

# **Four Counties Transportation Services Committee**

## **Minutes**

**September 20, 2021, 8:30 a.m.  
Electronic Participation Meeting via Zoom**

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

**Regrets:** Ian Carruthers, SWM

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

**Also Present:** Steph Ouellet, Middlesex Health Alliance

### **1. Call to Order**

Chair Bonnie Rowe called the meeting to order at 9:03 a.m.

### **2. Adoption of Agenda**

**Moved: Marigay Wilkins**

**Seconded: Duncan McPhail**

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**

**Seconded: Shelley Vergeer**

That Four Counties Transportation Services Committee hereby approve the Minutes of July 16, 2021 as printed and circulated.

**Carried**

**5. Financial Information**

**5.1 Financials as of September 16, 2021**

CAO/Treasurer reported on the Financials for the Four Counties Transit System. No additional grants have been received and the driver has been working approximately 20 to 25 hours per week. There have been some repairs on the Bus since last reporting. Operating expenses are to the Budget right now, with approximately a \$7,000 surplus and depending on grant status we should have small deficit at the end of the year.

**5.2 Ridership as of August 31, 2021**

Ridership numbers are down compared to previous three years, however numbers have been down since COVID and with services cancelled. We are forecasting at least one more year of low ridership numbers.

**Moved: John Wright**

**Seconded: Ann-Marie Millson**

That the Four Counties Transportation Committee hereby receives the financial information as of September 16, 2021.

**Carried**

**6. Business Arising from Minutes**

Chair Rowe inquired about the status of the master agreement. Secretary reported that she had received comments from the lawyer with some questions and updates to be made. At this time staff have not had much time to complete this and one of the comments was that it makes more sense to decide if they were purchasing a new bus or van and if there a clause about adding new parties to the agreement. It is currently in the agreement and the committee directed to

keep that in. Secretary stated that she will try to have a draft for December meeting.

## **7. New Business**

### **7.1 Verbal Update on Transit Operations**

### **7.2 New Bus Purchase**

CAO/Treasurer recommended that no decision is made on a new bus purchase until COVID is over as according to the Bus Driver the demand for the current size of bus is there, however currently during COVID it is not. There is concern that purchasing a smaller bus could affect special trips. The grant allows us to wait until 2028 to make a purchase and with the constantly changing demands due to the pandemic and a decision is held off until end of 2022 or early 2023.

Steph Ouellet from Middlesex Health Alliance stated that the hospital support waiting on a decision as there are new activities at the hospital such as Southwestern Ontario Regional Aboriginal Access Centre and are looking to grow the Adult Day program.

Committee agreed to postpone this decision pending staff direction.

## **8. Adjournment**

**Moved: Shelley Vergeer**

**Seconded: Ann-Marie Millson**

That the Four Counties Transportation Services Committee hereby adjourn at 8:54 a.m. to meet again on December 20, 2021, or at the call of the chair.

**Carried**

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Bonnie Rowe, Chair

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Jana Nethercott, Secretary