

**January 27, 2025, 8:30 a.m.  
Council Chambers  
160 Main Street  
West Lorne**

**Pages**

**1. Call to Order**

**2. Adoption of Agenda**

Recommendation:

That the Four Counties Transportation Services Committee adopt the agenda of January 27, 2025, as presented.

**3. Disclosure of Pecuniary Interest**

**4. Minutes**

1

Recommendation:

That Four Counties Transportation Services Committee hereby adopt the Minutes of October 30, 2024, as presented.

**5. Business Arising from Minutes**

**6. Items of Discussion**

**6.1 Family Day Transit Request - Do Good Things Co.**

5

Presentation will be made available at Transit Meeting.

***6.1.1 M. Badura - Community Shuttle Request***

9

**7. Other Items or Announcements**

**8. Adjournment**

Recommendation:

That the Four Counties Transportation Services Committee hereby adjourn at \_\_\_\_\_ a.m. to meet again at 8:30am, on April 14, 2025, or at the call of the chair.

# Four Counties Transportation Services Committee

## Minutes

October 30, 2024, 8:30 a.m.  
Council Chambers  
160 Main Street  
West Lorne

**Present:** John Wright, Chatham-Kent  
Mark McGill, Southwest Middlesex  
Don McCallum, Southwest Middlesex  
Ryan Statham, West Elgin  
Kristina Pringle, West Elgin Community Health Centre  
Clyde Harris, Newbury  
Linda Dunn, Adult Day Program

**Regrets:** Richard Leatham, West Elgin

**Staff Present:** Magda Badura, CAO/Treasurer, West Elgin  
Terri Towstiuć, Recording Secretary/Clerk, West Elgin  
Jan Metcalfe, Chatham-Kent

**Staff Absent:** Cathy Case, Clerk/Treasurer, Newbury

**1. Call to Order**

Chair Mark McGill called the meeting to order at 8:51 a.m.

**2. Adoption of Agenda**

**Resolution No. FCTC 2024- 21**

**Moved:** Don McCallum, Southwest Middlesex

**Seconded:** Linda Dunn, Adult Day Program

That the Four Counties Transportation Services Committee adopt the agenda of October 21, 2024, as presented.

**Carried**

**3. Disclosure of Pecuniary Interest**

No disclosures

**4. Minutes**

**Resolution No. FCTC 2024- 22**

**Moved:** John Wright, Chatham-Kent

**Seconded:** Don McCallum, Southwest Middlesex

That Four Counties Transportation Services Committee hereby adopt the Minutes of September 9, 2024, as presented.

**Carried**

**5. Business Arising from Minutes**

None.

**6. Financial Information**

**Resolution No. FCTC 2024- 23**

**Moved:** Don McCallum, Southwest Middlesex

**Seconded:** John Wright, Chatham-Kent

That the Four Counties Transit Committee hereby accept the Financials as of September 30, 2024.

**Carried**

**7. Reports**

**7.1 M. Badura - Transit procedures**

**Resolution No. FCTC 2024- 24**

**Moved:** Linda Dunn, Adult Day Program

**Seconded:** Don McCallum, Southwest Middlesex

That Four Counties Transit Committee hereby defer the approval of the transit procedures and specialized transit application form, until the next regular scheduled meeting, January 2025.

**Carried**

**7.2 Fees and Charges, and Draft Budget - 2025**

The Committee requested the round-trip charge to remain at \$8.00 per trip for 2025.

**Resolution No. FCTC 2024- 25**

**Moved:** Don McCallum, Southwest Middlesex

**Seconded:** John Wright, Chatham-Kent

That Four Counties Transit Committee approves the 2025 Fees and Charges, as amended.

**Carried**

**Resolution No. FCTC 2024- 26**

**Moved:** John Wright, Chatham-Kent

**Seconded:** Ryan Statham, West Elgin

That Four Counties Transit Committee hereby approves the 2025 Draft Operating Budget, as presented.

**Carried**

**8. Appoint Chair and Vice-Chair for 2025**

**Nomination for Chair**

Don McCallum nominated Mark McGill for the position of Chair.

John Wright Seconded the nomination for the position of Chair.

Mark McGill accepted the position of Chair.

***Recording Secretary: I hereby declare Mark McGill is Chair for the Four Counties Transit Committee for the year 2025.***

**Nomination for Vice Chair**

Don McCallum nominated John Wright for the position of Vice-Chair

Ryan Statham seconded the nomination for the position of Vice-Chair

***Recording Secretary: I hereby declare John Wright is Vice Chair for the Four Counties Transit Committee for the year 2025.***

**9. 2025 Schedule for Information Only**

Four Counties Transit Committee proposed quarterly meeting schedule for 2025.

- January 20
- April 14
- July 21
- October 20

**10. Additional New Business**

None presented.

**11. Adjournment**

**Resolution No. FCTC 2024- 27**

**Moved:** Linda Dunn, Adult Day Program

**Seconded:** Don McCallum, Southwest Middlesex

That the Four Counties Transportation Services Committee hereby adjourn at 9:31 a.m. to meet again at 8:30am, on Monday, January 20, 2025, or at the call of the chair.

