

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00PM
ON WEDNESDAY, SEPTEMBER 26, 2018**

Those present were

Mrs. Sheryl Rooth	-	Chair
Mr. Dean Sheppard	-	Vice Chair
Mr. Jesse Helmer	-	Commissioner
Mr. Eric Southern	-	Commissioner
Mr. Phil Squire	-	Commissioner

Also present were

Mrs. Kelly Paleczny	-	General Manager
Mrs. Katie Burns	-	Director of Planning
Mrs. Joanne Galloway	-	Director of Human Resources
Mr. Mike Gregor	-	Director of Finance
Mr. Craig Morneau	-	Director of Fleet & Facilities
Mr. Shawn Wilson	-	Director of Operations
Mrs. Caroline Roy	-	Secretary

Meeting to order

The Chair called the meeting to order.

**Completion and
Acceptance of
Agenda**

The Chair called for acceptance of the agenda, Mr. Helmer moves, seconded by Mr. Southern 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

Mr. Helmer moves, seconded by Mr. Squire, the minutes of the meeting held on August 29, 2018 be APPROVED. CARRIED.

**3rd Report of the
Accessible Public
Transit Advisory
Committee**

With regard to the 3rd Report of the Accessible Public Transit Advisory Committee meeting held on September 18, 2018, copy attached, Mr. Southern moves, seconded by Mr. Helmer the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Pilot Project of
Offering One Month
of Free Transit**

With regard to the email from Eric Southern, Commissioner, dated September 14, 2018 re Pilot Project of Offering One Month of Free Transit, copy attached, Mr. Southern moves, seconded by Mr. Helmer, the Commission DIRECT administration report back, as part of the Ridership Growth/Fare Strategy Report, consideration of offering a month of free transit noting the report is to include the social benefits, financial impact as well as funding options for same.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Post-2019
Conventional Transit
Service Framework
Update**

The Commission received a presentation from Dennis Kar, Dillon Consulting regarding the Post-2019 Conventional Transit Service Framework Update report, copy attached, Mr. Sheppard moves, seconded by Mr. Southern, the Commission:

- i) APPROVE in principle the draft Rapid Transit Integration Strategy;
- ii) DIRECT administration finalize the Rapid Transit Integration Strategy, including additional public consultation; and
- iii) PRESENT the final Rapid Transit Integration Strategy report and recommendations at the Commission's October 31, 2018 meeting.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Industrial Service
Strategy Update**

With regard to the Industrial Service Strategy Update report, copy attached, Mr. Southern moves, seconded by Mr. Helmer, the Commission:

- i) DIRECT administration to include consideration of modifications to Routes 28 and 30 in the Draft 2019 Service Plan, noting the intent of these modifications would be to provide enhanced transit service to the Exeter/White Oaks and Wilton Grove industrial areas;
- ii) DIRECT administration to issue a Request for Proposal for the provision of a TransCab/Dial-a-Ride service from both Fanshawe College and Argyle Mall, noting the intent of providing connections from each of these terminal points to the Airport, Sovereign/River Road and Innovation Park industrial areas; and
- iii) DIRECT administration to report back on the estimated costs of the TransCab/Dial-a-Ride service subsequent to the closing of the Request for Proposal in ii) above, including potential sources of funding for the service.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Fall Service Update –
Conventional Transit**

With regard to the Fall Service Update – Conventional Transit report, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**2018 Road
Construction Update**

With regard to the 2018 Road Construction Update report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**2018 Commission
Drop-in Sessions**

With regard to the 2018 Commission Drop-in Sessions report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Financial Update –
Conventional Budget
– August 31, 2018**

With regard to the Financial Update – Conventional Budget – August 31, 2018 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Financial Update –
Specialized Budget –
August 31, 2018**

With regard to the Financial Update – Specialized Budget – August 31, 2018 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Financial Update –
Capital Budget
Programs – August
31, 2018**

With regard to the Financial Update – Capital Budget Programs – August 31, 2018 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer, Mr. Sheppard, Mr. Southern and Mr. Squire.

CARRIED.

**Date of Next
Meeting**

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

Wednesday, October 31, 2018 at 5:00pm

Adjournment

Mr. Helmer moves, seconded by Mr. Sheppard, the meeting be adjourned.
CARRIED. The meeting adjourned at 7:00pm

Sheryl Rooth - Chair

Caroline Roy - Secretary