

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

Those present were

Skylar Franke	-	Chair
Corrine Rahman	-	Vice-Chair
Anna Hopkins	-	Commissioner
Steve Lehman	-	Commissioner - virtually
Sam Trosow	-	Commissioner

Regrets:

Josh Morgan	-	Commissioner
Elizabeth Peloza	-	Commissioner

Also present were

Kelly Paleczny	-	General Manager
David Butler	-	Manager, Operations Administration
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 Chair called the meeting to order.

**Completion and
Acceptance of
Agenda**

The Chair called for the acceptance of the agenda, C. Rahman moves, seconded by A. Hopkins the acceptance of the agenda.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

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

C. Rahman moves, seconded by A. Hopkins, the minutes of the meeting held on September 29, 2025 be APPROVED.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**Presentation from
London Police
Service re Officers
patrolling transit on
core area routes**

At the request of the Chair, the Commission received a presentation from Scott Gilford, Deputy Chief – Community Trust and Front-Line Operations re Officers patrolling transit on core area routes.

With regard to the presentation and the letter from the Chair dated October 19, 2025, copy attached, S. Trosow moves, seconded by A. Hopkins, the Commission DIRECT administration bring a report back at the Commission's next meeting addressing the five bullets in Communication #1 namely:

- i) Safety outcomes: Have incidents of concern decreased on participating routes or at key stops?
- ii) Rider and operator feedback: How are riders and LTC staff experiencing the presence of officers on buses?
- iii) Partnership coordination: What communication and reporting mechanisms exist between LTC and the London Police during this process?
- iv) Impact on vulnerable populations: How does this approach balance safety with compassion and accessibility for all riders?

- v) Next steps and evaluation: What criteria will determine the initiative's success, and how might LTC participate in reviewing results or shaping future safety initiatives?

In order to define the purpose of the program and devising a more detailed scope of the program's deliverables and the method the program will be evaluated.

YEAS: S. Trosow

NAYS: S. Franke, C. Rahman, A. Hopkins and S. Lehman

FAILED

With regard to the presentation and the letter from the Chair dated October 19, 2025, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the presentation.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

Letter from Bayan Saidam, Western Student re Route 10 Student Survey Report

The Commission received a delegation from Bayan Saidam, Western Student – 4th Year Economics re Route 10 Student Survey Report.

With regard to the delegation and letter, copy attached, S. Trosow moves, seconded by S. Franke, the Commission:

- i. RECEIVE the delegation and letter; and
- ii. DIRECT administration to investigate the proposals contained in the delegate's Communication #2 with respect to Route 10 and report back to the Commission on the proposed changes.

YEAS: S. Trosow

NAYS: S. Franke, C. Rahman, A. Hopkins and S. Lehman

FAILED

With regard to the delegation and letter, copy attached, S. Trosow moves, seconded by S. Franke, the Commission RECEIVE the delegation and letter.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

5th Report Accessible Public Transit Service Advisory Committee

With regard to the 5th Report Accessible Public Transit Service Advisory Committee, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission:

- i. RECEIVE the report;
- ii. DIRECT administration to:
 - a) Report back at a future meeting on the framework with respect to the timeline for responding to customer contacts and what customers should do if they have not heard back within that timeline; and
 - b) Report back at a future meeting detailing the trip booking notification features of the new scheduling system.
- iii. DIRECT administration report back with the draft of the 2026-2030 Accessibility Plan at the Committee's November 11, 2025 meeting.

YEAS: S. Franke, A. Hopkins, C. Rahman and S. Lehman

ABSENT: S. Trosow

CARRIED.

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

Letter from S. Franke Chair re Review of the Policy and Procedures related to bringing items on board the Specialized Service

With regard to the letter from S. Franke, Chair dated October 19, 2025 re Review of the Specialized Transit policy and procedures related to bringing items on board and how the design of the vehicles can better support riders who rely on community food programs, copy attached, S. Franke moves, seconded by S. Trosow, the Commission:

- i. RECEIVE the letter; and
- ii. DIRECT administration to:
 - a. Review the current Specialized Transit policy, specifically the sections related to the size, quantity, and transport of personal items or packages, with attention to how these rules may affect riders who are picking up food bank hampers;
 - b. Examine options for accommodating essential items, such as grocery hampers or personal support equipment, while ensuring that safety standards and vehicle capacity limits are maintained;
 - c. Ensure that the policy and guidelines are clearly communicated and easily accessible to the public on the LTC website, written in plain language and available in accessible formats; and
 - d. Incorporate these considerations into the upcoming review of the Accessibility Plan, including a review of ways to better support riders transporting essential goods.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

