

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00PM
ON WEDNESDAY, OCTOBER 31, 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
Mr. Patrick Cormier	-	Manager of Information Services
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. Sheppard 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. Sheppard moves, seconded by Mr. Helmer, the minutes of the meeting held on September 26, 2018 be APPROVED. CARRIED.

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

- i. APPROVE the Transit Network Rapid Transit Integration Framework as the framework for progressive development of the overall transit service network including the Rapid Transit corridors;
- ii. APPROVE the Financial Plan Summary – noting same will be used in the development of the Commission’s overall Financial Plan, the City’s multiyear operating and capital program specific to public transit operations and rapid transit; and
- iii. DIRECT administration forward the Transit Network Rapid Transit Integration Framework to the Rapid Transit Implementation Working Group for information purposes.

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

CARRIED.

**Email from S. Rooth,
re LTC Information
Session for New
Council Members**

With regard to the email from Sheryl Rooth, Commission Chair, dated October 16, 2018 re LTC Information Session for New Council Members, copy attached, Mr. Sheppard moves, seconded by Mr. Southern, the Commission:

- i. DIRECT administration compile an updated resource book on relevant and ongoing programs related to London Transit to be shared with new members of Council; and
- ii. DIRECT administration hold facility tours for new members of Council followed by a question and answer session with senior management to be held no later than the end of January 2019.

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

CARRIED.

**Draft 2019
Conventional Service
Plan**

With regard to the Draft 2019 Conventional Service Plan report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the Commission:

- i. APPROVE, in principle, the draft 2019 conventional service plan;
- ii. DIRECT administration to finalize the 2019 service plan, including, where appropriate, meeting with affected communities regarding the potential changes and forward a copy of the draft service plan report to Members of Council; and
- iii. PRESENT the final 2019 service plan report and recommendations at the Commission's January 30, 2019 meeting.

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

CARRIED.

**Transit Advertising
Contract**

With regard to the Transit Advertising Contract report, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, the Commission APPROVE exercising the five year contract renewal option for bus advertising, taking effect January 1, 2019 with Lamar Advertising noting in exercising the option, the Commission will receive guaranteed revenue over the renewal period of \$2,350,000.

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. Southern 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 Work Program –
Information
Technology – Third
Quarter Update**

With regard to the 2018 Work Program – Information Technology – Third Quarter Update 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 Work Program –
Human Resources –
Third Quarter Update**

With regard to the 2018 Work Program – Human Resources – Third Quarter Update 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 Work Program – Planning – Third Quarter Update

With regard to the 2018 Work Program – Planning – Third Quarter Update report, 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.

2018 Work Program – Fleet & Facilities – Third Quarter Update

With regard to the 2018 Work Program – Fleet & Facilities – Third Quarter Update report, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

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

CARRIED.

Financial Update – Conventional Budget – September 30, 2018

With regard to the Financial Update – Conventional Budget – September 30, 2018 report, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

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

CARRIED.

Financial Update – Specialized Budget – September 30, 2018

With regard to the Financial Update – Specialized Budget – September 30, 2018 report, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

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

CARRIED.

Financial Update – Capital Budget Programs – September 30, 2018

With regard to the Financial Update – Capital Budget Programs – September 30, 2018 report, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, 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, November 28, 2018 at 5:00pm

In Camera Session

Consistent with the provision of Section 239 of the Municipal Act, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission move In Camera to CONSIDER:

- 1) Personnel matters about identifiable individuals, including municipal or local board employees.

CARRIED.

At the In Camera session, the Commission met to CONSIDER:

- 1) Personnel matters about identifiable individuals, including municipal or local board employees.

Pursuant to procedural requirement of Section 239 of the Municipal Act the Commission REPORTED PROGRESS on:

- 1) Personnel matters about identifiable individuals, including municipal or local board employees.

CARRIED.

Adjournment

Mr. Helmer moves, seconded by Mr. Southern, the meeting be adjourned. CARRIED.
The meeting adjourned at 7:05 pm

Sheryl Rooth - Chair

Caroline Roy - Secretary