

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 9:30 A.M.
ON WEDNESDAY AUGUST 27, 2025**

Those present were

Skylar Franke	-	Chair
Corrine Rahman	-	Vice-Chair
Anna Hopkins	-	Commissioner
Steve Lehman	-	Commissioner
Josh Morgan	-	Commissioner - virtually
Elizabeth Peloza	-	Commissioner
Sam Trosow	-	Commissioner
Kelly Paleczny	-	General Manager
David Butler	-	Manager, Operations Administration
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 Chair called the meeting to order.

Completion and Acceptance of Agenda The Chair called for the acceptance of the agenda as amended, C. Rahman moves, seconded by A. Hopkins, 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.

S. Franke declared a conflict of interest in Staff Report #15 re Secondary Student Pass Pilot Program of the agenda on the basis that her partner is an employee of the Thames Valley District School Board which derives a benefit from the report. C. Rahman, Vice-Chair to preside as Chair during the discussions and voting of this report.

Minutes E. Pelozza moves, seconded by C. Rahman, the minutes of the meetings held on July 21, 2025 and July 31, 2025 be APPROVED.

YEAS: S. Franke, A. Hopkins, S. Lehman, J. Morgan, E. Peloza, C. Rahman and S. Trosow
CARRIED.

Letter from The Commission received a presentation from AnnaMaria Valastro re Art on Buses.

With regard to the presentation and letter, copy attached, A. Hopkins moves, seconded by J. Morgan, the Commission:

i. RECEIVE the delegation and letter; and

ii. **DIRECT** administration report back on the feasibility of implementation by early 2026.

YEAS: S. Franke, A. Hopkins, S. Lehman, J. Morgan, E. Pelozo, C. Rahman and S. Trosow
CARRIED.

Letter from City Clerk re Commission Governance With regard to the letter from the City Clerk re Commission Governance, copy attached, C. Rahman moves, seconded by E. Pelozza, the Commission RECEIVE the letter.

YEAS: S. Franke, A. Hopkins, S. Lehman, J. Morgan, E. Pelozo, C. Rahman and S. Trosow
CARRIED.

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

With regard to the 3rd Report Accessible Public Transit Service Advisory Committee, copy attached, S. Lehman moves, seconded by E. Pelozá, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, J. Morgan, E. Pelozá, C. Rahman and S. Trosow

CARRIED.

With regard to the concern raised of having a Voyago representative on the Committee when discussions occur with respect to the contract of a primary provided of the Specialized Services, C. Rahman moves, seconded by S. Trosow, the Commission DIRECT Voyago representative to refrain from participating in discussions relating to the service provider RFP.

YEAS: S. Franke, A. Hopkins, S. Lehman, J. Morgan, E. Pelozá, C. Rahman and S. Trosow

CARRIED.

**Letter from
Commission Vice
Chair re In Camera
Items**

With regard to the letter from the Commission Vice Chair, copy attached, C. Rahman moves, seconded by E. Pelozá, the Commission DIRECT administration include an in camera report to accompany in camera items discussed by the Commission.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan, E. Pelozá and S. Trosow

CARRIED.

**Letter from
Commission Vice
Chair re
Incorporating transit
stops as part of City
of London
construction projects**

With regard to the letter from the Commission Vice Chair, copy attached, C. Rahman moves, seconded by A. Hopkins, the Commission RECEIVE the letter.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan, E. Pelozá and S. Trosow

CARRIED.

**2025 Work Program –
Second Quarter
Update**

With regard to the 2025 Work Program – Second Quarter Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelozá
ABSENT: S. Trosow

CARRIED.

**2025 Work Program –
Conventional
Operations - Second
Quarter Update**

With regard to the 2025 Work Program – Conventional Operations - Second Quarter Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelozá
ABSENT: S. Trosow

CARRIED.

**2025 Work Program –
Fleet & Facilities -
Second Quarter
Update**

With regard to the 2025 Work Program – Fleet & Facilities - Second Quarter Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelozá
ABSENT: S. Trosow

CARRIED.

**2025 Work Program –
Planning - Second
Quarter Update**

With regard to the 2025 Work Program – Planning - Second Quarter Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelozá
ABSENT: S. Trosow

CARRIED.

2025 Work Program – Finance - Second Quarter Update

With regard to the 2025 Work Program – Finance - Second Quarter Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

2025 Work Program – Specialized Services - Second Quarter Update

With regard to the 2025 Work Program – Specialized Services - Second Quarter Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

Contract Award – Asphalt Repair Wonderland Facility

With regard to the Contract Award – Asphalt Repair Wonderland Facility report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission APPROVE the contract with Peters Paving relating to the replacement of the employee parking lot and repairs to the existing asphalt at the Wonderland Road facility at a cost of \$146,363.00 exclusive of applicable taxes.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

Financial Update – Conventional Transit Services – Operating Budget – July 31, 2025

With regard to the Financial Update – Conventional Transit Services – Operating Budget – July 31, 2025 report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

Financial Update – Specialized Transit Services – Operating Budget – July 31, 2025

With regard to the Financial Update – Specialized Transit Services – Operating Budget – July 31, 2025 report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

Financial Update – Capital Budget Programs – July 31, 2025

With regard to the 2025 Work Program – Capital Budget Programs – July 31, 2025 report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

2025 Construction and Special Events Update

With regard to the 2025 Construction and Special Events Update report, copy attached, A. Hopkins moves, seconded by S. Lehman, the Commission RECEIVE the report.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan and E. Pelosa
ABSENT: S. Trosow

CARRIED.

