MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M.
ON WEDNESDAY MARCH 27, 2024

Those present were
Stephanie Marentette - Chair
Scott Collyer - Vice-Chair
David Ferreira - Commissioner
David Little - Commissioner
Jacqueline Madden - Commissioner
Jerry Pribil - Commissioner
Sheryl Rooth - Commissioner

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
Shawn Wilson - Director of Operations
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 as amended, S. Rooth moves, seconded by S. Collyer, 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
D. Little moves, seconded by J. Madden, the minutes of the meeting held on February 28, 2024 be APPROVED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

2nd Report Accessible Public Transit Service Advisory Committee
With regard to the 2nd Report Accessible Public Transit Service Advisory Committee report, copy attached, D. Little moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

2023 Draft Auditors’ Report
The Commission received a presentation from Katie denBok, KPMG re the 2023 Draft Auditors’ report.

With respect to the presentation and report, copy attached, S. Collyer moves, seconded by D. Little, the Commission APPROVE the Draft 2023 Auditors’ Report and Financial Statements as set out in Enclosure I.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

2023 Pension Fund Audit and Plan Enhancements
With regard to the 2023 Pension Fund Audit and Plan Enhancements report, copy attached, S. Rooth moves, seconded by S. Collyer, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.
With regard to the Status of Reserve & Reserve Funds – December 31, 2023 report, copy attached, S. Rooth moves, seconded by S. Collyer, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

With regard to the Financial and Operational Performance Review report, copy attached, S. Collyer moves, seconded by J. Madden, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Little, J. Madden, J. Pribil and S. Rooth
NAYS: D. Ferreira
CARRIED.

With regard to the Service Implementation Update – New Express Route 95 report, copy attached, S. Collyer moves, seconded by J. Pribil, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

With regard to the 2024 Service Plan – Conventional Transit report, copy attached, S. Rooth moves, seconded by D. Little, the Commission APPROVE the 2024 Conventional Transit Service Plan as set out below noting the recommended changes represent approximately 18,000 additional service hours:

a. Route 5: Weekday - Increase frequency from 60 minutes to 30 minutes between 6pm and 12am

b. Route 10
   i. Weekday - Increase early AM frequency from 30 minutes to 20 minutes between 6am and 7am
   ii. Weekday - Increase peak period frequency from 20 minutes to 16 minutes between 7am and 9am and 2pm and 6pm
   iii. Sunday - Increase frequency from 60 minutes to 30 minutes between 6pm and 11pm

c. Route 17B: Weekday- Modify routing to operate along Riverbend to Oxford

d. Route 19
   i. Weekday - Add an additional bus to increase the round trip time all day
   ii. Saturday - Add an additional bus to increase the round trip time all day

e. Route 20 - Extend service to Oakcrossing during all operating periods

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

With regard to the Contract Extension - Diesel report, copy attached, S. Collyer moves, seconded by J. Madden, the Commission:

(i) ACCEPT the rates and two-year contract extension presented by Suncor for the supply and delivery of diesel fuel for the period May 1, 2024 through April 30, 2026; and

(ii) DIRECT administration to finalize contract extension details with Suncor.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

With regard to the Recosted 2024 Operating Budget Program report, copy attached, S. Collyer moves, seconded by J. Madden, the Commission APPROVE the recosted 2024 operating expenditure budget for London's public transit services of $111,800,400 as summarized on the following table noting the recosting includes updates for the recently approved 2024 growth in addition to the original base budget.
### Recosted 2024 Capital Budget Program

With regard to the Recosted 2024 Capital Budget Program report, copy attached, S. Collyer moves, seconded by S. Rooth, the Commission APPROVE the recosted 2024 capital budget of $70,288,500 as summarized below noting the recosted budget reflects the previously approved 2024 capital budget program, program updates and carry forward amounts relating to deferred or active 2023 capital projects.

