

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD VIRTUALLY DURING THE COVID-19 EMERGENCY
AT 5:00 PM ON WEDNESDAY SEPTEMBER 29, 2021**

Those present were

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

Absent with regret:

Mrs. Tanya Park	-	Vice Chair
-----------------	---	------------

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
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, Mrs. Rooth moves, seconded by Mr. Helmer, the acceptance of the agenda as amended. CARRIED.

**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

Mrs. Rooth moves, seconded by Mr. Khan, the minutes of the meeting held on the August 25, 2021 be APPROVED.

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

CARRIED.

**3rd Report
Accessible Public
Transit Service
Advisory Committee**

The Commission received a presentation from Bonnie Quesnel, Chair of the Accessible Public Transit Service Advisory Committee, regarding the 3rd Report of the Accessible Public Transit Service Advisory Committee meeting held on September 17, 2021.

With regard to the presentation and 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

CARRIED.

**Alternative Service
Delivery Strategy –
Innovation Park**

The Commission received a presentation from Dennis Kar, Dillon Consulting re the Alternative Service Delivery Strategy – Innovation Park report, copy attached, Mr. Helmer moves, seconded by Mrs. Rooth, the report be NOTED and FILED.

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

CARRIED.

Letter from S. Rooth re COVID-19 Vaccination Policy for Commissioners

With regard to Letter from S. Rooth re COVID-19 Vaccination Policy for Commissioners, copy attached, Mrs. Rooth moves, seconded by Mr. Khan, the Commission DIRECT administration develop a COVID-19 Proof of Vaccination Policy for members of the Commission for review and approval at the October 27, 2021 meeting.

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

CARRIED.

Contract Amendment – Lamar Transit Advertising

With regard to the Contract Amendment – Lamar Transit Advertising report, copy attached, Mr. Helmer moves, seconded by Mrs. Rooth, the Commission APPROVE an amendment to the contract with Lamar Transit Advertising, reducing the minimum annual guarantee payment for 2022 by 20% from \$480,000 to \$384,000 as the result of continued negative impacts the COVID-19 pandemic has had on the bus advertising market.

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

CARRIED.

COVID-19 Pandemic Response Update

With regard to the COVID-19 Pandemic Response Update 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

CARRIED.

COVID-19 Ridership Impacts

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

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

CARRIED.

Financial Update – Conventional Transit Operating – August 31, 2021

With regard to the Financial Update – Conventional Transit Operating – August 31, 2021 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

CARRIED

Financial Update – Specialized Transit Operating – August 31, 2021

With regard to the Financial Update – Specialized Transit Operating – August 31, 2021 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

CARRIED.

Financial Update – Capital Budget – August 31, 2021

With regard to the Financial Update – Capital Budget – August 31, 2021 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

CARRIED

In Camera Session

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

Date of Next Meeting

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

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

Adjournment

Mrs. Rooth moves, seconded by Mr. Helmer the meeting be adjourned. CARRIED.
The meeting adjourned at 6:00 p.m.

Phil Squire - Chair

Caroline Roy - Secretary