**Carried**

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Mark McGill, Chair

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Terri Towstiuic, Recording Secretary

**From:** [info@dogoodthingsco.ca](mailto:info@dogoodthingsco.ca)  
**To:** [Councillor Mark McGill](#); [Terri Towstiuic](#); [Amanda Gubbels](#); [Councillor Don McCallum](#)  
**Subject:** Re: Exploring Options for Community Shuttle Initiatives  
**Date:** Monday, January 20, 2025 2:27:56 PM

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Thank you Mark,

I appreciate the additional context and for the suggestion of including this on the Four Counties Transit agenda for January 27.

I wanted to pass along the below information for your awareness.

To support my ongoing exploration of rural shuttle options, I've published a survey to gauge interest in regular shopping shuttles within the area. I've included links below if you're interested in reading more or participating.

- Community Shopping Shuttle - Shopper Survey  
<https://forms.gle/WrkCahXmo8V3BN8m8>
- Community Shopping Shuttle - Local Business Survey  
<https://forms.gle/C7ooNMwKjadfZ5PM9>

I've also included a link to the SWM Celebrate Community Committee's Facebook post / survey regarding a community shuttle for Family Day on February 17, 2025.

- SWM's CCC - Family Day Shuttle Survey  
<https://www.facebook.com/share/p/1BWV6AA7vk/>

Please let me know if there's any additional information or documentation I can provide that would be helpful. I look forward to hearing more information after the meeting.

Thank you,

**Casey Shannon**

Owner | Creator | Facilitator

[info@dogoodthingsco.ca](mailto:info@dogoodthingsco.ca)  
<https://dogoodthingsco.ca/>

*We create and facilitate activities in small communities; with the goal of bringing people together, spreading joy, and helping out where we can. We just want to Do Good Things!*

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**From:** Councillor Mark McGill <MMcGill@southwestmiddlesex.ca>

**Sent:** Tuesday, January 14, 2025 4:02 PM

**To:** info@dogoodthingsco.ca <info@dogoodthingsco.ca>; Terri Towstiuic <ttowstiuic@westelgin.net>; Amanda Gubbels <agubbels@southwestmiddlesex.ca>; Councillor Don McCallum <dmccallum@southwestmiddlesex.ca>

**Subject:** Re: Exploring Options for Community Shuttle Initiatives

Good afternoon Casey

I am forwarding this on to Terri, who is the clerk of West Elgin, and Amanda, who is the CAO of Southwest Middlesex. West Elgin administers Four Counties Transit. Don McCallum and I are both on the board of Four Counties transit. Four Counties transit has a meeting on January 27. Could this be on the agenda Terri? We could then get back to Casey with availability of the bus and pricing. Southwest Middlesex staff and council would have to be consulted too I think because the bus service is subsidized by the municipality.

Mark McGill

Councillor Ward 1

Sent from my iPad

On Jan 14, 2025, at 10:39 AM, info@dogoodthingsco.ca wrote:

**CAUTION:** This email originated from outside of the Southwest Middlesex email system. Please use caution when clicking links or opening attachments unless you recognize the sender and know the content is safe.

Dear Councillor McCallum & Councillor McGill,

I hope this message finds you well. I am writing to explore the possibility of The Municipality of Southwest Middlesex and Four Counties Transportation working together to support community shuttles for large events and activities, and regular (bi-weekly/monthly) shopping shuttles.

Recently, I presented a shuttle plan to local community group, SWM's Celebrate Community Committee, to support Family Day 2025 activities in Southwest Middlesex. While the plan currently focuses on specific villages and hamlets, it can be adjusted to better serve the broader community.

The group is posting a survey to gauge interest in this shuttle, I'm happy to pass along a link when it becomes available.

I see an opportunity for ongoing collaboration between SWM and Four Counties Transportation could make a significant impact, not only by supporting

community events but also by encouraging residents to visit local businesses and connect with neighboring towns. If there is an opportunity to connect, or information/resources that you can share for me to move forward on my own, I appreciate any support you can provide.

Please let me know if you would like more information about the 2025 Family Day shuttle plan or survey. I'd be happy to connect at your convenience.

Thank you for considering this opportunity to support our communities.

## **Casey Shannon**

Owner | Creator | Facilitator

[info@dogoodthingsco.ca](mailto:info@dogoodthingsco.ca)