2026 Operating Budget Program

With regard to the 2026 Operating Budget Program report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission:

- i. APPROVE the 2026 Operating Budget Program for public transit services allocated as follows:

Category	Conventional	Specialized	Total
Revenue	\$ 52,909,700	\$ 932,000	\$ 53,841,700
Expenditures	105,242,500	18,139,800	123,382,300
City of London	\$ 52,332,800	\$ 17,207,800	\$ 69,540,600

- ii. DIRECT administration to submit the approved 2026 public transit services operating budget to civic administration consistent with the City of London’s reporting format; and
- iii. DIRECT administration to submit a Budget Amendment Case reducing the City of London investment by \$0.700 million for 2026.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan, E. Pelozza and S. Trosow
CARRIED.

2026 Assessment
Growth Business
Case

With regard to 2026 Assessment Growth Business Case report, copy attached, A. Hopkins moves, seconded by E. Pelozza, the Commission:

- i. APPROVE a submission of an Assessment Growth Business Case for 2026 which provides for service expansion to:
 - Cedar Hollow;
 - Innovation Park, Summerside and Sheffield;
 - Kains Road and Upperpoint Blvd; and
 - West Byronat an annual cost of \$2,130,900; and
- ii. DIRECT administration to prepare and submit the Business Case in the required City of London format.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan, E. Pelozza and S. Trosow
CARRIED.

2026 – 2035 Capital
Budget Program

With regard to 2026 – 2035 Capital Budget Program report, copy attached, S. Trosow moves, seconded by A. Hopkins, the Commission:

- i. APPROVE the 2026 capital budget program of \$37,046,000 comprised of the following programs:

Program	Units	Amount
Bus replacement	17	\$ 17,774,000
Bus expansion (ICIP)	11	11,033,000
Bus expansion	1	1,003,000
Facility upgrades		500,000
Highbury Facility Rebuild		5,835,000
Information system software and hardware		500,000
Shop and garage equipment		200,000
Service fleet replacement		155,000
Stop upgrades		46,000
Total	29	\$ 37,046,000

Funding	Amount
Province of Ontario (Provincial gas tax)	\$ 1,790,700
LTC Capital Program Reserve Fund	901,000
City of London	19,183,600
Federal gas tax program - C/L	2,500,000
Provincial - ICIP Project Funding	5,303,200
Federal - ICIP Project Funding	6,364,500
Funding TBD	1,003,000
Total	\$ 37,046,000

noting identified funding from the City of London of \$19,183,600 and Federal Gas Tax program of \$2,500,000 is subject to the approval of Municipal Council as part of the City of London’s 2026 budget approval process; and

- ii. DIRECT administration to submit the recommended 2026 Capital Budget Program, and provisional estimates for 2027 to 2035 to civic administration consistent with the City of London’s reporting format.

YEAS: S. Franke, C. Rahman, A. Hopkins, S. Lehman, J. Morgan, E. Pelozza and S. Trosow
CARRIED.

The Chair turned over control of the meeting to the Vice-Chair.

**Secondary School
Student Transit Pass
Pilot Program**

With regard to the Secondary School Student Transit Pass Pilot Program report, copy attached, E. Pelozza moves, seconded by J. Morgan, the Commission CONFIRM participation in the Secondary School Student Transit Pass Pilot Program scheduled to launch in September 2026.

YEAS: C. Rahman, A. Hopkins, S. Lehman, J. Morgan, E. Pelozza and S. Trosow
ABSTAINED: S. Franke

CARRIED.

The Vice-Chair turned over control of the meeting to the Chair.

In Camera

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

- i. An update on a matter pertaining to litigation or potential litigation including matters before administrative tribunals, affecting the municipality; and
- ii. Update on a labour relations or employee negotiations matter.

CARRIED.

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

- i. An update on a matter pertaining to litigation or potential litigation including matters before administrative tribunals, affecting the municipality; and
- ii. Update on a labour relations or employee negotiations matter.

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

- i. An update on a matter pertaining to litigation or potential litigation including matters before administrative tribunals, affecting the municipality; and
- ii. Update on a labour relations or employee negotiations matter.

CARRIED.

Date of Next Meeting

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

Monday September 29, 2025 at 9:30 A.M.

Adjournment

C. Rahman moves, seconded by A. Hopkins, the meeting be adjourned. CARRIED.
The meeting adjourned at 11:15 A.M.

Skylar Franke - Chair

Caroline Roy - Secretary