

**Trent Central Student Association
Meeting #4 of the 2022-2023 Board of Directors
Agenda - Sunday, November 13th, 2022, at 1:00 pm- Virtually**

1. Call to Order

To begin the meeting.

The meeting took place virtually on zoom.

Called to Order @ 1:09 PM

2. Roll Call

To confirm that we can conduct business by ensuring enough Directors are present.

Chair Rob Monico (he/him)

Present

TCSA President Zoe Litow-Daye (she/they)

VP Campaigns Aimee Anctil (she/they)

VP University & Colleges Shay Surujnarain (she/they)

VP Health & Wellness Holly Naraine (she/her)

Off-Campus Commissioner Craig Stoddart (he/him)

Racialized Students Commissioner Juman Zanzoul (she/her)

LEC Prime Minister Deondrae Thompson (he/him)

CC President Campbell Deck (he/him)

LEC Commissioner Maddy McKay (she/her)

TC President Krista Kartick (she/her)

TC Commissioner Aidan Cooke (he/him)

Dionovan Grosbeck - designate for TUNA (he/him)

Regrets

Students with Disabilities Commissioner Emi Habel (she/her)

Indigenous Commissioner Fiona McKenna (she/they)

OC Commissioner Annalise Smart (She/They)

OC President Meaghan Kemp (they/them)

Absent

GC President Alyssa Robinson

GC Commissioner Manpreet Kaur

Off-Campus Commissioner Harshit Jain (he/him)

TISA Commissioner Wacera Muriuk (she/her)

Association Staff

Association Resource Manager Wendy Walker (she/her)

Operations and Services Manager Tracy Milne (she/her)

3. Land Acknowledgement

Chair Monico reads, *"The Trent Central Student Association wishes to acknowledge that we are meeting today on the traditional territories of the Mississaugaeg Anishnaabeg people of Treaty 20 and the Williams Treaty, who have been taking care of this land since creation. As visitors to these lands, we would like to acknowledge the displacement and sacrifices of all Indigenous peoples who lived, learned and gathered here, much like we are today. Peterborough, or Nogojiwanong, as it was originally called, has become home to many, and we would like to recognize the contributions made by other First Nations, Metis and Inuit peoples to this community. We give further thanks to the people of Curve Lake First Nation and Hiawatha First Nations for welcoming us onto this beautiful land. While settler-colonialism is still very evident within the structure of our society and institutions, the TCSA is committed to furthering the work of a de-colonial student union and campus, in partnership with Indigenous university staff, students, and community groups"*

4. Chairs Remarks

An opportunity for the Chair to welcome the Board and discuss process for the meeting.

Chair Monico expresses to the board the importance of maintaining a work-life balance, especially with finals season quickly approaching. He encourages board members to reach out to staff for support when needed.

"A thousand candles can be lighted from the flame of one candle, and the life of the candle will not be shortened. Happiness can be spread without diminishing that of yourself." - Gandhi

5. Approval of the Agenda

This motion sets the business of the meeting. Changes to the meeting's business are discussed here.

MOTION: Be it resolved that the agenda for the 13.11.2022 Board of Directors Meeting be approved.

Moved: President Litow-Daye, seconded by VP Surujnarian

Motion Carried

6. Approval of Minutes

This motion approves the publication of the previous meeting's record.

MOTION: Be it resolved that the minutes from the 21.10.2022 Board of Directors Special Meeting be approved with the necessary corrections.

Moved: President Litow-Daye, seconded by VP Naraine

Motion Carried

7. Executive Update

This is an opportunity to make general inquiries about the events and campaigns of the Association and its specific goals.

President Litow-Daye provides a brief update to the board, noting that reading week just took place, so updates will be short. The PTBO Transit Driver Gratitude Campaign is underway and going well. The association has over 300 cards written by students to distribute to drivers. The campaign is taking longer than expected to give out all the cards, as it takes a long time to hand out so many cards. We have heard good feedback from the drivers and their union about the campaign. They have been working with the Association's Communications Manager to find new ways for the Association's Brand Ambassador Team to connect with the membership and inform students in a meaningful way. She has also been assisting with updates to the Staffing Plan for new staff positions and is currently writing a new Food Services, proportional representation and carding and profiling policy. The Undergraduate Studies Committee has been busy approving new courses and virtual placement options.

VP Surujnarian has been busy with Senate and the training hosted by the university. She continues to meet with the College principals regularly. She informs the board that the Gzowski cabinet has just concluded their elections. A student leader social lunch is being planned for December 2nd, and Frost week planning is underway. She reminds board members that have a seat on CASSC to attend as budget season is approaching.

Member of the Public Bethan Bates asks for clarification on what the acronym CASSC stands for.

VP Surujnarian explains that The Colleges and Student Services Committee (CASSC) is an advisory committee governing all ancillary fees at the university.

