Those present were
Jesse Helmer - Chair
Tariq Khan - Commissioner
Stephanie Marentette - Commissioner
Sheryl Rooth - Commissioner

Also present were
Kelly Paleczny - General Manager
Katie Burns - Director of Planning
Joanne Galloway - Director of Human Resources
Mike Gregor - Director of Finance
Craig Morneau - Director of Fleet & Facilities
Caroline Roy - Secretary

Meeting to order
The meeting was called to order.

Completion and Acceptance of Agenda
The Chair called for acceptance of the agenda, S. Rooth moves, seconded by S. Marentette, the acceptance of the agenda. CARRIED.

Disclosures of Pecuniary Interest
The Chair called for disclosures of pecuniary interest with respect to the agenda. There were no conflicts of interest declared.

Minutes
T. Khan moves, seconded by S. Rooth, the minutes of the meeting held on the October 27, 2021 be APPROVED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

2022 Replacement Bus Order
With regard to the 2022 Replacement Bus Order report, copy attached, S. Rooth moves, seconded by S. Marentette, the Commission APPROVE the early purchase of the 2022 replacement bus requirements (15 – 40’ buses and two – 60’ foot articulated buses) from New Flyer Industries Canada, ULC at a total cost of $10,913,909, exclusive of applicable taxes.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

2022 Conventional Service Plan
With regard to the 2022 Conventional Service Plan, copy attached, S. Rooth moves, seconded by T. Khan, That the Commission:

i) APPROVE, the Draft 2022 Conventional Service Plan;

ii) DIRECT administration to forward a copy of the Draft 2022 Conventional Service Plan report to Members of Council for their information; and

iii) DIRECT administration to finalize the 2022 Conventional Service Plan and present same at the Commission’s March 30, 2022 meeting.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.
Provincial Funding Update
With regard to the Provincial Funding Update report, copy attached, S. Rooth moves, seconded by S. Marentette, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

Annual Accessibility Plan Update
With regard to the Annual Accessibility Plan Update report, copy attached, S. Rooth moves, seconded by S. Marentette, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

COVID-19 Conventional Service Impacts
With regard to the COVID-19 Conventional Service Impacts report, copy attached, S. Rooth moves, seconded by T. Khan, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

COVID-19 Ridership Impacts
With regard to the COVID-19 Ridership Impacts report, copy attached, T. Khan moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

2022 Commission Meeting Dates
With regard to the 2022 Commission Meeting Dates report, copy attached, T. Khan moves, seconded by S. Rooth, the Commission CONFIRM the dates of the 2022 Commission regular meetings as follows, noting the meetings are held on the last Wednesday of the month with a starting time of 5:00 p.m.

<table>
<thead>
<tr>
<th>Date</th>
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<tbody>
<tr>
<td>January 26, 2022</td>
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<td>February 23, 2022</td>
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<td>March 30, 2022</td>
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<td>November 30, 2022</td>
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<td>December 2022</td>
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Meeting at the call of the Chair

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

Financial Update – Conventional Transit Operating – October 31, 2021
With regard to the Financial Update – Conventional Transit Operating – October 31, 2021 report, copy attached, T. Khan moves, seconded by S. Marentette, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

Financial Update – Specialized Transit Operating – October 31, 2021
With regard to the Financial Update – Specialized Transit Operating – October 31, 2021 report, copy attached, T. Khan moves, seconded by S. Marentette, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.
Financial Update – Capital Budget – October 31, 2021

With regard to the Financial Update – Capital Budget – October 31, 2021 report, copy attached, T. Khan moves, seconded by S. Marentette, the report be NOTED and FILED.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

Contract Award – Uniformed Security Guard Service

With regard to the Contract Award – Uniformed Security Guard Service report, copy attached, T. Khan moves, seconded by S. Marentette, the Commission APPROVE and ACCEPT the RFP submission from Stinson Security Services for the supply of Uniformed Security Guard Service for the three year period of January 1, 2022 through December 31, 2024, at a total contract cost of $312,306.75 ($100,784 in 2022, $104,019 in 2023 and $107,503 in 2024) with a two year renewal option based upon mutual agreement of both parties.

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

In Camera Session

Consistent with the provision of Section 239 of the Municipal Act, S. Rooth moves, seconded by S. Marentette, the Commission move In Camera to CONSIDER:

i) A matter pertaining to personnel matters about identifiable individuals, including municipal or local board employees.

CARRIED.

At the In Camera session, the Commission met to CONSIDER:

i) A matter pertaining to personnel matters about identifiable individuals, including municipal or local board employees.

Management Staff Policy Statement Update

With regard to the Management Staff Policy Statement Update report, S. Rooth moves, seconded by S. Marentette, that:

i) the changes to the Management Staff Policy Statement BE APPROVED, as attached; and

ii) Administration be DIRECTED to take the necessary steps to implement the Management Staff Policy Statement

YEAS: J. Helmer, T. Khan, S. Marentette and S. Rooth
CARRIED.

Date of Next Meeting

The Commission confirmed the date of the next meeting as follows:

Wednesday January 26, 2022 at 5:00 p.m.

Adjournment

S. Rooth moves, seconded by S. Marentette the meeting be adjourned. CARRIED.

The meeting adjourned at 5:50 p.m.

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Jesse Helmer  -              Chair

__________________________________________

Caroline Roy  -              Secretary