

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00PM
ON WEDNESDAY NOVEMBER 25, 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 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.

**Election of Chair
and Vice-Chair**

The Secretary called for nominations for the position of Chair for the term of December 1, 2020 to November 30, 2021.

The following nomination was received:

Mrs. Rooth nominated Mr. Squire

The Secretary asked for further nominations for the position of Chair for the term of December 1, 2020 to November 30, 2021. There being no further nominations, Mrs. Park 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 of December 1, 2020 to November 30, 2021.

The Secretary asked for nominations for the position of Vice-Chair for the term of December 1, 2020 to November 30, 2021.

The following nominations were received:

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

The Secretary asked for further nominations for the position of Vice-Chair for the term of December 1, 2020 to November 30, 2021. There being no further nominations, Mr. Helmer moves, seconded by Mr. Squire, nominations for the position of Vice-Chair be closed. CARRIED.

Mr. Khan declined to have his name stand.

Mrs. Park was acclaimed Vice-Chair of the Commission for the term of December 1, 2020 to November 30, 2021.

Minutes

Mrs. Park moves, seconded by Mr. Kahn, the minutes of the meeting held on the October 28, 2020 be APPROVED.

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

CARRIED.

Electric Bus Assessment

The Commission received a presentation from Dr. Josipa Petrunic – President and CEO, Canadian Urban Transit Research and Innovation Consortium (CUTRIC) regarding the Electric Bus Assessment report, copy attached, Mr. Helmer moves, seconded by Mr. Khan, the Commission:

- i) RECEIVE the London Transit Commission Fleet Electrification Analysis Report prepared by the Canadian Urban Transit Research and Innovation Consortium (CUTRIC);
- ii) DIRECT administration to provide a summary of report findings to Civic Works;
- iii) DIRECT administration to issue a request for proposal for the completion of a detailed Electric Bus Implementation Plan which will include a recommended path forward as well as projected costs associated with full fleet conversion;
- iv) DIRECT administration to report back on the implementation plan no later than the June 2021 Commission meeting, so that the detailed financial analysis can be completed before the Commission considers the 2022 operating and capital budgets; and
- v) DIRECT administration to work with Civic Administration and London Hydro, while the implementation plan is being developed, to pursue all available funding opportunities for electrifying the fleet, including the possibility of a pilot project.

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

CARRIED.

2021 Replacement Bus Order

With regard to the 2021 Replacement Bus Order report, copy attached, Mr. Khan moves, seconded by Mrs. Rooth, the Commission APPROVE the early purchase of the 2021 replacement bus requirements (17 – 40' buses) from New Flyer Industries Canada, ULC at a total cost of \$9,824,496, exclusive of applicable taxes.

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

ABSENT: Mrs. Park

CARRIED.

Contract Amendment – Lamar Transit Advertising

With regard to the Contract Amendment – Lamar Transit Advertising report, copy attached, Mrs. Rooth moves, seconded by Mr. Helmer, the Commission APPROVE the one-time amendment to the contract with Lamar Transit Advertising, reducing the minimum annual guarantee payment for 2021 from \$470,000 to \$305,500 as the result of their inability to operate during the period of March 26, 2020 through August 25, 2020 due to Provincial COVID-19 restrictions on nonessential businesses.

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

ABSENT: Mrs. Park

CARRIED.

2021 Commission Meeting Dates

With regard to the 2021 Commission Meeting Dates report, copy attached, Mr. Helmer moves, seconded by Mr. Khan, the Commission CONFIRM the dates of the 2021 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 27, 2021	
February 24, 2021	
March 31, 2021	
April 28, 2021	
May 26, 2021	
June 30, 2021	
July 2021	- Meeting at the call of the Chair
August 25, 2021	
September 29, 2021	
October 27, 2021	
November 24, 2021	
December 2021	- Meeting at the call of the Chair

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

CARRIED.

COVID-19 Service and Ridership Impacts

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

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

CARRIED.

Annual Accessibility

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

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

CARRIED.

COVID-19 Pandemic Response Update

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

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

CARRIED.

Financial Update – Conventional Transit Operating – October 31, 2020

With regard to the Financial Update – Conventional Transit Operating – October 31, 2020 report, copy attached, Mr. Khan moves, seconded by Mr. Helmer, the report be NOTED and FILED.

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

CARRIED.

Financial Update – Specialized Transit Services – Operating Budget – October 31, 2020

With regard to the Financial Update – Specialized Transit Services – Operating Budget – October 31, 2020 report, copy attached, Mr. Khan moves, seconded by Mr. Helmer, the report be NOTED and FILED.

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

CARRIED.

**Financial Update –
Capital Budget
Programs – October
31, 2020**

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

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

CARRIED.

Date of Next Meeting

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

Wednesday January 27, 2021 at 5:00 p.m.

Adjournment

Mrs. Rooth moves, seconded by Mr. Helmer the meeting be adjourned. CARRIED.
The meeting adjourned at 6:05 p.m.

Phil Squire - Chair

Caroline Roy - Secretary