the current main activity → **Go to next section**

2 This is **not** the current main activity

Provide a **brief but precise description** of this business or organization's **main activity**

e.g., breakfast cereal manufacturing, shoe store, software development

B05003



5. Was this business or organization's main activity ever classified as:

B05111

1 Yes

2 No → **Go to next section**

6. When did the main activity change?

Date

Reporting period information

1. What are the start and end dates of this business's or organization's most recently completed fiscal year?

Note: For this survey, the **End date** should fall between April 1, 2018 and March 31, 2019.

Fiscal Year Start date Fiscal Year- End date

2. If the reporting period **does not cover a full year**, please check the reason(s) below (mark all that apply):

Seasonal operations

New business

Change of ownership

Temporarily inactive

Change of fiscal year

Ceased operations

Other reason — specify:

B00301_r8

Details on this business's additional entities

1. Were there any business entities that were reported for during the reporting period that are not listed on the mailing label on the front page?

B00501

B00502

1 Yes → How many business entities?

2 No → **Go to next page.**

2. Please provide the requested detail for each additional business entity.
For more than one business entity, please make a photocopy of this page and attach the information to the questionnaire.

Legal name

B00415_I

Address (number and street)

B00416_I

City

B00417_I

Province or territory

B50041_I

Postal code

B00418_I

3. Was this business entity operational for the full-year?

B00306_I

1 Yes, full-year operation (go to next page)

2 No, part-year operation **OR** non-operational

4. Statistics Canada reviews all feedback. We invite your comments pertaining to this business entity.

B00015_I

5. What were this business entity's part-year start and end dates?

Part-Year
Operation
Start date

B00208

YYYY

MM

DD

Part-Year
Operation
End date

B00209

YYYY

MM

DD

6. What was the reason(s) for part-year operation?
Mark all that apply

B00307_r1_I

Seasonal operations

B00307_r2_I

New business entity

B00307_r3_I

Change of fiscal year

B00307_r4_I

Change of ownership

B00307_r5_I

Ceased operations

B00307_r6_I

Temporarily inactive

B00307_r7_I

Moved

B00307_r8_I

Other reason for part-year operation — please specify:

B00307_r9_I

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Characteristics

Urban transit services contracted out

1. Is this business a municipal government, urban transit property or government agency involved in urban transit operations?
Exclude private companies.

B30003

1 Yes

2 No → **Go to question 5.**

2. Did this business contract out or arrange contracts for some or all of its urban transit services with private companies?
Include services for persons with disabilities or the elderly.

B30004

1 Yes → How many contractors?

B20038

→ Fill out the following table at question 3
 (attach a separate list if required).

2 No → **Go to question 5.**

3. Please indicate the name of all contractors and the total amount of each contract.

Contractor name		Amount of contract CAN\$ '000
B30005_nc1		F62532_nc1 \$,000
B30005_nc2		F62532_nc2 \$,000
B30005_nc3		F62532_nc3 \$,000
B30005_nc4		F62532_nc4 \$,000
B30005_nc5		F62532_nc5 \$,000
B30005_nc6		F62532_nc6 \$,000
B30005_nc7		F62532_nc7 \$,000
B30005_nc8		F62532_nc8 \$,000
B30005_nc9		F62532_nc9 \$,000
B30005_nc10		F62532_nc10 \$,000
B30005_nc11		F62532_nc11 \$,000
B30005_nc12		F62532_nc12 \$,000
B30005_nc13		F62532_nc13 \$,000
B30005_nc14		F62532_nc14 \$,000
B30005_nc15		F62532_nc15 \$,000
Total amount of contracts		F62510 \$,000

4. Did this business contract out 100% of its urban transit services?

B05132

1 Yes → You are finished. Please send your questionnaire to Statistics Canada.

2 No → **Go to question 5.**

Revenue

5. For your fiscal period, please distribute this business's operating revenue according to the **activity** and **geographic region** where that revenue was **generated**.