VP Anctil updates the board on their Safety & Wellness Orientated Resource Directory (SWORD) in collaboration with Trent International. They hosted an event on November 9th that focused on personal safety and was catered by Osmows. The event was well attended and she received good feedback from students who participated. They will be hosting another SWORD event in the Winter semester. The Excaliburnt Out campaign is well underway. VP Anctil attended an Interunion meeting chaired by TUFA on October 31st. They have created materials for faculty and staff to help support students. The campaign will officially launch mid November with a "Burnout bonfire Bash" set for November 18th. They are using the Head, Hearts and Hands strategy to get students involved, collect statistics on student needs and mobilize students. They will be developing a report with feedback from students to address strained resources and provide recommendations to admin on ways to address these challenges. She also attended The Canadian Federation of Students (CFS) National General Meeting with the Association's BIPOC Student Organizer from November 4th to 8th. They attended local Ontario constituency groups including Women and Racialized Constituencies. They were elected as the Ontario Representative for the Policy Subcommittee and are editing proposals with Internationalization, intersectional and racialized context in mind. They are also advocating for performance indicators to be identified as motivated by corporitization. The closing ceremony has been postponed until December so an update will follow in January.

The following motion is put forward by VP Anctil following their executive update.

Motion: Be it resolved that the Board of Directors strike a Task Force, in coordination with the Excaliburnt Out Campaign, to address inadequate resources and develop

research methodology for the allocation of Trent's government grants and endowment funds. The committee will be chaired by VP Campaigns and meet until deemed unnecessary by the board.

Moved: VP Ancil, seconded by President Litow-Daye

Motion Carried

Any directors interested in joining the task force should connect with VP Ancil as she will be coordinating the first meeting.

VP Naraine informs the board on their recent work with the Food Advisory Committee. They are looking to increase the dining plan to address inflation and revised Orientation Week costs as there are concerns that students will run out of money. The One Stop Chop is being heavily utilized by students but the association received a \$1800 donation from Trent Food Services. The Shades of Survivorship program has not been successful this semester with the expectation of the poetry workshop.

MOTION: Be it resolved that the Executive reports be accepted.

Moved: Commissioner Stoddart, seconded by LEC Prime Minister Thompson

Motion Carried

8. Staffing Plan- Services Manager

Directors will review the proposed changes to the Association's staffing plan.

Resource Manager Walker provides an overview of the proposed Services Manager position. She highlights the main responsibilities of the position, including managing the Association's Brand Ambassador team, facilitating the One Stop Chop and overseeing the Wrapped and Ready program. This will be a full-time position, with hiring happening in December if approved.

MOTION: Be it resolved that the Services Manager position be approved and added to the Association's staffing plan.

Moved: President Litow-Daye, seconded by VP Naraine

Motion Carried

9. Selwyn Transit

Director appointment to Trent University and TCSA internal committees.

Operations Manager Milne briefly reviews the proposed Selwyn The Link agreement. This contract has been reviewed by the Association's lawyer and gained soft approval at the August Summer Committee meeting.

Commissioner Cooke asks when this contract will take into effect.

Manager Milne replies that because we have had previous agreements with Selwyn and Summer Committee provided a soft approval that the agreement technically started in September, the board was just waiting on final review from its lawyer before being approved and will allow Selwyn to invoice the Association for service.

MOTION: Be it resolved that the Board approve the proposed Selwyn Transit contract.

Moved: President Litow-Daye, seconded by Commissioner McKay

Motion Carried

10. Transit Update

Directors will receive an update from the Transit Special Committee on the current service disruptions

Motion to enter closed session

Moved: President Litow-Daye, seconded by Commissioner Zanzoul

Motion Carried

Moved In: 1:59 Pm

Moved Out: 2:28 Pm

11. Any Other Business

An opportunity for Directors or members to bring an item of business up with the Board if they have not yet had the opportunity to do so.

12. Association Resource Manager Update

An opportunity for the board to receive updates from the Association Resource Manager and Operations Manager on executive performance and long-term planning.

Resource Manager Walker provides a brief update to the board; she informs them that Executive Review will be the main agenda item next board meeting and that the staffing plan will be presented following feedback meetings from staff members.

Operations Manger Milne informs the board that we have a new point of contact at Student VIP for our benefits plan; otherwise, benefits and opt-out refunds have been running smoothly.

13. Adjournment

...to end the meeting

MOTION: Be it resolved that the 13.11.2022 Board of Directors Special Meeting be adjourned.

Moved: VP Naraine, seconded by Commissioner Zanzoul

Motion Carried

Meeting Ended @ 2:32 Pm

Respectfully Submitted,

Wendy Walker

Association Resource Manager

November 7th, 2022

To the attention of the Trent Central Student Association (TCSA) Board of Directors and membership: below encompasses the President's Report from October 16th, 2022, to November 11th, 2022. Please note reading break vacation from October 24th - 29th and a sick day October 31st.