<https://dogoodthingsco.ca/>

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STOP #	Location	Address	KMs TO STOP	Travel Time to Stop	ARRIVAL TIME	DEPARTURE TIME	STOP LENGTH	Column 1
START	Ridgetown	Ontario N0P 2C0				9:15:00 AM		
1	Wardsville Masonic Hall	21996 Hagerty Rd, Wardsville, ON N0L 2N0	34.8	0:28:00	9:50:00 AM	10:00:00 AM	10	1st Pick Up
2	Glencoe Library	123 McKellar St, Glencoe, ON N0L 1M0	14.4	0:12:00	10:12:00 AM	10:20:00 AM	8	Storytime @ 10:30
3	Glencoe Arena	138 Mill St, Glencoe, ON N0L 1M0	0.4	0:01:00	10:21:00 AM	10:30:00 AM	9	
4	The Archives	178 McKellar St, Glencoe, ON N0L 1M0	0.8	0:02:00	10:32:00 AM	10:40:00 AM	8	
5	Ekfrid Community Centre	48A Wellington Ave, Appin, ON N0L 1A0	7.8	0:07:00	10:47:00 AM	11:00:00 AM	13	CCC Event Start
6	Glencoe Library	123 McKellar St, Glencoe, ON N0L 1M0	8.3	0:08:00	11:08:00 AM	11:20:00 AM	12	
7	Glencoe Arena	138 Mill St, Glencoe, ON N0L 1M0	0.4	0:01:00	11:21:00 AM	11:30:00 AM	9	
8	The Archives	178 McKellar St, Glencoe, ON N0L 1M0	0.8	0:02:00	11:32:00 AM	11:40:00 AM	8	
9	Ekfrid Community Centre	48A Wellington Ave, Appin, ON N0L 1A0	7.8	0:07:00	11:47:00 AM	12:00:00 PM	13	
10	Wardsville Masonic Hall	21996 Hagerty Rd, Wardsville, ON N0L 2N0	21.8	0:17:00	12:17:00 PM	12:25:00 PM	8	
11	Glencoe Library	123 McKellar St, Glencoe, ON N0L 1M0	14.4	0:12:00	12:37:00 PM	12:45:00 PM	8	
12	Glencoe Arena	138 Mill St, Glencoe, ON N0L 1M0	0.4	0:01:00	12:46:00 PM	12:55:00 PM	9	
13	The Archives	178 McKellar St, Glencoe, ON N0L 1M0	0.8	0:02:00	12:57:00 PM	1:05:00 PM	8	
14	Ekfrid Community Centre	48A Wellington Ave, Appin, ON N0L 1A0	7.8	0:07:00	1:12:00 PM	1:20:00 PM	8	
15	Glencoe Library	123 McKellar St, Glencoe, ON N0L 1M0	8.3	0:08:00	1:28:00 PM	1:35:00 PM	7	FINAL DROP OFF
16	Glencoe Arena	138 Mill St, Glencoe, ON N0L 1M0	0.4	0:01:00	1:36:00 PM	1:45:00 PM	9	FINAL DROP OFF
17	The Archives	178 McKellar St, Glencoe, ON N0L 1M0	0.8	0:02:00	1:47:00 PM	1:55:00 PM	8	FINAL DROP OFF
18	Ekfrid Community Centre	48A Wellington Ave, Appin, ON N0L 1A0	7.8	0:07:00	2:02:00 PM	2:10:00 PM	8	FINAL DROP OFF
19	Wardsville Masonic Hall	21996 Hagerty Rd, Wardsville, ON N0L 2N0	21.8	0:17:00	2:27:00 PM	2:30:00 PM	3	FINAL DROP OFF
	Ridgetown	Ontario N0P 2C0	34.8	0:28:00	2:58:00 PM	2:58:00 PM	0	
			194.6	2:50:00		5:43:00		
			\$389.20			\$440.00		
			QUOTE EST	\$829.20				
					Four Counties Transit			
					HOURLY	\$80.00		
					KM RATE	\$2.00		

# Community Shuttle Request

Four Counties Transit Board Meeting - January 27, 2025

# Request Summary

The request is proposing a partnership between the Municipality of Southwest Middlesex (SWM) and Four Counties Transportation.

This partnership is proposing a pilot run to facilitate community shuttles for events such as Family Day and support local activities.

# Cost Breakdown

<b>Description</b>	<b>Cost</b>
Mileage (202 km)	\$ 404.00
Bus Driver's Hrs – 6 hrs	\$ 480.00
Total Cost	\$ 884.00

# Recommendations

## **Recommendation #1:**

That the Four Counties Transit Board approves the shuttle service for Family Day at total cost of \$884.00.

## **Recommendation #2:**

That the Four Counties Transit Board approve the shuttle service for Family Day at a 50% discounted rate to reduce financial burdens on the organization while maintaining support for the service.

## **Recommendation #3:**

That the Four Counties Transit Board approve the shuttle service for Family Day and provide it free of charge, with costs distributed among partner municipalities to promote community accessibility.

# Community Impact

- Increased transportation options will likely lead to greater patronage of local businesses.
- A connected community is beneficial for economic growth and sustainability.
- The shuttle service will significantly enhance community connectivity.
- It will enable residents to participate in local events and access essential services.

# Recommendations for Streamlining Future Requests:

- 1. Establish a Subsidy Framework:** Create a cost-sharing formula or policy for shuttle services in collaboration with partner municipalities.
- 2. Develop a Request Evaluation Criteria:** Assess community impact, economic benefits, and alignment with transit objectives for each proposal.
- 3. Develop Annual Planning and Budget Allocation:** Pre-allocate funding in support of similar requests or community events.

# Questions?