	CAN\$ '000					
	Newfoundland and Labrador	Prince Edward Island	Nova Scotia	New Brunswick	Quebec	Ontario
Operating revenue	F45233_g1	F45233_g2	F45233_g3	F45233_g4	F45233_g5	F45233_g6
a. Urban transit and commuter services Include urban transit services for persons with disabilities or seniors (para transit).	F45234_g1	F45234_g2	F45234_g3	F45234_g4	F45234_g5	F45234_g6
b. Charter bus services	F45235_g1	F45235_g2	F45235_g3	F45235_g4	F45235_g5	F45235_g6
c. Scheduled intercity services	F45236_g1	F45236_g2	F45236_g3	F45236_g4	F45236_g5	F45236_g6
d. School bus services Include school bus charter services.	F45237_g1	F45237_g2	F45237_g3	F45237_g4	F45237_g5	F45237_g6
e. Local sightseeing services	F45238_g1	F45238_g2	F45238_g3	F45238_g4	F45238_g5	F45238_g6
f. Bus parcel express	F45239_g1	F45239_g2	F45239_g3	F45239_g4	F45239_g5	F45239_g6
g. Shuttle and other passenger bus services — specify: B40127 <input type="text"/>	F45241_g1	F45241_g2	F45241_g3	F45241_g4	F45241_g5	F45241_g6
h. Other operating revenue — specify: B40128 <input type="text"/>	F45242_g1	F45242_g2	F45242_g3	F45242_g4	F45242_g5	F45242_g6
i. Operating funding						

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CANS '000

Manitoba	Saskatchewan	Alberta	British Columbia	Yukon	Northwest Territories	Nunavut	United States or other countries	TOTAL
F45233_g7	F45233_g8	F45233_g9	F45233_g10	F45233_g11	F45233_g12	F45233_g13	F45233_g14	F45000
F45234_g7	F45234_g8	F45234_g9	F45234_g10	F45234_g11	F45234_g12	F45234_g13	F45234_g14	F45010
F45235_g7	F45235_g8	F45235_g9	F45235_g10	F45235_g11	F45235_g12	F45235_g13	F45235_g14	F45020
F45236_g7	F45236_g8	F45236_g9	F45236_g10	F45236_g11	F45236_g12	F45236_g13	F45236_g14	F45030
F45237_g7	F45237_g8	F45237_g9	F45237_g10	F45237_g11	F45237_g12	F45237_g13	F45237_g14	F45040
F45238_g7	F45238_g8	F45238_g9	F45238_g10	F45238_g11	F45238_g12	F45238_g13	F45238_g14	F45050
F45239_g7	F45239_g8	F45239_g9	F45239_g10	F45239_g11	F45239_g12	F45239_g13	F45239_g14	F45060
F45241_g7	F45241_g8	F45241_g9	F45241_g10	F45241_g11	F45241_g12	F45241_g13	F45241_g14	F45070
F45242_g7	F45242_g8	F45242_g9	F45242_g10	F45242_g11	F45242_g12	F45242_g13	F45242_g14	F45080

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Revenue

6. What was this business's revenue from each of the following sources?

Non-operating revenue

CAN\$ '000

a. Capital funding (e.g., Federal, Provincial, Municipal and other operating contributions)	F51312_sr1 \$ <input type="text"/> ,000
b. Other non-operating revenue (e.g., interest earned, sale of assets, return on investments, insurance proceeds, GST rebates, etc.)	F51312_sr2 \$ <input type="text"/> ,000
Total non-operating revenue	F51310 \$ <input type="text"/> ,000
Total operating revenue	F47001 \$ <input type="text"/> ,000
Total revenue	F40000 \$ <input type="text"/> ,000