PTBO Transit Gratitude Campaign

- Have created 300 cards to give out to drivers.
- Well received by drivers and the Transit Union as a whole.

Brand Ambassador Team

- Working with Communications Manager Christine Liu on creating new ways to advertise our services to students.

Hiring / Staffing Plan

- Have been working on a new staff position "Freedom Lounge Ambassador".
- Working on updating the staffing plan for the new year.

Policy and Governance

- Currently writing policy on "food services", "proportional representation", and "profiling and carding".

Committees

Undergraduate Studies Committee:

- Several new courses were approved, including some virtual placement options.

Research Policy Committee Meeting:

- There are no relevant updates.

Research Ethics Board:

- Lots of reviews are being completed by committee members.

Respectfully Submitted,

Zoe Litow (She/They)
President of Trent Central Student Association

A handwritten signature in black ink, appearing to be 'ZL' or similar initials, written in a cursive style.

November 8th 2022

To the attention of the Trent Central Student Association (TCSA) Board of Directors and membership: below encompasses the Vice-President of University and College Affairs (VPUC) Report for the period of October 11th 2022 to November 8th 2022.

Committees

Senate

has started up, initial meeting to introduce systems of governance.

Cabinet Principal Conversations

Continuing to connect with College principals to stay in the loop with on going events

Teaching and Learning Advisory

Nothing to report.

UAPC

Nothing to report.

CASSC

Nothing to report.

Events

Frosh week

Date TBD

Tentative plans created for events to be ran during frosh week.

Pumpkin Patch Trip - completed

October 22nd 2022

Trip in spirit of fall season! Taking students to a farm to do a pick your own pumpkin! This event was a success and a great turn out!

Student Leader Social

November 25th 2022

Madoi Sushi restaurant to cater lunch for student leader mixer! A good way to get to know each other and find out what others are working on. Information will be sent out shortly!

Nov 8, 2022

To the attention of the Trent Central Student Association (TCSA) Board of Directors and membership: below encompasses the Vice-President Student Health and Wellness (VPHW) Report from October 16th, 2022, to November 13th, 2022.

Committees

Food Advisory Committee

- Discuss Dining Plan rates for 2023 - 2024 and revised o-week costs
- Cost will go up in the next year due to inflation
- \$5300 for traditional residence, and \$3500 for annexes
- Concern that students will run out of money before the end of the year

Convocation Committee

- Scheduled for later this month
- Will be reviewing current Convocation proceedings

Wellness Committee

- End of November
- Will be discussing the university's mental health supports and services

Programs

Wrapped & Ready

- The program has been running smoothly.

TCSA's One Stop Chop

- The food bank has been well received and utilized by students.
- Food Services has donated \$1800 to the food bank.

Shades of Survivorship

- The yoga was not successful
- The poetry workshop was well received and students have asked for additional workshops

Respectfully Submitted,

Holly Naraine (She/Her)
Vice-President Student Health and Wellness
Trent Central Student Association

Tuesday November 8th 2022

To the attention of the Trent Central Student Association (TCSA) Board of Directors and membership: below encompasses the Vice-President Campaigns & Equity (VPCE) Report for the period of October 17th, 2022 to November 13th, 2022.

Events/Advocacy

Safety & Wellness Oriented Resource Directory (SWORD)

- SWORD Personal Safety Training is scheduled for Wednesday November 9th 2022 with Trent International. Participants will receive a copy of the directory and participate in the training session and the first 35 registrants will receive a personal security alarm. Participants will also receive additional personal safety prizes. TI will be catering the event with Osmows.

Excaliburnt Out

- Attended an interunion meeting chaired by TUFA on October 31st 2022. Created materials for Faculty & Staff solidarity with students. Thank you to OPSEU for supporting the initiative by contributing pizza and pumpkins.
- Campaign launching mid-November. Developing a report and research methodology.. Outreach and onboarding student leaders and volunteers for the 'Burnout Bonfire Bash' set for Friday November 18th 2022.

Canadian Federation of Students National General Meeting (CFS NGM)

- November 4th to 8th 2022 with BIPOC Organizer Moriah Hillyer representing Local 71. Attended Ontario Component, Racialized Constituency, Women's Constituency, and the Small Locals Caucus.
- Elected as Ontario Rep. for Policy Sub-Committee. Editing proposals with Internationalization, intersectional, and racialized context in mind. Advocated for performance indicators to be identified as motivated by corporatization.