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

**2025 Work Program –
General – Third
Quarter Update**

With regard to the 2025 Work Program – General – Third Quarter Update report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**2025 Work Program –
Conventional
Operations – Third
Quarter Update**

With regard to the 2025 Work Program – Conventional Operations – Third Quarter Update report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**2025 Work Program –
Specialized Services
– Third Quarter
Update**

With regard to the 2025 Work Program – Specialized Service – Third Quarter Update report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**2025 Work Program –
Fleet & Facilities –
Third Quarter Update**

With regard to the 2025 Work Program – Fleet & Facilities – Third Quarter Update report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**2025 Work Program –
Human Resources –
Third Quarter Update**

With regard to the 2025 Work Program – Human Resources – Third Quarter Update report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**Draft Accessibility
Plan (2026-2030)**

With regard to the Draft Accessibility Plan (2026-2030) report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**Financial Update –
Conventional Transit
Services – Operating
Budget – September
30, 2025**

With regard to the Financial Update – Conventional Transit Services – Operating Budget – September 30, 2025 report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**Financial Update –
Capital Budget
Programs –
September 30, 2025**

With regard to the 2025 Work Program – Capital Budget Programs – September 30, 2025 report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and 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 C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

**London Transit
Commission
Performance Review
Process**

With regard to the London Transit Commission Performance Review Process report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, S. Lehman, C. Rahman and S. Trosow

CARRIED.

At 11:04 S. Lehman left the meeting

**Financial Update –
Specialized Transit
Services – Operating
Budget – September
30, 2025**

With regard to the Financial Update – Specialized Transit Services – Operating Budget – September 30, 2025 report, copy attached, C. Rahman moves, seconded by A. Hopkins, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, C. Rahman and S. Trosow

ABSENT: S. Lehman

CARRIED.

**Draft 2026
Conventional Transit
Service Plan**

With regard to the Draft 2026 Conventional Transit Service Plan report, copy attached, C. Rahman moves, seconded by A. Hopkins, the Commission:

- i) APPROVE, in principle, the Draft 2026 Conventional Transit Service Plan;
- ii) DIRECT administration to finalize and table the Final 2026 Service Plan report and recommendations at the Commission January 2026 meeting; and
- iii) DIRECT administration to forward a copy of the draft service plan report to Members of Council for their information.

YEAS: S. Franke, A. Hopkins and C. Rahman

NAYS: S. Trosow

ABSENT: S. Lehman

CARRIED.

**Draft 2026
Specialized Transit
Service Plan**

With regard to the Draft 2026 Specialized Transit Service Plan report, copy attached, A. Hopkins moves, seconded by S. Franke, the Commission:

- i) APPROVE the Draft 2026 Specialized Transit Service Plan;
- ii) DIRECT administration to forward a copy of the service plan report to Members of Council for their information.

C. Rahman moves, seconded by S. Trosow, the Commission DIRECT administration consult with the Accessible Public Transit Services Advisory Committee on the Draft Plan at the Committee’s November 11, 2025 meeting and report back to the Commission with the Committee’s feedback at the Commission’s November 17, 2025 meeting.

YEAS: S. Franke, A. Hopkins, C. Rahman, S. Trosow
ABSENT: S. Lehman

CARRIED.

Primary Service Provider for Specialized Service – Request for Proposal

With regard to the Primary Service Provider for Specialized Service – Request for Proposal report, copy attached, C. Rahman moves, seconded by A. Hopkins, the Commission RECEIVE the report.

YEAS: S. Franke, A. Hopkins, C. Rahman and S. Trosow
ABSENT: S. Lehman

CARRIED.

In Camera

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

- i. A matter pertaining to an update on a labour relations or employee negotiations matter.

CARRIED.

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

- i. A matter pertaining to an 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. A matter pertaining to an 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 November 17, 2025 at 9:30 A.M.

Adjournment

C. Rahman moves, seconded by A. Hopkins, the meeting be adjourned. CARRIED. The meeting adjourned at 11:32 A.M.

Skylar Franke - Chair

Caroline Roy - Secretary