

# 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**

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Bonnie Rowe, Chair

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Jana Nethercott, Clerk