Respectfully submitted,

Aimee Anctil (she/her)



Vice-President Campaigns & Equity
Trent Central Student Association

Position Title: Services Manager

Wage & Hours: \$44,772- \$46,592 suggested starting salary, 35/hr wk

Work Terms:

- 20 days paid vacation (10 to occur during winter break)
- 10 paid sick days, access to additional paid sick days for appropriate medical issues
- Statutory holiday pay if holiday falls on a vacation day
- 4% vacation pay on gross
- Have consistent access to a vehicle

Jobs Purpose: The Services Manager oversees the Association's services and promotion of Association services to TCSA members.

Description Summary:

- Responsible for the management of the TCSA office and reception desks, including hours scheduling, financial filing, maintenance and tracking of sales items, including clothing merchandise, over-the-counter and school supplies items.
- Manage and ensure consistency of front desk operations, including but not limited to responding to general inquiries, Direct2U Prescription Service, consignment book sales, printing/scanning requests, merchandise & over-the-counter sales, vendor check-in, equipment rentals, fulfilling wrapped and ready orders, and non-TCSA event & clothing sales,
- Maintain clean office and storage spaces, including sweeping, dusting, organizing and communicating consistent storage standards for items held by the Association, etc. Assisting other staff members with after-event cleanup is also expected.
- Organize, make available, and provide specific and accurate information and promotional materials related to all Association services to all Trent students by way of the TCSA office and reception spaces as well as relevant university departments.
- Track and distribute funding for approved student financial assistance including but not limited to Grocery Assistance, Gardasil, Special Assistance, SERF, ATT, Apple, PSE, consignment book sales, club funding and student group non-event ticket sales.
- Sit ex-officio on the Transit, Health Benefits, and Events Committee.
- In collaboration with the Association Executives and the Communications Manager, be responsible for the management of the Brand Ambassador Team, including scheduling their attendance at TCSA events as required, reception desk hours, and ensuring their access to appropriate promotional materials.
- Liaise with the Communications Manager to coordinate services-related communications with students on a consistent basis
- Working within a budget, manage the Association food pantry, including the stocking, purchasing, and inventory of supplies and ensuring food safety laws are followed.

Reports to:

- General Manager
- Association Resource Manager
- Executive Committee

Training:

- Minimum two-week training period with outgoing Services Manager. Mandatory training (i.e., AODA). General orientation to the Association's structure, services, programs, practices, and procedures.

Other Notes/Benefits:

- Parking Pass
- Bus Pass
- Extended Health and Dental Benefits package for employee and spouse/dependents
- Annual Athletics Membership or equivalent value for alternative membership
- Arrangements made for overtime and lieu time
- \$650 allotted for mileage yearly

Transit Service Agreement for Selwyn Township Rural Bus Service 1st day of September, 2022

Between:

Trent Central Student Association (“TCSA”)

and

The Corporation of the Township of Selwyn
 (“Selwyn”)

Recitals

- A. The Township of Selwyn has received funding from the Province of Ontario to establish a rural transportation service operating within Selwyn and Curve Lake First Nation and linking to the City of Peterborough at the main campus of Trent University, 1680 West Bank Drive, Peterborough, Ontario (“The Link”).
- B. TCSA has agreed to provide an annual financial contribution to “The Link” for the duration of 3 years starting in September 2022 for the establishment of a Universal Transit Pass system in which TCSA Transit Pass holders (hereinafter referred to “Transit Pass Holders”) shall be permitted access to “The Link” at no charge to the Transit Pass Holder.
- C. Selwyn wishes to set out the terms and conditions upon which a Universal Transit Pass System and enhanced transit service via The Link is provided to Transit Pass holders.

Now the parties, for the consideration and exchange of the covenants set out herein, the receipt and sufficiency which is hereby acknowledged, agree as follows:

Term and Termination

- 1. Subject to the terms and conditions of this Agreement, the Term shall be 3 years and shall commence on September 1, 2022 (the “Effective Date”) and end on August 31, 2025.
- 2. The parties may extend the Term to align with any extended funding period granted by the Provincial Community Transportation Grant, or similar funding, upon such terms and conditions as the parties may in writing agree to.
- 3. Either party may terminate this Agreement at any time during the Term by providing the other party with six (6) month’s written notice.

TCSA Transit Pass Access to The Link Transit Service

4. The Parties hereby agree that for the duration of the Term (and any extension period), all Transit Pass Holders will be entitled to unlimited rides on both Link routes for the duration of this agreement, subject to the following conditions:
 - a. Customers hold valid TCSA Transit Passes;
 - b. Customers abide by the policies of Selwyn Township & Peterborough Transit; and
 - c. Customers present a valid TCSA Transit Pass to the Peterborough Transit bus driver upon boarding The Link buses proving their eligibility to ride on The Link.

