

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00PM
ON WEDNESDAY APRIL 24, 2019**

Those present were

Mrs. Sheryl Rooth	-	Chair
Mr. Phil Squire	-	Vice Chair
Mr. Tariq Khan	-	Commissioner
Mrs. Tanya Park	-	Commissioner

With regret:

Mr. Jesse Helmer	-	Commissioner
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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, Mrs. Park moves, seconded by Mr. Squire, 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

Mrs. Park moves, seconded by Mr. Khan, the minutes of the meeting held on March 27, 2019 be APPROVED. CARRIED.

**Draft 2018 Annual
Report**

With regard to the Draft 2018 Annual Report report, copy attached, Mr. Khan moves, seconded by Mr. Squire, the Commission:

- (i) APPROVE the Draft 2018 Annual Report, attached as Enclosure I; and
- (ii) DIRECT administration forward the approved 2018 Annual Report to Municipal Council for its review and consideration.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan, and Mrs. Park

CARRIED

**2019 Transit Shelter
Program**

With regard to the 2019 Transit Shelter Program report, copy attached, Mrs. Park moves, seconded by Mr. Khan, the Commission APPROVE the following list of warranted locations for installation of non-advertising shelters in 2019:

- a. Western north of Phillip Aziz northbound
- b. Western and Elgin Drive southbound
- c. Richmond and University Drive southbound
- d. Wharnccliffe south of Baseline northbound (alternate 1)
- e. Western and Lambton northbound (alternate 2)

It being noted that:

- the sites are subject to approval by the City of London (i.e. sightlines, utility locates, traffic flow and safety); and
- if required, a signed encroachment agreement with the property owner must be obtained

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan, and Mrs. Park

CARRIED

Provincial Gas Tax for Transit Program

With regard to the Provincial Gas Tax for Transit Program report, copy attached, Mrs. Park moves, seconded by Mr. Squire, the Commission:

- i. APPROVE the removal of the On-Board Information Screen Program from the Public Transit Investment Fund (PTIF) project list; and
- ii. DIRECT administration to undertake a detailed assessment of Provincial Gas Tax utilization as part of the next multi-year budget program.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

Investing in Canada – Public Transit Infrastructure Stream (PTIS) Update

With regard to the Investing in Canada – Public Transit Infrastructure Stream (PTIS) Update report, copy attached, Mr. Khan moves, seconded by Mrs. Park, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

2019 Road Construction Update

With regard to the 2019 Road Construction Update report, copy attached, Mr. Khan moves, seconded by Mrs. Park, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

2019 Special Events – Transit Service Impacts

With regard to the 2019 Special Events – Transit Service Impacts report, copy attached, Mrs. Park moves, seconded by Mr. Squire, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

2019 Work Program – Fleet & Facilities – First Quarter Update

With regard to the 2019 Work Program – Fleet & Facilities – First Quarter Update report, copy attached, Mr. Khan moves, seconded by Mr. Squire, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

2019 Work Program – Operations – First Quarter Update

With regard to the 2019 Work Program – Operations – First Quarter Update report, copy attached, Mr. Khan moves, seconded by Mrs. Park, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

2019 Work Program – Planning – First Quarter Update

With regard to the 2019 Work Program – Planning – First Quarter Update report, copy attached, Mr. Khan moves, seconded by Mrs. Park, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

**Financial Update –
Conventional Transit
Services – Operating
Budget – March 31,
2019**

With regard to the Financial Update – Conventional Transit Services – Operating Budget – March 31, 2019 report, copy attached, Mr. Squire moves, seconded by Mr. Khan, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

**Financial Update –
Specialized Transit
Services – Operating
Budget – March 31,
2019**

With regard to the Financial Update – Specialized Transit Services – Operating Budget – March 31, 2019 report, copy attached, Mr. Squire moves, seconded by Mr. Khan, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

**Financial Update –
Capital Budget
Programs – March 31,
2019**

With regard to the Financial Update – Capital Budget Programs – March 31, 2019 report, copy attached, Mr. Squire moves, seconded by Mr. Khan, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Squire, Mr. Khan and Mrs. Park

CARRIED

Date of Next Meeting

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

Wednesday May 29, 2019

Adjournment

Mr. Khan moves, seconded by Mrs. Park, the meeting be adjourned. CARRIED. The meeting adjourned at 6:05PM.

Sheryl Rooth - Chair

Caroline Roy - Secretary