

Specialized Transit Board of Directors

Open Meeting Minutes of Wednesday, March 20, 2109

Members Present: Dick Lutz (President), Sandra Clarke (Vice President), Janine Peter (Director FCSS/Member), Chantal McKenzie (City Council Rep./Member), David Wolanski (General Manager, Community and Protective Services/Member), Bill Sabey (Transit Specialist, Planning and Infrastructure/Member)

Present: Arlene Berry, Office Manager (Recording Secretary)

Item	Discussion	Action/Decision
1. Call to order	1. Called to order Dick called the open meeting to order at 3:03 pm.	
2. Additions to open agenda	2. Additions and approval of the agenda	Moved by David Wolanski, seconded by Chantal McKenzie to approve the agenda. Carried.
9. Motion to go into closed session 9.1 Updated Regional Transit Plan 9.2 Incident Reports	9. Motion to go into closed session The board decided to move up the closed session. 9.1 Updated Regional Transit Plan – Deferred 9.2 Incident Reports	Moved by David Wolanski, seconded by Chantal McKenzie to go to a closed meeting. Carried. Moved by David Wolanski, seconded by Chantal McKenzie to go back to open meeting. Carried.

<p>3. Approval of meeting minutes of January 16, 2019</p>	<p>3. Approval of meeting minutes of January 16, 2019</p>	<p>Moved by David Wolanski, seconded by Chantal McKenzie to approve the meeting minutes of January 16, 2019 as written. Carried.</p>
<p>4. Business arising from previous minutes</p>	<p>4. Business arising from previous minutes. None at this time.</p>	
<p>5. Manager's Report</p>	<p>5. Manager's Report The board received and discussed the Manager's Report, statistics and quote for Defensive Driving course dated March 20, 2019. (Schedule #1)</p>	<p>Moved by Janine Peter, Seconded by Bill Sabey receive the Manager's report as information. Carried.</p>
<p>6. Financial Reports 6.1 Balance Sheet as of February 28, 2019 6.2 Profit and Loss Report as of February 28, 2019</p>	<p>6. Financial Reports 6.1 Balance Sheet as of February 28, 2019 The board received the Balance Sheet report as of February 28, 2019. (Schedule #2) 6.2 Profit and Loss Report as of February 28, 2019 The board received the Profit and Loss report as of February 28, 2019. (Schedule #3)</p>	<p>Moved by David Wolanski, Seconded by Janine Peter to accept the Balance Sheet and Profit and Loss Report as of February 28, 2019 as presented. Carried.</p>
<p>7. Old Business 7.1 Video Surveillance 7.2 Driver Safety and Vehicle Maintenance Policy 7.3 Recording Secretary Update</p>	<p>7. Old Business 7.1 Video Surveillance – deferred 7.2 Driver Safety and Vehicle Maintenance Policy – deferred 7.3 Recording Secretary Update - deferred</p>	

<p>8. New Business 8.1 2020-2022 budget 8.2 Health & Safety Committee 8.3 Employee Assistant Program 8.4 Volunteer Appreciation Invitation</p>	<p>8. New Business</p> <p>8.1 2020-2022 budget</p> <p>Deferred</p> <p>8.2 Health & Safety Committee</p> <p>The board received changed to the Health & Safety Act that took effect June 1, 2019. (Schedule #4)</p> <p>8.3 Employee Assistant Program</p> <p>The boar received quotes from companies who offer Employee Assistance Programs. (Schedule #5)</p> <p>This item was deferred.</p> <p>8.4 Volunteer Appreciation Invitation</p> <p>The board received an invitation to the Tri-Region Volunteer Appreciation event on Saturday, April 13, 2019 (Schedule #6)</p>	<p>David Wolanski agreed to ask the city for assistance with the changes to the Health & Safety Act.</p>
<p>10. Date of next meeting Board Meeting</p>	<p>10. Date of next board meeting will be on Wednesday, April 17, 2019 at 3:00 pm.</p>	
<p>11. Adjournment of meeting</p>	<p>11. Adjournment of meeting</p>	<p>Moved David Wolanski to adjourn the meeting at 4:24 pm.</p>

Signature

Signature

Date

Date