Services Provided by Selwyn Township

5. Subject to this Agreement, Selwyn shall permit valid Transit Pass Holders access to The Link transit service during the Term.
6. Selwyn reserves the right to add, remove or modify The Link routes within the Township of Selwyn as it deems appropriate, provided the Routes include a stop at the main campus of Trent University.
7. Selwyn reserves the right to adjust the schedule and/or frequency of transit routes comprising The Link in response to ridership demands or other factors deemed appropriate by Selwyn in its sole opinion provided Selwyn has provided notice to TCSA and has consulted with TCSA prior to implementing the change.

Program Administration Provided by Selwyn Township

8. Selwyn shall administer a base rural transit service, known as The Link, on behalf of operator, Peterborough Transit during the term of the agreement. The designated rural transit service is comprised of two routes using accessible buses, providing undesignated flag and designated stops, both accessible and non-accessible, as mutually agreed by the parties, as described below:
 - a. Curve Lake – Lakefield Route: Running between Curve Lake, Lakefield and Trent University (1680 West Bank Drive, Peterborough), Monday to Friday (except holidays as outlined in Section 10), on a schedule and frequency to be agreed upon between the parties and attached hereto as Appendix A, and

- b. Ennismore – Bridgenorth Route: Running between Ennismore, Bridgenorth and Trent University (1680 West Bank Drive, Peterborough), Monday to Friday (except holidays as outlined in Section 10) on a schedule and frequency to be agreed upon between the parties and attached hereto as Appendix A.
- 9. Unless otherwise stated, modifications or changes (enhancements/reductions) to The Link services shall be made and confirmed in writing.
- 10. Unless otherwise agreed under Section 11 “Other Enhanced Services”, the Link service will not be provided on the following Statutory Holidays: New Year’s Day, Family Day, Good Friday, Victoria Day, Canada Day, Civic Day, Labour Day, Thanksgiving Day, Christmas Day and Boxing Day.

Other Enhanced Services

- 11. Notwithstanding anything to the contrary, TCSA and Selwyn may enter into an additional agreement(s) to provide additional customer service enhancements via Peterborough Transit operations, as follows:
 - a. Additional transit services on weekends or statutory holidays;
 - b. Additional buses or additional routes to improve frequency of services.

Program Administration

- 12. The parties covenant with each other to:
 - a. Review and/or resolve service levels, route performance, ridership, and other performance issues that may arise from time to time; and
 - b. Discuss program or service issues, changes to services or to this agreement.
- 13. Any new or enhanced services benefitting Transit Pass Holders provided by Selwyn via Peterborough Transit will be on a fee for service basis as negotiated pursuant to section 21.
- 14. The TCSA shall administer the TCSA transit pass program at Trent University except as detailed in Section 16 and Section 17, through the continuation or development and implementation of policies including policies concerning:
 - a. Establishing collection and management of Transit Pass fees with eligible customers (I.e. Trent students);

- b. Refund policies and processes for Transit Pass customers;
 - c. Policies and processes for replacing lost or stolen Transit Passes (including issuing temporary passes as required);
 - d. Anti-fraud policies including use of student/staff photo ID card or Student/Staff Transit Pass to provide eligibility for access to The Link buses;
 - e. Dissemination of printed route maps and schedules to Transit Pass Holders for all Link services and other new services as part of the agreement including any planned variations to routes or schedules for different periods under the agreement. Electronic copies of route maps and schedules for The Link will be provided by Selwyn (unless otherwise agreed to) for posting to the TCSA website and printed copies will be provided by Selwyn for distribution on buses and on Trent campus at locations approved by the TCSA. Selwyn will promptly post electronic copies of routes maps and schedules for The Link routes on the applicable Selwyn and Peterborough website(s):

www.selwyntownship.ca/thelink
www.peterborough.ca/transit
 - f. Support Selwyn, however agreed to, in their efforts to advertise and market the service to Transit Pass holders and the wider Trent community; including information on The Link's policies, route maps, rates and schedules on TCSA websites or other digital platforms deemed appropriate.
 - g. Forwarding Transit Pass complaints about The Link to Selwyn who will forward a copy of the same to Peterborough Transit and develop appropriate response strategies with TCSA input.
15. Where the TCSA agrees to collect fares at the designated Link pass sales locations on Trent Campus (TCSA Student Centre & Blackburn Hall) the TCSA will track all sales and reimburse to Selwyn all Link fares collected.
16. Selwyn will inform the TCSA of Transit Pass ridership data on The Link provided by Peterborough Transit on a schedule agreed to by all parties.
17. Selwyn Township reserves the right to resolve all complaints regarding The Link service which are received by Selwyn.

