

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD VIRTUALLY DURING THE COVID-19 EMERGENCY
AT 5:00 PM ON WEDNESDAY AUGUST 31, 2022**

Those present were

Jesse Helmer	-	Chair
Sheryl Rooth	-	Vice-Chair
Anna Hopkins	-	Commissioner
Tariq Khan	-	Commissioner

Absent with regret

Stephanie Marentette	-	Commissioner
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Also present were

Kelly Paleczny	-	General Manager
Katie Burns	-	Director of Planning
Joanne Galloway	-	Director of Human Resources
Mike Gregor	-	Director of Finance
Craig Morneau	-	Director of Fleet & Facilities
Caroline Roy	-	Secretary

Meeting to order

The meeting was called to order.

**Completion and
Acceptance of
Agenda**

The Chair called for acceptance of the agenda, T. Khan moves, seconded by A. Hopkins, 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

A. Hopkins moves, seconded by T. Khan, the minutes of the meeting held on the June 29, 2022 be APPROVED.

YEAS: S. Rooth, A. Hopkins and T. Khan

CARRIED.

**Letter from AnnaMaria
Valastro re Allowing
Pets on London
Transit**

With regard to the Letter from AnnaMaria Valastro re Allowing Pets on London Transit, copy attached, and related presentation, A. Hopkins moves, seconded by T. Khan, administration undertake a review and report back to the Commission on a recommended policy going forward.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

**Letter from City Clerk
re Development of
Joint Funding
Application for
Highbury Avenue
Facility Rebuild**

With regard to the Letter from the City Clerk dated August 3, 2022 re Development of Joint Funding Application for Highbury Avenue Facility Rebuild, copy attached, A. Hopkins moves, seconded by T. Khan, the letter be NOTED and FILED

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

**2023 Operating Budget
Program**

With regard to the 2023 Operating Budget Program report, copy attached, T. Khan moves, seconded by S. Rooth, the Commission:

- i) APPROVE the 2023 operating budget program for public transit services allocated as follows:

Category	Conventional	Specialized	Total
Revenue	\$ 49,163,600	\$ 2,436,500	\$ 51,600,100
Expenditures	89,854,800	12,975,500	102,830,300
City of London	\$ 36,043,200	\$ 9,793,600	\$ 45,836,800
Budget Shortfall	\$ 4,648,000	\$ 745,400	\$ 5,393,400

- ii) DIRECT administration to report back on options to mitigate the budget shortfall at the March 2023 meeting;
- iii) DIRECT administration to submit the approved 2023 public transit services operating budget to the civic administration consistent with the City of London's reporting format

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

2023 – 2032 Capital Budget Program

With regard to the 2023 – 2032 Capital Budget Program report, copy attached, S. Rooth moves, seconded by T. Khan, the Commission:

- i) APPROVE the 2023 capital budget program of \$16,357,200 comprised of the following programs:

Program	Units	Amount
Bus replacement	17	\$ 12,361,200
Facility upgrades		500,000
Information system software and hardware		550,000
Shop and garage equipment		200,000
Service fleet replacement		130,000
Stop upgrades		116,200
Highbury facility rebuild		2,500,000
Total	17	\$16,357,200

Funding	Amount
Province of Ontario (Provincial gas tax)	\$ 3,646,500
LTC capital program reserve fund	996,000
City of London	2,479,200
Federal gas tax program - C/L	7,403,000
Provincial - ICIP Project Funding	832,500
Federal ICIP Project Funding	1,000,000
Total	\$16,357,200

noting identified funding from the City of London of \$2,479,200 and Federal Gas Tax program of \$7,403,000 is subject to the approval of Municipal Council as part of the City of London's 2023 budget approval process; and

- ii) DIRECT the administration submit the recommended 2023 capital budget program, and provisional estimates for 2024 to 2032 to civic administration consistent with the City of London's reporting format.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

COVID-19 Ridership and Service Impacts

With regard to the COVID-19 Ridership and Service Impacts report, copy attached, S. Rooth moves, seconded by A. Hopkins, the report be NOTED and FILED.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

2022 Road Construction/Events Update

With regard to the 2022 Road Construction/Events Update report, copy attached, S. Rooth moves, seconded by T. Khan, the report be NOTED and FILED.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

2022 Commission Work Program – Second Quarter Update

With regard to the 2022 Commission Work Program – Second Quarter Update report, copy attached, T. Khan moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

Financial Update – Conventional Transit Operating – July 31, 2022

With regard to the Financial Update – Conventional Transit Operating – July 31, 2022 report, copy attached, A. Hopkins moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

Financial Update – Specialized Transit Operating – July 31, 2022

With regard to the Financial Update – Specialized Transit Operating – July 31, 2022 report, copy attached, A. Hopkins moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

Financial Update – Capital Budget – July 31, 2022

With regard to the Financial Update – Capital Budget – July 31, 2022 report, copy attached, A. Hopkins moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: J. Helmer, S. Rooth, A. Hopkins and T. Khan

CARRIED.

Date of Next Meeting

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

Wednesday September 28, 2022 at 5:00 p.m.

In Camera Session

Consistent with the provision of Section 239 of the Municipal Act, A. Hopkins moves, seconded by S. Rooth, the Commission move In Camera to CONSIDER:

- i) A matter pertaining to personnel matters about identifiable individuals, including municipal or local board employees.

CARRIED.

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

- i) A matter pertaining to personnel matters about identifiable individuals, including municipal or local board employees.

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

- i) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

CARRIED.

Adjournment

S. Rooth moves, seconded by T. Khan the meeting be adjourned. CARRIED. The meeting adjourned at 6:30 p.m.

Jesse Helmer - Chair

Caroline Roy - Secretary