

**KINGSTON AREA TAXI LICENSING COMMISSION  
MEETING MINUTES  
Minutes of Meeting 2021-10. Meeting held October 13, 2021  
Via Teleconference**

**PRESENT:**

Commissioner Aziz  
Commissioner Chapelle

Commissioner Dowser  
Commissioner Fraser

**REGRETS:**

Commissioner Budarick

**STAFF:**

Chloe Draeger

**OTHERS PRESENT:**

Brian Campbell  
Mark Greenwood

meeting was live streamed on Facebook

**THIS IS NOT A VERBATIM REPORT  
[Action items are bolded]**

**1. MEETING CALL TO ORDER**

The meeting was called to order at 5:34 p.m.

The Chair opened the meeting with the following statement:

“Before we start tonight’s meeting, I want to let all of you know that we are committed to communicating with you and hearing from you on the things which affect you. We also want to hear from you regarding concerns that you may have. As we move forward, we will talk to you about new initiatives and/or enforcement of processes or by-laws and ask for your feedback prior to bringing them for approval by the Commission. We want to also remind everyone that as of August 11, the following initiatives are paused: Dormant Plates, Drop Rate Increase, and Call History.”

**2. POSSIBLE PECUNIARY INTEREST**

None declared.

**3. Confirmation of agenda**

**MOTION** to accept agenda

Moved by Commissioner Chapelle

Seconded by Commissioner Fraser

**CARRIED**

**4. Presentations – Commissioner Aziz presented the 2020 financial audit findings and responded to a question.**

**5. Business**

a) Business Carried Forward from Previous Meeting:

**KINGSTON AREA TAXI LICENSING COMMISSION MEETING MINUTES**  
**Meeting 2021-10 — October 13, 2021**

- a. Commissioner Dowser advised that third reading of bylaw changes related to taxi broker radio systems shall be deferred to November’s meeting and that related submissions from the industry and public shall be accepted up to and including Oct. 25, 2021.
  
- b) Miscellaneous Business:
  - a. Commissioner Dowser discussed the Commission’s contact information collection efforts and the rollout of its email distribution list.
  - b. Commissioner Dowser advised that the Commission has successfully returned its formerly leased vehicle to the dealership without penalty.
  
- 6. Communications:
  - a. Commissioner Dowser advised that the initiative related to back-of-headrest ID cards has been suspended.
  - b. Commissioner Dowser discussed the online processes being developed for new applicants and renewals. He further advised that driver and plateholder renewals will henceforth be required annually on the month of the individual’s birth. The Commission will send out a communique to all interested parties explaining the new process.

**7. Adjournment**

The next meeting will be held on November 10, 2021 at 5:30. Details of venue to follow.

**MOTION** to adjourn at 5:52  
Moved by Commissioner Fraser  
Seconded by Commissioner Chappelle

**CARRIED**

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Chair

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Date

\_\_\_\_\_

Secretary

\_\_\_\_\_

Date