

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00PM
ON WEDNESDAY MAY 27, 2020**

Those present were

Mr. Phil Squire	-	Chair
Mr. Tariq Khan	-	Vice Chair (via video conference)
Mr. Jesse Helmer	-	Commissioner (via video conference)
Mrs. Tanya Park	-	Commissioner (via video conference)
Mrs. Sheryl Rooth	-	Commissioner (via video conference)

Also present were

Mrs. Kelly Paleczny	-	General Manager (via video conference)
Mrs. Katie Burns	-	Director of Planning (via video conference)
Mrs. Joanne Galloway	-	Director of Human Resources (via video conference)
Mr. Mike Gregor	-	Director of Finance (via video conference)
Mr. Craig Morneau	-	Director of Fleet & Facilities (via video conference)
Mr. Shawn Wilson	-	Director of Operations (via video conference)
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 Mrs. Park, 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. Rooth moves, seconded by Mr. Khan, the minutes of the meetings held on the April 29, 2020 be APPROVED.

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

CARRIED.

In Camera Session

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

- i) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations 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.
- ii) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission concerning the tuition-based pass contracts.

CARRIED.

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

- i) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations 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.

- ii) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission concerning the tuition-based pass contracts.

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

- i) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations 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.
- ii) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission concerning the tuition-based pass contracts.

LTC Pandemic Response Plan

With regard to the LTC Pandemic Response Plan report, copy attached, Mr. Khan moves, seconded by Mr. Helmer, the report be NOTED and FILED.

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

CARRIED

COVID-19 Financial Impacts

With regard to the COVID-19 Financial Impacts report, copy attached, Mrs. Rooth moves, seconded by Mr. Khan, the Commission:

- i) DIRECT administration to extend rear-door boarding and free fares for the period of June 1 to June 30, 2020 with the exception that anyone requiring accessibility features would continue to be allowed to board at the front doors without payment required;
- ii) DIRECT administration to continue working with the Province in an effort to identify the steps required to return to front door boarding and fare collection to ensure safety for operators and riders and implement same as soon as possible; and
- iii) DIRECT administration to advise civic administration that all funding sources within the Commission's control have been exhausted, and as such, additional operating budget support from the City of London may be required if services continue to operate and no funding relief is provided by the Provincial or Federal levels of government.

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

CARRIED

2019 Draft Annual Report

With regard to the 2019 Draft Annual Report report, copy attached, Mrs. Rooth moves, seconded by Mr. Khan, the Commission:

- i) APPROVE the Draft 2019 Annual Report, attached as Enclosure I; and
- ii) DIRECT the administration forward the approved 2019 Annual Report to Municipal Council for its review and consideration.

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

CARRIED.

2020 Road Construction Update

With regard to the 2020 Road Construction Update report, copy attached, Mrs. Park moves, seconded by Mr. Khan, the report be NOTED and FILED.

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

CARRIED.

Organizational Update

With regard to the Organizational Update report, copy attached, Mr. Helmer moves, seconded by Mrs. Park, the report be NOTED and FILED.

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

CARRIED.

**Financial Update –
Conventional Transit
Operating – April 30,
2020**

With regard to the Financial Update – Conventional Transit Operating – April 30, 2020 report, copy attached, Mr. Helmer moves, seconded by Mrs. Park, the report be NOTED and FILED.

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

CARRIED.

**Financial Update –
Specialized Transit
Services – Operating
Budget – April 30,
2020**

With regard to the Financial Update – Specialized Transit Services – Operating Budget – April 30, 2020 report, copy attached, Mr. Helmer moves, seconded by Mrs. Park, the report be NOTED and FILED.

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

CARRIED.

**Financial Update –
Capital Budget
Programs – April 30,
2020**

With regard to the Financial Update – Capital Budget Programs – March 31, 2020 report, copy attached, Mrs. Rooth moves, seconded by Mr. Helmer, the report be NOTED and FILED.

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

CARRIED.

Date of Next Meeting

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

Wednesday June 24, 2020 at 5:00 p.m.

Adjournment

Mr. Khan moves, seconded by Mrs. Park, the meeting be adjourned. CARRIED. The meeting adjourned at 5:55 p.m.

Phil Squire - Chair

Caroline Roy - Secretary