Expenses

7. What were this business's **human resources expenses**?

CAN\$ '000

a. Wages and salaries (drivers)	F61524_sr1 \$ <input type="text"/> ,000
b. Wages and salaries (mechanics)	F61524_sr2 \$ <input type="text"/> ,000
c. Wages and salaries (other) Include all other staff including owners and executives	F61524_sr3 \$ <input type="text"/> ,000
d. Amount paid under contract to another company to provide drivers, mechanics and other labour	F61524_sr4 \$ <input type="text"/> ,000
e. Benefits (all employees)	F61524_sr5 \$ <input type="text"/> ,000
f. Other human resources expenses (e.g., staff training, uniforms, tolls, meals)	F61524_sr6 \$ <input type="text"/> ,000
Total human resources expenses	F61510 \$ <input type="text"/> ,000

8. What were this business's **vehicle energy expenses**?

CAN\$ '000

a. Diesel fuel expenses (including taxes)	F61713_sr1 \$ <input type="text"/> ,000
b. Electrical traction power (including taxes)	F61713_sr2 \$ <input type="text"/> ,000
c. Other vehicle fuel and energy expenses (including taxes) (e.g., gasoline, propane, etc.) — specify: F61713_sr4 <input type="text"/>	F61713_sr3 \$ <input type="text"/> ,000
Total vehicle energy expenses	F61710 \$ <input type="text"/> ,000

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9. What were this business's **vehicle maintenance expenses**?

CAN\$ '000

a. Vehicle parts and shop supplies Include tires and tubes, purchased tire and tube repairs, and parts for tire repairs.	F62215_sr1 \$ <input type="text"/> ,000
b. Purchased repairs to vehicles Exclude tires and tubes.	F62215_sr2 \$ <input type="text"/> ,000
c. Other vehicle maintenance expenses	F62215_sr3 \$ <input type="text"/> ,000
Total vehicle maintenance expenses	F62250 \$ <input type="text"/> ,000

10. What were this business's **other operating expenses**?

CAN\$ '000

a. Annual depreciation (on vehicles, buildings and equipment)	F61004_sr1 \$ <input type="text"/> ,000
b. Other operating expenses (e.g., advertising, licenses and permits, commissions, vehicle leases, utilities (water, hydro, building heat), municipal taxes, insurance, office supplies and materials, etc.)	F61004_sr2 \$ <input type="text"/> ,000
Total other operating expenses	F61022 \$ <input type="text"/> ,000
Total operating expenses (sum of F61510 + F61710 + F62250 + F61022)	F61000 \$ <input type="text"/> ,000

11. What were this business's **non-operating expenses**?

CAN\$ '000

Non-operating expenses (e.g., interest and other expenses)	F62533 \$ <input type="text"/> ,000
Total expenses (sum of F61000 + F62533)	F60000 \$ <input type="text"/> ,000

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12. For your fiscal period, please distribute this business's operating expenses according to the **activity** and **geographic region** where the expenses were **generated**.

CAN\$ '000				
	Human resources expenses	Vehicle energy expenses	Vehicle maintenance expenses	Other operating expenses
a. Newfoundland and Labrador	F61524_g1	F61713_g1	F62215_g1	F61004_g1
b. Prince Edward Island	F61524_g2	F61713_g2	F62215_g2	F61004_g2
c. Nova Scotia	F61524_g3	F61713_g3	F62215_g3	F61004_g3
d. New Brunswick	F61524_g4	F61713_g4	F62215_g4	F61004_g4
e. Quebec	F61524_g5	F61713_g5	F62215_g5	F61004_g5
f. Ontario	F61524_g6	F61713_g6	F62215_g6	F61004_g6
g. Manitoba	F61524_g7	F61713_g7	F62215_g7	F61004_g7
h. Saskatchewan	F61524_g8	F61713_g8	F62215_g8	F61004_g8
i. Alberta	F61524_g9	F61713_g9	F62215_g9	F61004_g9
j. British Columbia	F61524_g10	F61713_g10	F62215_g10	F61004_g10
k. Yukon	F61524_g11	F61713_g11	F62215_g11	F61004_g11
l. Northwest Territories	F61524_g12	F61713_g12	F62215_g12	F61004_g12
m. Nunavut	F61524_g13	F61713_g13	F62215_g13	F61004_g13
n. United States or other countries	F61524_g14	F61713_g14	F62215_g14	F61004_g14
Total	F61520	F61720	F62260	F61023