#### 2024 Recosted Capital Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Capital Program Reserve</th>
<th>City of London</th>
<th>Federal and Provincial</th>
<th>Provincial Gas Tax</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus replacement</td>
<td>$</td>
<td>21,832,800</td>
<td>5,263,300</td>
<td></td>
<td>27,096,100</td>
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<tr>
<td>Bus expansion</td>
<td>-</td>
<td>2,268,200</td>
<td>6,226,800</td>
<td></td>
<td>8,495,000</td>
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<tr>
<td>Facility upgrades</td>
<td>-</td>
<td>801,800</td>
<td>-</td>
<td>801,800</td>
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<tr>
<td>Fare processing equip.</td>
<td>-</td>
<td>747,500</td>
<td>1,747,500</td>
<td></td>
<td>2,495,000</td>
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<tr>
<td>Information systems</td>
<td>1,188,000</td>
<td>-</td>
<td>-</td>
<td>1,188,000</td>
<td></td>
</tr>
<tr>
<td>Shop &amp; garage equip.</td>
<td>240,000</td>
<td>-</td>
<td>-</td>
<td>240,000</td>
<td></td>
</tr>
<tr>
<td>Service fleet replacement</td>
<td>155,000</td>
<td>-</td>
<td>-</td>
<td>155,000</td>
<td></td>
</tr>
<tr>
<td>Stop upgrades</td>
<td>100,000</td>
<td>-</td>
<td>-</td>
<td>100,000</td>
<td></td>
</tr>
<tr>
<td>Bus stop amenities</td>
<td>-</td>
<td>59,900</td>
<td>164,700</td>
<td></td>
<td>224,600</td>
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<tr>
<td>Fleet radio replacement</td>
<td>-</td>
<td>312,500</td>
<td>-</td>
<td>312,500</td>
<td>625,000</td>
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<tr>
<td>Smart card program</td>
<td>-</td>
<td>-</td>
<td>408,000</td>
<td>408,000</td>
<td></td>
</tr>
<tr>
<td>Highbury facility rebuild</td>
<td>-</td>
<td>667,500</td>
<td>1,832,500</td>
<td></td>
<td>2,500,000</td>
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<tr>
<td>Zero Emission Bus Pilot</td>
<td>-</td>
<td>12,980,000</td>
<td>12,980,000</td>
<td>-</td>
<td>25,960,000</td>
</tr>
<tr>
<td></td>
<td>$1,683,000</td>
<td>$39,670,200</td>
<td>$21,204,000</td>
<td>$7,731,300</td>
<td>$70,288,500</td>
</tr>
</tbody>
</table>

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.
2024 Transit Passenger Shelter Program

With regard to the 2024 Transit Passenger Shelter Program report, copy attached, S. Collyer moves, seconded by D. Little, the Commission APPROVE the following list of warranted locations for installation of non-advertising shelters in 2024:

i. Fanshawe at Dalmagarry WB
ii. Fanshawe at Wonderland eastbound
iii. Hyde Park at North Routledge Park 1 southbound
iv. Sarnia at Beaverbrook eastbound
v. Highbury at Edgevalley southbound
vi. Highbury at Kilally southbound
vii. Adelaide at Lorne northbound
viii. Culver at Third westbound
ix. Hyde Park south of Oxford northbound
x. Highbury at Godfrey southbound
xi. Fanshawe at Wonderland WB

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

Specialized Service Scheduling System Update

With regard to the Specialized Service Scheduling System Update report, copy attached, S. Collyer moves, seconded by D. Little, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
CARRIED.

Virtual/Recorded Commission Meeting Options

With regard to the Virtual/Recorded Commission Meeting Options report, copy attached, J. Madden moves, seconded by D. Ferreira, the Commission DIRECT administration:

i. Purchase the table-top video recording system at an upset maximum of $5,000; and
ii. Arrange for the monthly meetings to be live-streamed through this device, or at the very least, that the recordings be posted on the corporate website.

YEAS: D. Ferreira and J. Madden
NAYS: S. Marentette, S. Collyer, D. Little, J. Pribil and S. Rooth
MOTION FAILED

J. Pribil moves, seconded by S. Collyer, the Commission DIRECT administration

i. Purchase the table-top video recording system at an upset maximum of $5,000; and
ii. Explore the cost of posting the recordings on the Corporate website and report back on same at a future meeting.

YEAS: S. Collyer and S. Marentette
NAYS: D. Little, D. Ferreira, J. Madden, J. Pribil and S. Rooth
MOTION FAILED

J. Madden moves, seconded by D. Ferreira, the Commission DIRECT administration

i. Purchase the table-top video recording system at an upset maximum of $5,000;
ii. Post the monthly recordings on the Corporate website; and
ii. Explore the cost of live-streaming the monthly meetings and report back on same at a future meeting.

YEAS: D. Little and J. Madden
NAYS: S. Collyer, S. Marentette, D. Ferreira, J. Pribil and S. Rooth
MOTION FAILED.
S. Collyer moves, seconded by D. Little, the Commission DIRECT administration

i. Purchase the table-top video recording system at an upset maximum of $5,000 for internal purposes only; and

ii. Explore the cost associated with posting the recordings on the corporate website.

YEAS: S. Collyer, S. Marentette, D. Little, J. Pribil and S. Rooth and J. Madden
NAYS: D. Ferreira

CARRIED.

2024 Road Construction Update

With regard to the 2024 Road Construction Update report, copy attached, S. Collyer moves, seconded by D. Little, the report be NOTED and FILED.

YEAS: S. Marentette, S. Collyer, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

In Camera

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

i) Personal matters about an identifiable individual, including Municipal or local board employees.

CARRIED.

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

i) Personal matters about an identifiable individual, including Municipal or local board employees.

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

i) Personal matters about an identifiable individual, including Municipal or local board employees.

CARRIED.

Date of Next Meeting

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

Wednesday April 24, 2024 - 5:00 P.M.

Adjournment

S. Rooth moves, seconded by D. Little the meeting be adjourned. CARRIED. The meeting adjourned at 6:45 p.m.

________________________________________
Stephanie Marentette - Chair

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Caroline Roy - Secretary