

Four Counties Transportation Services Committee

Minutes

December 1, 2020, 8:30 a.m.
Electronic Participation Meeting via Zoom

Present: Bonnie Rowe, Chair
Marigay Wilkins, SWM
Ian Carruthers, SWM
Linda Dunn, Adult Day Program
Duncan McPhail, West Elgin
Ann-Marie Millson, Chatham-Kent

Regrets: John Wright, Chatham-Kent
Shelley Vergeer, WECHC

Staff Present: Magda Badura, CAO/Treasurer
Jana Nethercott, Clerk

1. Call to Order

Chair Bonnie Rowe called the meeting to order at 8:32 a.m.

2. Adoption of Agenda

Moved: Marigay Wilkins

Seconded: Ann-Marie Millson, Chatham-Kent

That the Four Counties Transportation Services Committee adopt the agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Linda Dunn, Adult Day Program

Seconded: Duncan McPhail, West Elgin

That Four Counties Transportation Services Committee hereby approve the Minutes of September 21, 2021 as printed and circulated.

Carried

5. Business Arising from Minutes

None.

6. Financial Information

Magda Badura, CAO/Treasurer reported an error in the spreadsheet that calculated the financials and stated that she provided an updated version via email to all members this morning. Ms. Badura reported that the revenue from fees is down due to decreased ridership for the last 8 months.

Ms. Badura reported that one new bus driver had been hired, but until a full return to services, no other driver will be recruited.

Ms. Badura reported a refund of \$790 of insurance costs for the period of March to August while the transit service was closed.

7. 2021 Meeting Dates

Linda Dunn stated that she is awaiting information about the possible return of the Adult Day program in the new year. The Committee decided that an additional meeting in January may be called once information on the resumption of the Adult Day program is available.

Moved: Linda Dunn, Adult Day Program

Seconded: Ann-Marie Millson, Chatham-Kent

That Four Counties Transit Board Set the 2021 Meeting dates as:

- March 15, 2021
- June 21, 2021
- September 20, 2021
- December 20, 2021

Carried

8. Purchase of New Bus Discussion

Ms. Badura stated that she is recommending waiting until into 2021 to investigate the purchase of a new bus as needs and requirements are shifting due to the pandemic. Committee requested staff report back in 2021 with a clearer picture of the ridership moving forward and the size of the bus required for the needs of residents and the costs of an electric bus. Committee directed that the bus purchase be postponed until into 2022, when a clear picture of the needs and requirements can be determined.

8.1 Advertising Campaign

Not needed due to the deferment of the bus purchase.

8.2 Fundraising Campaign

Not needed due to the deferment of the bus purchase.

9. Expanding Service Area Discussion

Committee decided that expanding of services at this time is not viable.

9.1 Creating a Service Agreement

Staff stated they will bring a basic framework for an agreement to the meeting in March.

11. Adjournment

Moved: Ian Carruthers

Seconded: Marigay Wilkins

That the Four Counties Transportation Services Committee hereby adjourn at 9:05 a.m. to meet again on March 15, 2021, or at the call of the chair.

Carried

Bonnie Rowe, Chair

Jana Nethercott, Clerk