

Four Counties Transportation Services Committee

Minutes

**February 3, 2020, 8:30 a.m.
Council Chambers, West Elgin Municipal Building**

Present: Bonnie Rowe, Chair
Duncan McPhail, West Elgin
Ian Carruthers, Southwest Middlesex
Linda Dunn, Adult Day Program
Marigay Wilkins, Southwest Middlesex
John Wright, Chatham-Kent

Regrets: Shelley Vergeer
Ann-Marie Millson

Staff Present: Jana Nethercott
Magda Badura

1. Call to Order

Chair Bonnie Rowe called the meeting to order at 8:33 a.m.

2. Adoption of Agenda

Resolution No. FCTS 2020-01

Moved: Marigay Wilkins

Seconded: Ian Carruthers

That the Four Counties Transportation Services Committee adopt the agenda of December 16, 2019 as printed and circulated.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

4. Minutes

Resolution No. FCTS 2020-02

Moved: Linda Dunn

Seconded: Ian Carruthers

That Four Counties Transportation Services Committee hereby approve the Minutes of December 16, 2019 as amended.

Carried

5. Business Arising from Minutes

Chair B. Rowe stated that the terms of reference update were approved at West Elgin Council.

6. Financial Information

CAO/Treasurer M. Badura stated that all bills are now in for 2019 and the participating municipalities should be receiving their billing in mid February. The 2019 fiscal year finished below the budgeted shortfall. Ms. Badura handed out a graph showing ridership by municipality from 2017 to 2019.

Marigay Wilkins and Bonnie Rowe are considering requesting a delegation with the Minister of Health at the AMO Conference in August and Linda will work with them for a power point presentation.

Ms. Badura stated that she will be bringing information on a purchase of a new bus to the next meeting including the difference in cost between a 2 or 4 wheelchair capacity.

Resolution No. FCTS 2020-03

Moved: Marigay Wilkins

Seconded: Ian Carruthers

That the Four Counties Transportation Services Committee receives the Financials as of December 31, 2019 as presented by CAO/Treasurer Magda Badura.

Carried

7. New Business

7.1 Council Delegations

Chair Bonnie Rowe reported that a letter was sent to the Councils of the previous delegations, however no concrete requests to expand borders

have been received. There will be delegations at Brooke Alvinston and Adelaide Metcalf coming up.

7.2 Rate Increase Feedback

Chair Bonnie Rowe reported that the users billing has just been sent out that includes the rate increases. The bus drivers have reported that they have not had any negative feedback regarding this increase.

7.3 New Bus Advertising

Chair Bonnie Rowe stated that until costs have been reported regarding the purchase of a new bus an advertising committee will not be required. Ms. Rowe inquired if the Committee would be interested in finding sponsorship to subsidize special trips for groups? CAO/Treasurer reported that we have had repeated requests for special trips on Sunday's for church or on statutory holidays, such as Good Friday or Christmas Eve and that may be an option for sponsorship of special trips.

Ms. Badura also requested that voicemail message on the toll free number to call for bookings can be updated on days that the bus is not in operation or if the bus drivers can have access to make changes to the voicemail to avoid a call in fee for the drivers.

8. Adjournment

Resolution No. FCTS 2020-04

Moved: Linda Dunn

Seconded: Ian Carruthers

That the Four Counties Transportation Services Committee hereby adjourn at 9:28 a.m. to meet again at 8:30 a.m. on April 20, 2020, or at the call of the chair.

Carried

Bonnie Rowe, Chair

Jana Nethercott, Clerk