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Capital expenditures

13. What were this business's **capital expenditures**?

CAN\$ '000

		F80115_ac1	
a.	Amount spent to purchase buses and other rolling stock	\$	[] ,000
		F80115_ac2	
b.	Other capital expenditures	\$	[] ,000
		F80440	
	Total capital expenditures	\$	[] ,000

Assets

14. What were this business's **assets**?

CAN\$ '000

		F14002	
a.	Current assets Include inventories.	\$	[] ,000
b.	Capital assets Original acquisition cost of buses, rolling stock and all other capital assets. Use unsubsidized figure if necessary. Include additions, net of disposals (include land and buildings)	F16002	[] ,000
		F16003	[] ,000
c.	Accumulated depreciation of buses and other rolling stock (e.g., building and all other capital assets)	\$	[] ,000
		F16004	
	Net book value of capital assets (F16002 - F16003)	\$	[] ,000
	Other non-current assets including goodwill	F12002	[] ,000
		F10000	
	Total assets (F14002 + F16004 + F12002)	\$	[] ,000

Liabilities & owner's equity

15. What were this business's **liabilities & owner's equity**?

CAN\$ '000

		F24001	
a.	Current liabilities	\$	[] ,000
		F26002	
b.	Long term debt	\$	[] ,000
		F22002	
c.	Other non-current liabilities (e.g., deferred taxes)	\$	[] ,000
		F20000	
	Total liabilities (F24001 + F26002 + F22002)	\$	[] ,000
	Total owner's equity Include share capital, retained earnings (losses) and contributed surplus.	F28001	[] ,000
		F18000	
	Total liabilities and owner's equity (F20000 + F28001)	\$	[] ,000

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Employment information

16. Please provide the requested detail below related to the **employees** for this business.

	Number of employees who worked at least 30 hours per week	Number of employees who worked between 20 and 29 hours per week	Number of 'hours' for employees who worked 20 hours or less per week
a. Drivers	B20039_y1 <input type="text"/>	B20041_y1 <input type="text"/>	B20042_y1 <input type="text"/>
b. Mechanics	B20039_y2 <input type="text"/>	B20041_y2 <input type="text"/>	B20042_y2 <input type="text"/>
c. All other employees	B20039_y3 <input type="text"/>	B20041_y3 <input type="text"/>	B20042_y3 <input type="text"/>
Total	B20000 <input type="text"/>	B20010 <input type="text"/>	B20020 <input type="text"/>

Vehicles, distance driven and maintenance cost

17. Please provide the requested detail below related to the **vehicles** for this business.
If precise numbers are not available, please provide your best estimate.

	Number of vehicles in fleet	Total distance driven in kilometers	Vehicle maintenance expenses
a. Motor coaches	B20043_pc1 <input type="text"/>	B10032_pc1 <input type="text"/>	F62216_pc1 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %
b. School buses	B20043_pc2 <input type="text"/>	B10032_pc2 <input type="text"/>	F62216_pc2 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %
c. Urban transit buses	B20043_pc3 <input type="text"/>	B10032_pc3 <input type="text"/>	F62216_pc3 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %
d. All other rolling stock	B20043_pc4 <input type="text"/>	B10032_pc4 <input type="text"/>	F62216_pc4 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %
Total	B20030 <input type="text"/>	B10050 <input type="text"/>	F62270 <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %

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Percentage should be based on the total reported in the expense section

Percentage

B45088

%

18. What percentage of this business's fleet is equipped for persons with disabilities?

Number of passengers

19. Please provide the **number of passengers** for each of the following services **only**.

Number of passengers

- a. Urban transit services
Exclude para transit.
- b. Commuter services
- c. Para transit services
- d. Scheduled intercity services

B11001_pc1

B11001_pc2

B11001_pc3

B11001_pc4

B11000

Total number of passengers using urban, commuter, para or intercity services

Fuel and energy consumed

20. How much of each of the following types of **energy sources** did this business use during the year?

Fuel types (in litres)

Volume

- a. Diesel
- b. Gasoline
- c. Other fuel – specify:

B13001_y1

B13001_y2

B13001_y4

B13001_y3

B13000

Total fuel volume in litres

Electricity (in kilowatts)

Electricity

- a. Electricity for electrical traction power for vehicles only

B13002

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Changes or events

21. Indicate any changes or events that affected the reported values for this business or organization compared with the last reporting period.

