

**MINUTES OF THE LONDON TRANSIT COMMISSION  
HELD IN THE COMMISSION BOARDROOM AT 5:00PM  
ON WEDNESDAY OCTOBER 28, 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, Mrs. Park moves, seconded by Mr. Khan, 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. Kahn, the minutes of the meeting held on the September 30, 2020 be APPROVED.

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

CARRIED.

**Draft 2021  
Conventional Transit  
Service Plan**

With regard to the Draft 2021 Conventional Transit Service Plan report, copy attached, Mrs. Park moves, seconded by Mr. Kahn, the Commission:

- i) APPROVE, the Draft 2021 Conventional Service Plan;
- ii) DIRECT administration to forward a copy of the Draft 2021 Conventional Service Plan report to Members of Council for their information;
- iii) DIRECT administration to finalize the 2021 Conventional Service Plan and present same at the Commission's January 27, 2021 meeting; and
- iv) DIRECT administration to issue a Request for Proposal for the completion of an Alternative Service Delivery Implementation Strategy which will include a multi-year plan for implementation as well as a detailed assessment and recommendation of approaches to delivery.

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

CARRIED.

**Advertising Policy Update**

With regard to the Advertising Policy Update report, copy attached, Mrs. Rooth moves, seconded by Mrs. Park, the Commission:

- i) APPROVE the Draft Advertising Policy as set out in Enclosure I, with an effective date of October 29, 2020; and
- ii) APPROVE the modification to the Bus Advertising Contract with Lamar Advertising to remove the reference to the Canadian Advertising Standards in order to be consistent with the Advertising Policy.

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

CARRIED.

**COVID-19 Service and Ridership Impacts**

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

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

CARRIED.

**COVID-19 Funding Update**

With regard to the COVID-19 Funding Update report, copy attached, Mr. Helmer moves, seconded by Mrs. Rooth, the report be NOTED and FILED.

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, Mr. Kahn moves, seconded by Mrs. Rooth, the report be NOTED and FILED.

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

CARRIED.

**Rapid Transit Implementation Update**

With regard to the Rapid Transit Implementation Update report, copy attached, Mr. Helmer moves, seconded by Mrs. Rooth, the report be NOTED and FILED.

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

CARRIED.

**2020 Work Program – Third Quarter Update**

With regard to the 2020 Work Program – Third Quarter Update report, copy attached, Mrs. Park moves, seconded by Mrs. Rooth, the report be NOTED and FILED.

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

CARRIED.

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

With regard to the Financial Update – Conventional Transit Operating – September 30, 2020 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 –  
Specialized Transit  
Services – Operating  
Budget – September  
30, 2020**

With regard to the Financial Update – Specialized Transit Services – Operating Budget – September 30, 2020 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 –  
Capital Budget  
Programs – September  
30, 2020**

With regard to the Financial Update – Capital Budget Programs – September 30, 2020 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.

**Date of Next Meeting**

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

Wednesday November 25, 2020 at 5:00 p.m.

**Adjournment**

Mrs. Rooth moves, seconded by Mr. Helmer the meeting be adjourned. CARRIED.  
The meeting adjourned at 5:25 p.m.

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Phil Squire - Chair

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Caroline Roy - Secretary