

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

Also present were

Mrs. Kelly Paleczny - General Manager
Mrs. Katie Burns - Director of Planning
Mrs. Joanne Galloway - Director of Human Resources
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 as amended, Mr. Squire moves, seconded by Mr. Khan, the acceptance of the agenda as amended. CARRIED.

**Disclosures
of Pecuniary Interest**

The Chair called for disclosures of pecuniary interest with respect to the agenda as amended. There were no conflicts of interest declared.

Minutes

Mr. Khan moves, seconded by Mr. Squire, the minutes of the meeting held on May 29, 2019 be APPROVED. CARRIED.

**2019 – 2020 General
Insurance Program
Renewal**

With regard to the 2019 – 2020 General Insurance Program Renewal report, copy attached, Mr. Squire moves, seconded by Mr. Khan, the Commission:

- i) APPROVE the general insurance program for the period of July 1, 2019 through June 30, 2020 at a total annual cost of \$1,737,925 exclusive of applicable sales tax and deductible costs, the particulars of which are as follows:

| Coverage | Premium | Insurer |
|--------------------------------|----------------|---------------------|
| Automobile | \$ 1,451,509 | Zurich |
| Additional Liability (\$5 mil) | 100,000 | Catlin Canada |
| Property | 145,341 | Zurich |
| Travel Insurance | 750 | Industrial Alliance |
| Boiler & Machinery | 2,241 | Aviva |
| Directors & Officers | 13,800 | AIG |
| Environmental | 24,284 | Chubb |

- ii) APPROVE the broker services for the period of July 1, 2019 through to June 30, 2020 with Marsh Canada at a cost of \$77,250; and

- iii) DIRECT administration to work with Marsh to assess options for the 2020 renewal.

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

CARRIED.

2018 Ridership Assessment

With regard to the 2018 Ridership Assessment report, copy attached, Mrs. Park moves, seconded by Mr. Khan, the report be NOTED and FILED.

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

CARRIED.

Fare Strategy

With regard to the Fare Strategy report, copy attached, Mrs. Park moves, seconded by Mr. Squire, the Commission:

- i) CONFIRM the fare pricing and media strategy objectives and principles as set out below:

Fare pricing and media strategy objectives:

- meet established transportation revenue requirements;
- maintain and build ridership, mitigating the traditional ridership loss associated with fare increases; and
- ensure that fare administration is both effective and efficient, balancing fare administration cost, fare validation requirements and customer convenience.

The fare pricing and media strategy reflects the following principles:

- customers want a service that provides direct travel that is convenient, reliable, safe, and affordable;
- customers are sensitive to savings;
- fare pricing and media options can influence service use;
- customers will pay for service quality;
- that it is beyond the mandate and expertise of London Transit to effectively resolve broader social and community issues related to income distribution; and
- that new or reduced concession fares, intend to resolve broader social and community issues relating to income distribution be considered if arrangements are made to subsidize London Transit for the associated loss of revenue – noting such subsidy is not a public transit subsidy but a subsidy supporting a defined group's use of the service.

- ii) DIRECT administration to utilize the fare strategy objectives and principles in the development of the multi-year budget to be tabled for consideration at the August meeting, noting same will include a recommended fare increase(s).

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

CARRIED.

2020 – 2023 Multi-Year Budget

With regard to the 2020 – 2023 Multi-Year Budget report, copy attached, Mrs. Park moves, seconded by Mr. Khan, the report be RECEIVED for information.

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

CARRIED.

2019 Road Construction Update

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

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

CARRIED.

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

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

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

CARRIED.

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

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

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

CARRIED.

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

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

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

CARRIED.

Industrial Service

With regard to the verbal Industrial Service update, Mr. Khan moves, seconded by Mrs. Park, the verbal update be NOTED and FILED

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

CARRIED.

In Camera Session

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

- 1) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations and employee negotiations in regard to the Commission's union, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission.

CARRIED.

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

- 1) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations and employee negotiations in regard to the Commission's union, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission.

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

- 1) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations and employee negotiations in regard to the Commission's union, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission.

CARRIED.

Date of Next Meeting

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

Wednesday August 28, 2019

Adjournment

Mr. Khan moves, seconded by Mr. Squire, the meeting be adjourned. CARRIED.
The meeting adjourned at 6:30PM.

Sheryl Rooth - Chair

Caroline Roy - Secretary