MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD ON THURSDAY, JANUARY 25, 2007
AT 71 MAIN ST. WEST, HAMILTON, ONTARIO

Members: Deanna Finch-Smith, Don Hull (Ex-Officio), Anne Jones, John Montgomery, Heather Elaine Moore, Gary Ostofi, Jack Price, Paul Faguy, Shirley Glauser, Aznive Mallett, Kim Nolan, Terry Whitehead (Ex-Officio), Mark Mindorff, Brad Clark (Ex-Officio), Judy Alarie, Margot Kirkpatrick, Michelle Johnson (Recording Secretary)

Guests: Charles Fitzsimmons, Matt Carpenter

CALL TO ORDER
The DARTS Board of Directors Meeting was called to order at 5:10p.m. by Shirley Glauser, Chairman of the DARTS Board of Directors.

ABSENCES AND REGRETS
Deanna Finch Smith, Terry Whitehead, Don Hull, Margot Kirkpatrick

DECLARATION OF CONFLICT
No conflicts were declared.

ADOPTION OF MINUTES OF PREVIOUS MEETING
Approval of the previous minutes of the DARTS Board of Directors meeting held on Thursday, December 7, 2006, was moved by Paul Faguy, seconded by Heather Moore and carried.

Chair, Shirley Glauser suggested that members introduced themselves for the benefit of Brad Clark and guest speaker.

FOR INFORMATION

Introduction of Board Members
Anne Jones felt that she had not adequately introduced Margot and Judy at the last meeting. She provided a detailed account of their history and qualifications and again welcomed them to the DARTS Board. It should be noted that Margot is in the hospital. Anne also thanked Paul Faguy for joining the Executing Committee. Shirley Glauser thanked Anne for her contributions to the DARTS Board and to the City of Hamilton in general.
Presentation of High Floor vs. Low Floor buses

Charles Fitzsimmons introduced Matt Carpenter from IBI Consulting who made a PowerPoint presentation of the results of the ATS survey. A copy of the presentation is attached. Several questions and comments were raised during the presentation as follows;

Aznive: Why was the survey taken?
Charles: At the direction of Council
Brad: How was the size of the survey (75 people) and the contacts determined?
Charles: It was felt that 75 was a manageable number. The passengers chosen had experience on both high and low floor buses.
Aznive: What percentage were wheelchair and ambulatory?
Charles: it was a 50/50 split
Brad: Is this a usual survey size?
Matt: It is small, but not so small as to compromise the data
Aznive: Who conducted the survey and were they trained?
Charles: Reservationists were given an in-service
Kim: Are there safety issues between the buses?
Matt: A passenger had fallen off a high floor lift and died some years ago. The lifts have proven safe over the years. Passengers feel a little more anxiety on the lifts as opposed to a ramp.
Paul: Were drivers consulted?
Matt: Yes, but seemed to be a matter of personal taste/preference.
Paul and Jack inquired about the status of the current tender.
Charles: Three (3) vendors have responded regarding low floor buses.
Mark: It should be pointed out that the new low floors are higher that the ELF buses and have a longer ramp.
Charles: The City was not aware when drafting the tender that the low floor manufacturer had gone out of business.
Mark: There are not a lot of companies to choose from. DARTS preference would be for the new buses to all be low floor which would come at the expense of trips. So a split of low and high is probable until a political decision is made.
Aznive: Has anyone seen the new buses? Perhaps we should get one here to inspect. If they are made in the US the ADA regulations would be highly enforced.
Gary: We should go totally high floor. It is more cost effective and we know what we are getting.
Paul: There is no capital line in the DARTS budget; we have a budget for operations only. Only our maintenance budget is affected, let the City buy what they decide.
Brad: The Board should take a stand on a preference for the new buses and take its opinion to Council.
Mark: The size of the fleet is not increasing. We replace buses on a 7 year life cycle.
Paul: Which buses are being replaced?
Mark: Mainly low floor.

The following motion was introduced by Gary Ostofi and seconded by Heather Moore:
That the DARTS Board recommends the purchase of all high floor buses.
After some discussion, this motion was withdrawn.

