

**MINUTES OF THE LONDON TRANSIT COMMISSION  
HELD IN THE COMMISSION BOARDROOM AT 5:00PM  
ON WEDNESDAY NOVEMBER 27, 2019**

Those present were

Mrs. Sheryl Rooth	-	Chair
Mr. Phil Squire	-	Vice Chair
Mr. Jesse Helmer	-	Commissioner
Mr. Tariq Khan	-	Commissioner

Absent with regret

Mrs. Tanya Park	-	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 as amended, Mr. Squire moves, seconded by Mr. Khan, the acceptance of the agenda as amended. CARRIED.

**Election of Chair  
and Vice-Chair**

The Secretary called for nominations for the position of Chair for the term ending November 30, 2020.

The following nomination was received:

Mrs. Rooth nominated Mr. Squire

The Secretary asked for further nominations for the position of Chair for the term ending November 30, 2020. There being no further nominations, Mr. Helmer moves, seconded by Mr. Khan, nominations for the position of Chair be closed. CARRIED.

Mr. Squire was acclaimed Chair of the Commission for the term ending to November 30, 2020.

The Secretary asked for nominations for the position of Vice-Chair for the term ending November 30, 2020.

The following nominations were received:

Mr. Squire nominated Mr. Khan  
Mrs. Rooth nominated Mrs. Park

The Secretary asked for further nominations for the position of Vice-Chair for the term ending November 30, 2020. There being no further nominations, Mr. Helmer moves, seconded by Mr. Squire, nominations for the position of Vice-Chair be closed. CARRIED.

A vote was held for the position of Vice-Chair – results are as follows:

Voting for Mr. Khan were Mr. Helmer, Mr. Khan and Mr. Squire  
Voting for Mrs. Park was Mrs. Rooth

Mr. Khan was elected Vice-Chair of the Commission for the term ending November 30, 2020.

**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. Helmer, the minutes of the meeting held on October 30, 2019 be APPROVED. CARRIED.

**4<sup>th</sup> Report of the  
Accessible Public  
Transit Advisory  
Committee**

With regard to the 4<sup>th</sup> Report of the Accessible Public Transit Service Advisory Committee meeting held on November 7, 2019, copy attached, Mr. Khan moves, seconded by Mr. Helmer, the report be NOTED and FILED

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

CARRIED.

**Accessibility Plan  
Update**

With regard to the Accessibility Plan Update report, copy attached, Mr. Khan moves, seconded by Mr. Helmer, the Commission:

- i) APPROVE the Draft 2020-2025 Accessibility Plan as set out in Enclosure I; and
- ii) DIRECT administration to post the approved plan in accordance with the Integrated Accessibility Standards Regulation requirements.

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

CARRIED.

**Contract Award – 2020-  
2022 Replacement and  
Expansion Buses**

With regard to the Contract Award – 2020-2022 Replacement and Expansion Buses report, copy attached, Mr. Squire moves, seconded by Mr. Helmer, the Commission:

- i) ACCEPT the bid submission from New Flyer Industries Canada, ULC for the supply of both 40' and 60' replacement and expansion buses for the period of 2020 through 2022, at a unit cost of \$564,857.40 and \$879,148.40 exclusive of applicable taxes respectively;
- ii) DIRECT the administration finalize the appropriate contract with New Flyer Industries Canada, ULC; and
- iii) APPROVE the early purchase of the 2020 replacement bus requirements (16 - 40' buses) from New Flyer Industries Canada, ULC at a total cost of \$9,424,918, exclusive of applicable taxes.

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

CARRIED.

**2020 – 2023 Operating  
Budget Update**

With regard to the 2020 – 2023 Operating Budget Update report, copy attached, Mr. Helmer moves, seconded by Mr. Khan, the Commission:

- i) DIRECT administration to provide the estimated impacts on public transit services in London associated with a reduction in service levels to meet the City of London's target of 1.5% increase over 2019 funding levels; and
- ii) DIRECT administration to forward to civic administration for consideration in an effort to mitigate the increase in City of London funding on the base operating budget for 2020, the replacement of Provincial Gas Tax funding allocated to the Bus Replacement Program of \$2.6 million with the increased revenues from the Federal Gas Tax, and allocate the \$2.6 million to the 2020 operating budget for public transit, reducing the base budget increase in City of London funding to 7.4% from the current 15.1%;

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

CARRIED.

**Accessible Public  
Transit Service  
Advisory Committee –  
Application**

With regard to the Accessible Public Transit Service Advisory Committee – Application report, copy attached, Mr. Khan moves, seconded by Mr. Helmer, the Commission ACCEPT the application, as set out in Enclosure I, for a position as a voting member on the Accessible Public Transit Service Advisory Committee for a term ending November 30, 2022.

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

CARRIED.

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

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

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

CARRIED.

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

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

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

CARRIED.

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

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

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

CARRIED.

**2020 Commission  
Meeting Dates**

With regard to the 2020 Commission Meeting Dates report, copy attached, Mr. Khan moves, seconded by Mr. Squire, the Commission CONFIRM the dates of the 2020 Commission regular meetings as follows, noting the meetings are held on the last Wednesday of the month with a starting time of 5:00 p.m.

<u>Date</u>	
January 29, 2020	
February 26, 2020	
March 25, 2020	
April 29, 2020	
May 27, 2020	
June 24, 2020	
July 2020	- Meeting at the call of the Chair
August 26, 2020	
September 30, 2020	
October 28, 2020	
November 25, 2020	
December 2020	- Meeting at the call of the Chair

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

CARRIED.

