



Staff Report

Report To: Four Counties Transit Committee
From: Magda Badura, CAO/Treasurer
Date: 2024-09-09
Subject: Draft Four Counties Transit Procedures

Recommendation:

That the Four Counties Transit Committee hereby receives the report from M. Badura, CAO/Treasurer re: Draft Four Counties Transit Procedures for information and comments.

Purpose:

The purpose of this report is to review the proposed procedures for Four Counties Transit, attached in this report, and to seek the committee's feedback.

Background:

At the July 22nd Committee meeting, concerns were raised about the efficiency of Four Counties Transit, particularly regarding a trip booked for grocery shopping that required multiple stops, resulting in the bus being unavailable for several hours. This led to increased costs for the municipality due to additional overtime for the driver and limited the availability of the service to other residents who could benefit from group trips.

In response, cost efficiencies and new procedures were requested to improve the service's effectiveness. During the development of the attached procedures, discussions were held with the bus drivers. Based on their experience and records, there is no significant demand from riders for a dedicated day for grocery shopping. Most trips are combined with appointments, and only two clients occasionally book the bus for grocery shopping, which is scheduled around other appointments.

Although no major efficiencies were identified, the attached procedures will assist bus drivers in deciding when these types of trips should be scheduled and allow them to impose time limits to prevent excessive costs to the municipality.

Financial Implications:

Currently, no cost savings opportunities are available.

Respectfully submitted by,
Magda Badura, CAO/Treasurer

Report Approval Details

Document Title:	Four Counties Transit Procedures - 2024-35-Administration Finance.docx
Attachments:	- Four Counties Transit Procedures.pdf - FCCT Application Form.pdf
Final Approval Date:	Sep 6, 2024

This report and all of its attachments were approved and signed as outlined below:

Terri Towstiuć