Fees for Service and Billing

18. In consideration of the payment of Fifty-Five Thousand Dollars (\$55,000) for the September 2022 to August 2023 service year, with an increase of Ten Thousand Dollars (\$10,000) annually by TCSA to Selwyn according to the payment schedule detailed in Section 19, Selwyn, via Peterborough Transit as Operator, will provide The Link bus service to the TCSA Transit Pass Holders as described in this Agreement, as may be amended. Should Selwyn and TCSA agree, in accordance with Section 2, to extend the Term then the Parties shall, acting reasonably and in good faith, negotiate an additional fee payable in consideration of the additional term.
19. Selwyn will invoice the TCSA annually in September for the full 12-month contract value in accordance with the Payment Schedule agreed upon between the parties and attached hereto as Appendix B. The TCSA shall pay each invoice within 30 calendar days of receipt.
20. In the event of a termination of service in accordance with this agreement, any reconciled amounts owing up to the termination date will be processed as soon as practicable following the termination date.
21. Selwyn will provide, via Peterborough Transit operations, other enhanced services as described in Section 11 of this agreement and will invoice the TCSA separately for these services in accordance with the terms of the separate agreements covering these services.

Service Disruptions

22. In the event of a service disruption impacting The Link services established as part of this agreement Selwyn shall, as soon as becoming aware of such disruption, provide notice to the TCSA of the service disruption and the anticipated length of time before full services can be restored (if known).
23. The Parties agree that Selwyn will not be held responsible for service disruptions due to external factors (e.g. traffic congestion, weather, etc.) impacting on-time service performance of The Link services.
24. Where a planned event, such as a detour or road construction, is anticipated to result in a disruption to service along a route covered by this agreement, Selwyn will notify the TCSA as soon as they are aware of the disruption and will provide as much advance notice as possible to allow for the joint development of plans for changes to service during the period of disruption. If the TCSA is aware of an event, such as a detour or road construction, that will result in a disruption to service along a route covered by this agreement, the TCSA will notify Selwyn as soon as they are aware of the disruption, and will provide as much advance

notice as possible of any changes proposed to the service during the period of the disruption. During the disruption, Selwyn will ensure appropriate notification of the service disruption in accordance with current Peterborough Transit policies and may implement other measures including but not limited to providing a detour for the route, temporarily closing stops, opening temporary stops, or modifying the schedule in order to maintain service.

25. In the event of a labour disruption at either Peterborough Transit or Selwyn Township, service will be suspended pending resolution of the labour disruption.

Indemnity

26. TCSA shall exonerate, indemnify and hold harmless Selwyn, its directors, officers, employees and agents from and against any and all Claims which may be suffered or incurred by, accrue against or be charged to or recoverable from Selwyn that are caused by the TCSA's negligence or wilful misconduct related to the administration of the TCSA transit pass program.

Miscellaneous

27. The TCSA will not assign this agreement, or any of the rights granted by this agreement, without prior written approval of Selwyn.
28. This Agreement and all schedules and attachments are subject to the Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA"). Any information collected by the TCSA pursuant to this Agreement is subject to the rights and safeguards provide for in the MFIPPA.
29. The parties hereto declare that nothing in this Agreement shall be construed as creating a legally binding partnership, joint venture or agency relationship between them. Neither party is in any way authorized to make a promise, agreement, or contract on behalf of the other nor is Selwyn deemed to be a sales agent for the TCSA.
30. If any provision of this agreement is determined by a Court of competent jurisdiction to be invalid or unenforceable, in whole or in part, such invalidity or unenforceability shall only attach to the impugned provision and shall be severed from this agreement. The remaining provisions of this agreement shall continue in full force and effect, provided that the context allow the remaining provisions to give effect to the parties' intent in signing this agreement. The remaining provisions shall be interpreted in the same as they would have been had the severance not taken place.

31. This agreement shall be governed by and be interpreted in accordance with the laws of the Province of Ontario.
32. Neither party by reason of this agreement or of any discussion leading up to or in connection with this agreement has or shall be understood to have a fiduciary duty or trust relationship with the other party except as may be explicitly stated in this agreement.
33. This agreement is the entire agreement between the parties relating to the matters dealt with herein and it supersedes all prior understandings, discussions, negotiations, commitments, representations, warranties and agreements, whether written or oral, express or implied between the parties as of the Effective Date.
34. In this agreement, words in the singular include the plural and vice-versa and words in one gender include all genders.
35. Each party represents and warrants to the other that:
 - a. it is a validly existing legal entity under the laws of Ontario;
 - b. it has the requisite legislative and other authority and necessary approvals to enter into this agreement and carry out its terms;
 - c. it has or will take such necessary steps to ensure that it has all approvals, including budget and licencing approvals, which are required to in order to fulfill its obligations under this agreement; and
 - d. that it will not enter into any agreement or arrangement that would restrict or materially alter the other party's ability to perform its obligations under this agreement.