The following motion was moved by Anne Jones and seconded by Gary Ostofi: That the DARTS Board supports the purchase a mixture of high floor and low floor buses with no more than two (2) being new experimental low floors. The motion was carried with a vote of 6 to 4. The following Board members wish to be recorded as opposed: Aznine Mallett, Kim Nolan, John Montgomery, and Paul Faguy.

Brad Clark suggested that the DARTS Board advise Council that the members are not satisfied with the results of the survey that was taken by ATS. Paul Faguy recommended that "it is the consensus of the DARTS Board of Directors that the findings of the survey conducted by ATS were inconclusive and that therefore the survey results are inadequate". This consensus should be forwarded to Council. Cllr. Clark asked to be reminded to do so.

**Strategic Planning**
As we have several new Board members, it may be time to hold an orientation session. In the past, DARTS has used Draper and Associates (MOH recommended) for a one day session on the obligations of directors. Mark would also like to include some strategic planning if time permits. Michelle is to send an e-mail to Board members to determine suitable dates/times in April, 2007.

**Collective Agreement**
An offer should be presented within a month. The proposal to change some policies regarding part time work has held slowed progress at the Union end. Any retro pay is budgeted for.

**Wind up budget**
Should DARTS lose the City contract, the City would have to pay out expenses. Mark has addressed this issue with Paul Thompson, who is sending a letter to Council.

**Letter from Shalom Village**
The Board of Directors received the letter from Shalom Village thanking Gary Ostofi for his Santa Claus visit in December.

**MOTION AND APPROVAL REQUIRED**

1. **EXECUTIVE DIRECTOR’S STATEMENT OF FACT**
   Item 8. Statement on Financials – notes to be added
   - We did 9,000 more ambulatory trips
   - We are 2,000 over on VETS
   - The price per ride should actually read $100K total or $12 each
   - Operations wages are over due to dispatch staff compliment increase and Trapeze workload
   - Drivers wages are closer to budget this year, only a 1.4% variance
   - Don Hull had previously reported that he has the prior authorization of Council to offset a negative year-end variance in the overall Transit program up to a maximum of $400K utilizing one-time committed but unallocated funding from Provincial Gas Tax.
A motion to receive the Executive Directors Statement of Fact was moved by Gary Ostofi, seconded by Heather Moore and carried.

2. RESIGNATION OF BROTHER RICHARD MACPHEE

A resignation letter from Board member Brother Richard MacPhee was included in the DARTS Board package.
A motion to accept the resignation of Brother Richard MacPhee was moved by Gary Ostofi, seconded by Heather Moore and carried with regret.

3. EXECUTIVE DIRECTORS REPORT

Charles Fitzsimmons indicated at this time that Don Hull would like to meet with the Executive Committee to discuss the budget overrun. Brad Clark would like to be included in that meeting. Mark Mindorff explained that the DARTS budget is a “best efforts” budget process and the Board of Directors should have input.

The ATS review committee that was formed in August, 2005 wound up at the end of 2006 with its mandate still incomplete. Don Hull has been asked to report to Council with a status update.

A motion to receive the Executive Directors Report was moved by Judy Alarie, seconded by Jack Price and carried.

4. HONOURING PAST BOARD CHAIRS

The following motion was introduced by Jack Price, seconded by Kim Nolan and carried: “Effective September 1, 2006, all retiring Board Chairs will have a name plate in their honour on a DARTS bus.”

OTHER BUSINESS

The following motion was moved by Anne Jones, seconded by Kim Nolan and carried: “That item 5 of the Executive Committee minutes regarding DARTS spokespersons be received and approved by the Board of Directors.”

It was noted that the adoption of Executive Committee minutes should be added to the Board of Directors agenda under Motion and Approval required, effective February 1, 2007.

ADJOURNMENT

Adjournment of the meeting of the DARTS Board of Directors was moved by Gary Ostofi, seconded by Heather Moore and carried at 7:11 p.m.