

THE CORPORATION OF THE CITY OF KENORA

BY-LAW NUMBER 158-2000

A BY-LAW TO ESTABLISH THE KENORA HANDI TRANSIT BOARD

WHEREAS the former Town of Kenora By-law Number 15-90 authorized the establishment of the Tri-Municipal Handi Transit Board; and

WHEREAS the Towns of Kenora, Keewatin and Jaffray Melick amalgamated on January 1, 2000; and

WHEREAS there is a need for the provision of transportation services for the physically handicapped;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the City of Kenora hereby enacts as follows:-

PURPOSE

1. THAT there be established a body to be known as the Kenora Handi Transit Board, hereinafter referred to as "Handi Transit" which shall be administered by a Board of Directors, hereinafter referred to as the "Board."
2. THAT Handi Transit shall undertake as its main functions, but not be limited to the following:

the administration and provision of transportation services to the physically disabled and other eligible individuals as may be determined from time to time, according to Handi Transit's guidelines

SERVICE AREA

3. THAT the effective service area for Handi Transit shall include the entire area under the jurisdiction of the City of Kenora.

OFFICERS

4. THAT the Board, appointed by resolution of Council, shall be comprised of eight (8) members as follows whose appointments will be for a three (3) year term to coincide with the term of Council:-
 - one (1) Member from City Council
 - three (3) service users or user representatives
 - four (4) residents from at-large from the City of Kenora

FINANCIAL

5. THAT the fiscal year for Handi Transit shall be the twelve (12) month period commencing January 1 and ending December 31 in each year.
6. THAT the books, accounts and records of Handi Transit shall be subject to an annual audit which shall be by the Auditors retained for municipal purposes by the City of Kenora.
7. THAT funds to operate Handi Transit shall be raised through, but not limited to the proceeds of transit fares, the receipt of contributions and a municipal levy, as described below:

In each year a requisition will be submitted to the City of Kenora based on the current population figures provided by the Ontario Property Assessment Commission (OPAC).

8. THAT for purposes of insurance and capital subsidy, title to vehicles acquired for the purpose of Handi Transit shall be registered in the name of the Corporation of the City of Kenora. The City of Kenora will ensure that its liability insurance coverage extends to cover the operations of Handi Transit.

REPORTING

9. THAT the City of Kenora will prepare and submit on behalf of Handi Transit, quarterly and annual claims for operating and capital subsidy for such consideration as may be agreed to by the Board and the City of Kenora.

THAT the Board shall hold monthly meetings unless prevented from doing so by or through unforeseen circumstances. The meetings shall be held in a location designated by the Board within the City of Kenora. A copy of all Minutes arising from meetings of the Board and the Annual General Meeting shall be forwarded to the Clerk of the City of Kenora.

THAT the Board may appoint Standing Committees to undertake specific tasks or functions as directed by the Board. The Standing Committees shall meet from time to time as is necessary to fulfill their mandate or at the request of the Chairperson of the Standing Committee

ANNUAL MEETING

10. THAT Handi Transit shall hold a General Annual Meeting each year to which the public shall be invited by means of a notice published in a newspaper having a general circulation within the service area of Handi Transit, at least seven (7) days prior to the date set for the meeting. The Annual General Meeting shall be held not later than the 31st day of May in each year.

The Chairperson shall present an Annual Report to the meeting outlining the activities of Handi Transit during the previous year and outlining the proposed activities and budget for the current year.

One copy of the Annual Report shall be mailed or delivered by the Secretary at least fifteen (15) days prior to the date set for the Annual General Meeting of the following:

- a) Members of the Board
- b) Those bodies entitled to representation on the Board

QUORUM

11. THAT the quorum for the Annual General Meeting shall be not less than 50% of the Membership of the Board, plus one.
12. THAT in the event of a decision by the Board to cease operations, all tangible assets shall be disposed of, and
 - a) proceeds of disposal of the vehicle(s), net of any interest held by the Ministry of Transportation of Ontario, shall be credited to the account of Handi Transit; and
 - b) the cash residue and proceeds of the vehicle replacement reserve be returned to the City of Kenora.

CONFLICT OF INTEREST

13. THAT the provisions of the Municipal Conflict of Interest Act apply to the members of the Board.
14. THAT the Council of the Corporation of the City of Kenora hereby approves the attached Policy and Procedure Manual of the Kenora Handi Transit, attached hereto as "Schedule A."

EFFECTIVE DATE

15. THAT this By-law shall take effect and come into force upon third and final reading thereof.

REPEAL

16. THAT Kenora By-law Number 15-90, and any and all other by-laws of the former Towns of Keewatin and Jaffray Melick with respect to the Handi Transit are hereby repealed.

**BY-LAW read a first and second time this 18 day of December, 2000.
BY-LAW read a third and final time this 18 day of December, 2000.**

THE CORPORATION OF THE CITY OF KENORA:

Per _____ D. Canfield, Mayor

Per _____ J. McMillin, Clerk