Notices

36. Any notice, or other communication required or permitted to be given hereunder by either party to this Agreement shall be in writing and shall be delivered in person, or by email, addressed as follows:

The Township of Selwyn
Telephone: 705-292-9507
Attention: Clerk of the Municipality – achittick@selwyntownship.ca

Mailing Address
P.O. Box 270

Office Location
1310 Centre Line

Bridgenorth ON K0L 1H0

Selwyn, Ontario

Trent Central Student Association:
Telephone: 705-748-1000
Attention: Wendy Walker, President

Trent Central Student Association,
Trent University
1680 W Bank Dr,
Peterborough, ON
K9J 7B8

In Witness Whereof the parties have duly executed this Agreement.

The Corporation of The Township of Selwyn

By: _____

Date of Signing

By: _____

Clerk Angela Chittick

The Trent Central Student Association

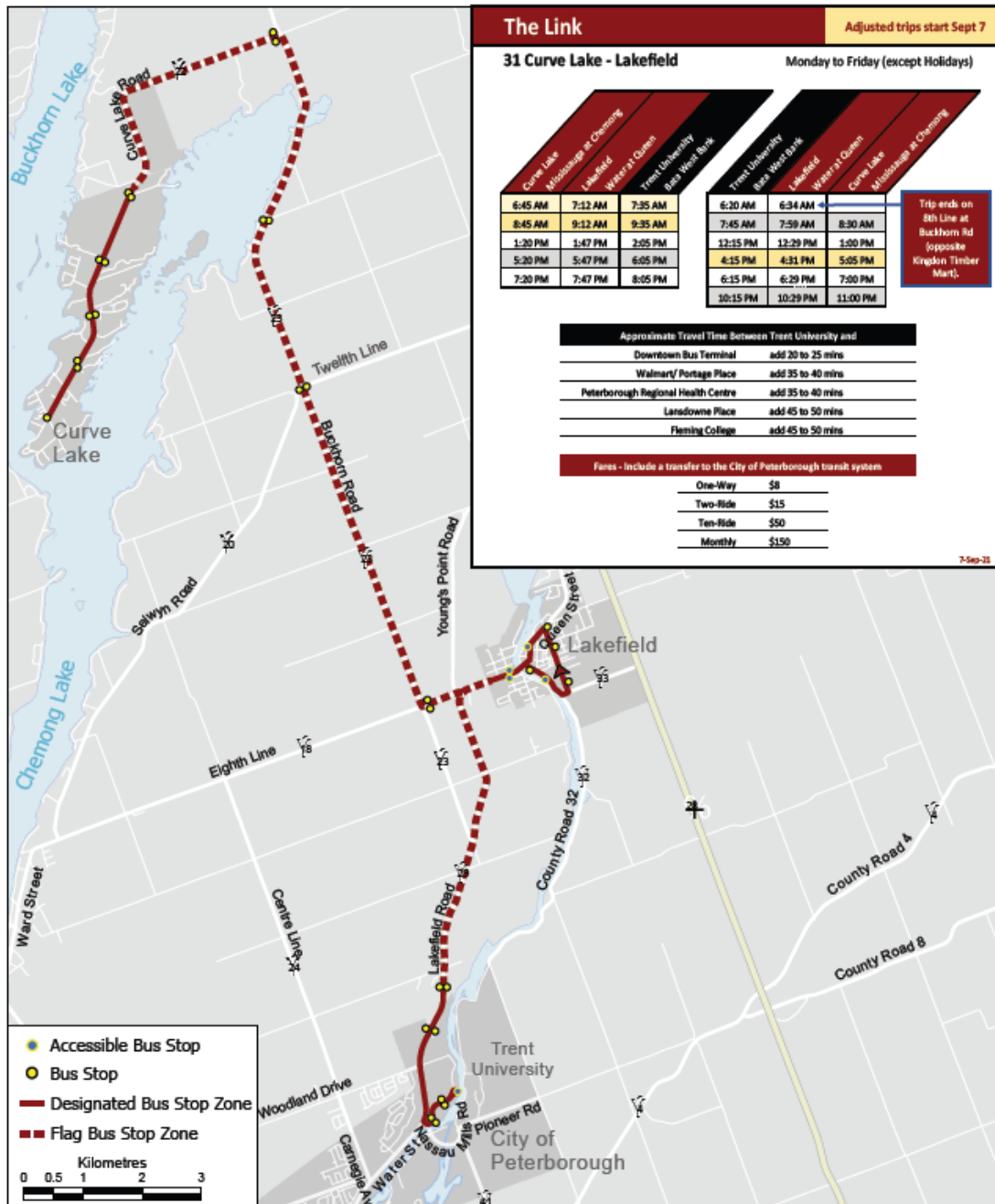
Date of Signing

By: _____

[Zoe Litow-Daye](#)

Appendix A – The Link 2022 Base Service, Fare Pass Sales & Transfer Scenarios.

