

# **Four Counties Transportation Services Committee**

## **Minutes**

**February 1, 2021, 8:30 a.m.  
Electronic Participation Meeting via Zoom**

**Present:** Bonnie Rowe, Chair  
Marigay Wilkins, SWM  
John Wright, Chatham-Kent  
Ian Carruthers, SWM  
Shelley Vergeer, WECHC  
Linda Dunn, Adult Day Program  
Duncan McPhail, West Elgin  
Ann-Marie Millson, Chatham-Kent

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

**1. Call to Order**

Chair Bonnie Rowe called the meeting to order at 8:30 a.m.

**2. Adoption of Agenda**

**Resolution No. FCTS 2020-**

**Moved:** Ian Carruthers, SWM

**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**

**Resolution No. FCTS 2020-**

**Moved:** Ann-Marie Millson, Chatham-Kent

**Seconded:** Duncan McPhail, West Elgin

That Four Counties Transportation Services Committee hereby approve the Minutes of December 1, 2020 as printed and circulated.

**Carried**

**5. Business Arising from Minutes**

None.

**6. Financials**

**6.1 2021 Budget**

**Resolution No. FCTS 2020-**

**Moved:** Marigay Wilkins

**Seconded:** Ann-Marie Millson, Chatham-Kent

That Four Counties Transit Committee hereby approves the 2021 Budget as presented.

**Carried**

**6.2 2020 Ridership Numbers**

**7. Report on Framework on Draft Agreement**

The following amendments were made to the draft agreement:

Responsibilities of Operating Party

Add: maintain assets in safe working condition and present budget to the committee for consideration no later than October 31 each year.

Responsibilities of Parties

clarify point a) that operational costs include transfer to reserves

Composition of Committee

Change from 2 members for each party to 1 voting member and 1 alternate member

**Resolution No. FCTS 2020-**

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

**Seconded:** Ian Carruthers, SWM

That Four Counties Transit Committee hereby receives the report from Jana Nethercott regarding a draft agreement for the Parties to the Four Counties Transit System; and

That Four Counties Transit Committee direct staff seek Legal review of Draft Agreement

**Carried**

**8. Verbal Update on Adult Day Program Resumption**

Linda Dunn provided an update that right now they were on track for resumption of the Adult Day Program on February 17, 2021. There would be 4 cohorts each with 4 attendees on a two week rotation. Linda will be in contact with staff to provide information for the Driver on cohorts and pick up locations.

**9. New Business**

None.

**10. Adjournment**

**Resolution No. FCTS 2020-**

**Moved:** Marigay Wilkins

**Seconded:** Ian Carruthers, SWM

That the Four Counties Transportation Services Committee hereby adjourn at 9:10 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