

**MINUTES OF THE LONDON TRANSIT COMMISSION  
HELD IN THE COMMISSION BOARDROOM AT 5:00PM  
ON WEDNESDAY JULY 29, 2020**

Those present were

Mr. Phil Squire	-	Chair
Mr. Tariq Khan	-	Vice Chair (via video conference)
Mr. Jesse Helmer	-	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

Absent with regret

Mrs. Tanya Park	-	Commissioner
-----------------	---	--------------

**Meeting to order**

The Chair called the meeting to order.

**Completion and  
Acceptance of  
Agenda**

The Chair called for acceptance of the agenda, Mr. Khan moves, seconded by Mrs. Rooth, 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. Helmer, the minutes of the meetings held on the June 24, 2020 be APPROVED.

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

CARRIED.

**In Camera Session**

Consistent with the provision of Section 239 of the Municipal Act, Mrs. Rooth moves, seconded by Mr. Khan, 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.

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.

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.

**COVID-19 Pandemic Response**

With regard to the COVID-19 Pandemic Response report, copy attached, Mr. Khan moves, seconded by Mr. Squire, the Commission DIRECT administration return to front-door boarding and fare collection on August 15, 2020 on only buses with barriers; and maintain the September 1, 2020 date for the return to front-door boarding and fare collection on all buses.

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

MOTION FAILED

Mr. Helmer moves, seconded by Mrs. Rooth, the Commission:

- i) DIRECT administration to return to front-door boarding and fare collection no later than September 1, 2020 with a preference to do so sometime in August if possible;
- ii) DIRECT administration to increase conventional transit service levels to approximately 90% of September 2019 service levels effective September 6, 2020;
- iii) DIRECT administration to begin to increase specialized transit service levels in response to demand; and
- iv) DIRECT administration to continue to share financial projections relating to COVID-19 budget impacts with civic administration.

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

CARRIED

**Advocacy Update**

With regard to the Advocacy Update report, copy attached, Mrs. Rooth moves, seconded by Mr. Khan, the report be NOTED and FILED.

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

CARRIED.

**COVID-19 Service and Ridership Impacts**

With regard to the COVID-19 Service and Ridership Impacts report, copy attached, Mr. Helmer moves, seconded by Mr. Khan, the report be NOTED and FILED.

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

CARRIED.

**2020 Commission Work Program Update**

With regard to the 2020 Commission Work Program Update report, copy attached, Mr. Helmer moves, seconded by Mr. Khan, the report be NOTED and FILED.

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

CARRIED.

**2020 Road Construction Update**

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

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

CARRIED.

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

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

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

CARRIED.

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

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

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

CARRIED.

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

With regard to the Financial Update – Capital Budget Programs – June 30, 2020 report, copy attached, Mrs. Rooth moves, seconded by Mr. Kahn, the report be NOTED and FILED.

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

CARRIED.

**Date of Next Meeting**

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

Wednesday August 26, 2020 at 5:00 p.m.

**Adjournment**

Mr. Khan moves, seconded by Mr, Helmer the meeting be adjourned. CARRIED. The meeting adjourned at 6:45 p.m.

\_\_\_\_\_  
Phil Squire - Chair

\_\_\_\_\_  
Caroline Roy - Secretary