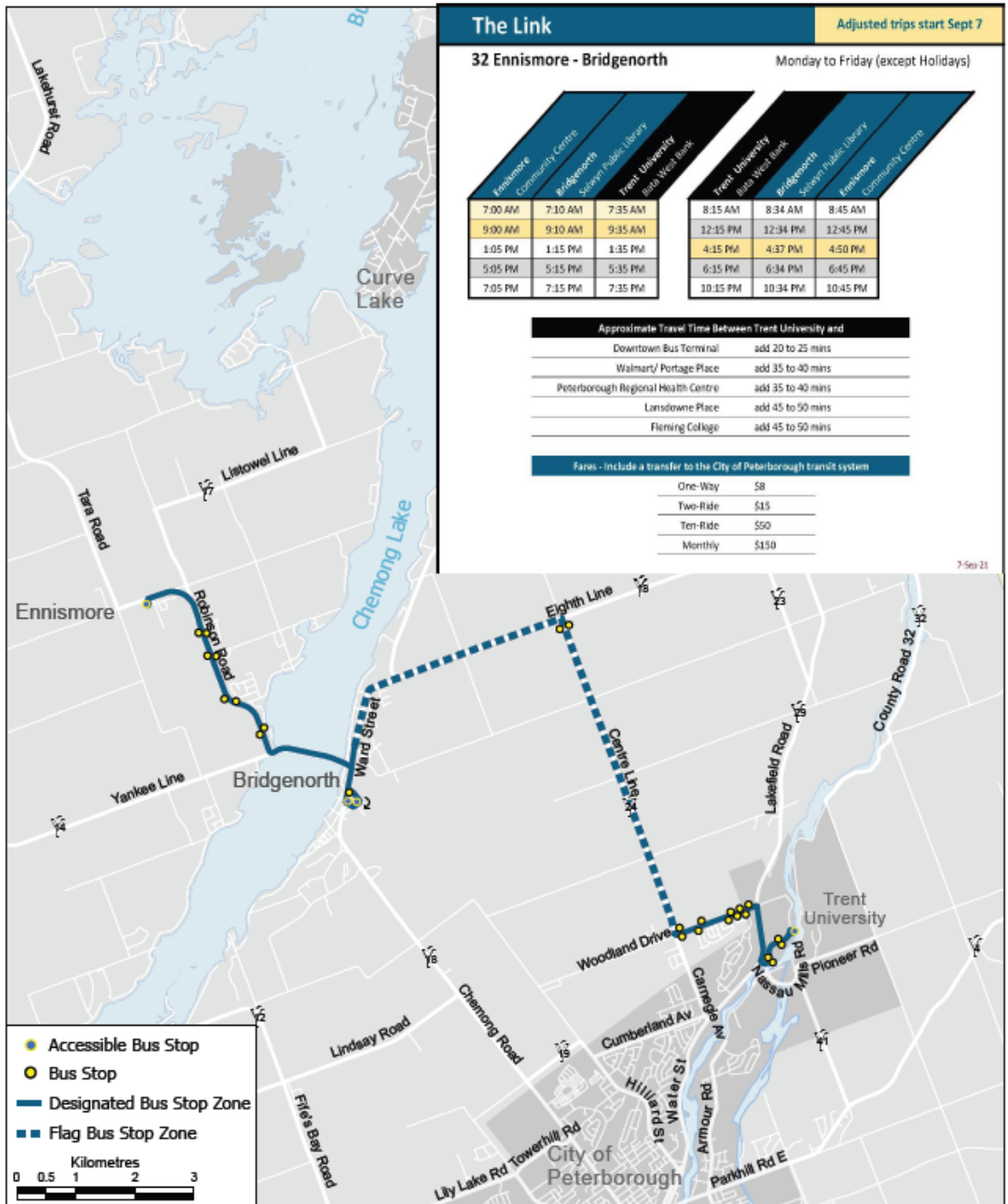
2022 Base Service Route 31 Curve Lake - Lakefield



For service information, contact:
 Peterborough Transit Terminal
 705-745-0525
www.peterborough.ca/transit

For general inquiries, contact:
 Township of Selwyn
 705-292-9507
www.selwyntownship.ca/thelink

2022 Base Service Route 32 Ennismore – Bridgenorth



For service information, contact:
 Peterborough Transit Terminal
 705-745-0525
www.peterborough.ca/transit

For general inquiries, contact:
 Township of Selwyn
 705-292-9507
www.selwyntownship.ca/thelink

Appendix B – The Link Bus Service Payment Schedule

Table 1. Financial Contributions from TCSA to Selwyn for The Link Bus Service

Service Year	Payment Date	Contribution
September 2022-August 2023	September 2022	\$55,000
September 2023-August 2024	September 2023	\$65,000
September 2024-August 2025	September 2024	\$75,000