

Four Counties Transportation Services Committee

Minutes

March 28, 2023, 8:30 a.m.
Electronic Participation Meeting via Zoom

Present: John Wright, Chatham-Kent
Lorie Arends, Adult Day Program
Mark McGill, Southwest Middlesex
Michelle Navackas
Betty Jo Drent
Don McCallum
Jan Metcalf, Chatham-Kent
Clyde Harris

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

1. Call to Order

Vice Chair Mark McGill called the meeting to order at 8:31 a.m.

2. Adoption of Agenda

Moved: Lorie Arends

Seconded: Michelle Navackas

That the Four Counties Transportation Services Committee adopt the agenda as presented, and note the addition of Item 7.4 Verbal Update on West Elgin Members.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Moved: Don McCallum

Seconded: Lorie Arends

That Four Counties Transportation Services Committee hereby approve the Minutes of January 27, 2023 as printed and circulated.

Carried

5. Business Arising from Minutes

6. Financial Information

A recent MTO inspection discovered a defective hand-brake. The bus has been repaired and will be expensed in March.

The Restart Agreement Phase 4 grant in the amount of \$4,454.00 has been approved and the transfer payment agreement has been approved and signed.

Staff to submit 2023 financials for gas tax funding.

Moved: Michelle Navackas

Seconded: John Wright, Chatham-Kent

That the Four Counties Transportation Services Committee hereby approves the Financials as of February 28, 2023 as presented.

Carried

7. New Business

7.1 Verbal Update on Drive Recruitment

CAO/Treasurer M. Badura requested permission to place a job posting for one (1) additional transit bus driver. Prior to COVID there were two (2) drivers who were able to provided consistent driver coverage and service.

Moved: Don McCallum

Seconded: Lorie Arends

That the FCTSC hereby approves the posting of a part-time driver position.

Carried

7.2 Verbal Update on New Bus Delivery

CAO/Treasurer M. Badura reported that delivery of the new bus is scheduled for May/June. A new VIN# has been assigned to the vehicle and it is in production.

7.3 Discussion regarding Client Ride Times

Committee members discussed client drop-off and pick-up times that determine the length of time clients are aboard the bus.

Moved: Michelle Navackas

Seconded: Clyde Harris

That FCTSC direct staff to develop a detailed ridership expectation document.

Carried

7.4 J. Nethercott - Update on Declaring the Office of the Mayor Vacant

Mark McGill addressed the loss of Mayor McPhail and stated that Duncan was a great community leader and will be missed.

8. Correspondence

8.1 Lambton County Seniors Advisory Board

Although there has been an agreement with Dawn-Euphemia in the past, due to the distance involved, more details are required. It was suggested to invite representatives from the Lambton County Seniors Advisory Board to the next meeting.

9. Adjournment

Moved: Don McCallum

Seconded: Lorie Arends

That the Four Counties Transportation Services Committee hereby adjourn at 9:08 a.m. to meet again at 8:30 a.m. on May 9, 2023 or at the call of the chair.

Carried

Mark McGill, Vice-Chair

Magda Badura, Recording Secretary