Mark all that apply.

B00302_t1

Strike or lock-out

B00302_t2

Exchange rate impact

B00302_t3

Price changes in goods or services sold

B00302_t4

Contracting out

B00302_t5

Organizational change

B00302_t6

Price changes in labour or raw materials

B00302_t7

Natural disaster

B00302_t8

Recession

B00302_t9

Change in product line

B00302_t10

Sold business or business units

B00302_t11

Expansion

B00302_t12

New or lost contract

B00302_t13

Plant closures

B00302_t14

Acquisition of business or business units

B00302_t15

Other changes or events — specify:

B00302_t16

OR

B00302_t17

No changes or events

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General information

Confidentiality

Your answers are confidential.

Statistics Canada is prohibited by law from releasing any information it collects which could identify any person, business, or organization, unless consent has been given by the respondent or as permitted by the *Statistics Act*. Statistics Canada will use the information from this survey for statistical purposes.

Data-sharing agreements

To reduce respondent burden, Statistics Canada has entered into data-sharing agreements with provincial and territorial statistical agencies and other government organizations, which have agreed to keep the data confidential and use them only for statistical purposes. Statistics Canada will only share data from this survey with those organizations that have demonstrated a requirement to use the data.

Section 11 of the *Statistics Act* provides for the sharing of information with provincial and territorial statistical agencies that meet certain conditions. These agencies must have the legislative authority to collect the same information, on a mandatory basis, and the legislation must provide substantially the same provisions for confidentiality and penalties for disclosure of confidential information as the *Statistics Act*. Because these agencies have the legal authority to compel businesses to provide the same information, consent is not requested and businesses may not object to the sharing of the data.

For this survey, there are **Section 11** agreements with the provincial and territorial statistical agencies of Newfoundland and Labrador, Nova Scotia, New Brunswick, Quebec, Ontario, Manitoba, Saskatchewan, Alberta, British Columbia and the Yukon. The shared data will be limited to information pertaining to business establishments located within the jurisdiction of the respective province or territory.

Section 12 of the *Statistics Act* provides for the sharing of information with federal, provincial or territorial

government organizations. Under **Section 12**, you may refuse to share your information with any of these organizations by writing a letter of objection to the Chief Statistician and returning it with the completed questionnaire. Please specify the organizations with which you do not want to share your data.

For this survey, there are **Section 12** agreements with the statistical agencies of Prince Edward Island, the Northwest Territories and Nunavut as well as with the Newfoundland and Labrador Department of Transportation and Works, the ministère des Transports du Québec, and the Ontario Ministry of Transportation.

For agreements with provincial and territorial government organizations, the shared data will be limited to information pertaining to business establishments located within the jurisdiction of the respective province or territory.

There is also a **Section 12** agreement with Transport Canada. Federally-regulated carriers under the authority of the *Canada Transportation Act* (CTA) and pursuant to the *Transportation Information Regulations* do not have the right to object to sharing their information with Transport Canada. Carriers which are not federally regulated may object to sharing their information with Transport Canada by writing to the Chief Statistician. Transport Canada will use the information obtained from federally-regulated carriers in accordance with the provisions of the CTA and Regulations.

Statistics Canada will also share your information under **Section 12** of the *Statistics Act* with Infrastructure Canada and Environment and Climate Change Canada, unless you refuse.

Record linkages

To enhance the data from this survey and to minimize the reporting burden, Statistics Canada may combine it with information from other surveys or from administrative sources.

Thank you for completing this questionnaire.

Please retain a copy for your records.

Visit our website, www.statcan.gc.ca