

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 9:30 A.M.
ON MONDAY NOVEMBER 17, 2025**

Those present were

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

Regrets:

Elizabeth Peloza	-	Commissioner
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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 as amended, C. Rahman moves, seconded by J. Morgan the acceptance of the agenda as amended

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

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

C. Rahman moves, seconded by A. Hopkins, the minutes of the meeting held on October 27, 2025 be APPROVED.

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

CARRIED.

Election of Chair and Vice-Chair

The Chair called for nominations for the position of Chair for the term ending November 16, 2026.

The following nomination was received:

C. Rahman nominated S. Franke

The Chair asked for further nominations for the position of Chair for the term ending November 16, 2026. There being no further nominations, C. Rahman moves, seconded by A. Hopkins, nominations for the position of Chair be closed. CARRIED.

S. Franke was acclaimed Chair of the Commission for the term ending November 16, 2026.

The Chair asked for nominations for the position of Vice-Chair for the term ending November 16, 2026.

The following nomination was received:

S. Franke nominated C. Rahman

The Chair asked for further nominations for the position of Vice-Chair for the term ending November 16, 2026. There being no further nominations, S. Franke moves, seconded by J. Morgan, nominations for the position of Vice-Chair be closed. CARRIED.

C. Rahman was acclaimed Vice-Chair of the Commission for the term ending November 16, 2026.

6th Report Accessible Public Transit Service Advisory Committee

With regard to the 6th Report Accessible Public Transit Service Advisory Committee, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission AMEND the report to include that a member of the public asked for, and was provided a link to the virtual meeting; it being noted by Administration that clear direction with respect to how members of the public can participate in future meetings will be provided on the corporate website on the meeting agenda page.

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

CARRIED.

C. Rahman moves, seconded by S. Trosow, the report be RECEIVED as amended.

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

CARRIED.

Letter from C. Rahman re Annual Performance Review for the General Manager

With regard to the letter from C. Rahman, Vice Chair dated November 12, 2025 re Review for the General Manager, copy attached, C. Rahman moves, seconded by J. Morgan, the Commission DIRECT that the annual performance reviews for the General Manager, previously scheduled to take place in November 2025, be deferred to the first quarter of 2026, and that the review process be expanded to include broader consultations with direct reports to ensure a more comprehensive and inclusive assessment process.

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

NAYS: S. Trosow

CARRIED.

Letter from E. Peloza re Resignation from the Commission

With regard to the letter from E. Peloza, Commissioner dated November 13, 2025 re Resignation from the Commission, copy attached, S. Lehman moves, seconded by A. Hopkins, the letter be RECEIVED.

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

NAYS: S. Trosow

CARRIED.

J. Morgan moves, seconded by S. Lehman, the Commission REQUEST Municipal Council amend By-law No. A-6377-206 to require five members of Council to serve on the Commission from the current seven.

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

CARRIED.

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

Letter from S. Franke re Additional Service Hours

With regard to the letter from S. Franke, Commission Chair dated November 17, 2025, copy attached, C. Rahman moves, seconded by J. Morgan, the Commission:

- i. ADD 2,000 annual service hours for 2026, which equates to \$119,000, and that the 2026 operating expense of \$119,000 be supported through London Transit's general operating reserve fund;
- ii. DIRECT that the additional 2,000 hours be allocated to improvements included in the draft 2026 Conventional Service Plan; and

- iii. DIRECT Administration to determine whether the 2027 costs associated with the addition of 2,000 hours can be accommodated within the 2027 budget and include potential sources of funding for any shortfall as part of the 2027 budget approval process.

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

CARRIED.

S. Lehman turned over control of the meeting to the Chair.

Annual Accessibility Plan Update

With regard to the Annual Accessibility Plan Update report, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

2027 Bus Replacement and Rapid Transit Bus Orders

With regard to the 2027 Bus Replacement and Rapid Transit Bus Orders report, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

Construction and Special Events Update

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

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

CARRIED.

Federal Budget – Canadian Permanent Transit Fund Update

With regard to the Federal Budget – Canadian Permanent Transit Fund Update report, copy attached, C. Rahman moves, seconded by J. Morgan, the Commission DIRECT Administration write a letter to area MPs seeking clarification on funding, highlighting areas where LTC would be seeking funding support and through which streams.

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

CARRIED.

2026 Specialized Transit Service Plan

With regard to the 2026 Specialized Transit Service Plan, copy attached, C. Rahman moves, seconded by J. Morgan, the Commission APPROVE the 2026 Specialized Service Plan which includes the addition of 10,000 annualized service hours, allocated as follows:

- i. Approximately 6,000 hours applied Monday through Friday between 8:00am and 6:00pm;
- ii. Approximately 3,800 hours applied to weekend service improvements, including enhanced Sunday morning service and additional service on weekends through the summer festival season; and
- iii. Approximately 200 hours applied to increased service levels on statutory holidays.

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

CARRIED.

2026-2030 Accessibility Plan

With regard to the 2026-2030 Accessibility Plan report, copy attached, S. Lehman moves, seconded by J. Morgan, the Commission:

- i. APPROVE the 2026-2030 Accessibility Plan as set out in Enclosure I; and
- ii. DIRECT Administration to post the 2026-2030 Accessibility Plan on the Commission website.

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

CARRIED.

C. Rahman moves, seconded by J. Morgan, that it be NOTED the Commission's annual public meeting fulfills the AODA's service requirement.

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

Rider Advisory Panel

With regard to the Rider Advisory Panel report, copy attached, C. Rahman moves, seconded by J. Morgan, the Commission DIRECT Administration move forward with the Rider Advisory Panel.

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

CARRIED.

Communication and Engagement Strategy

With regard to the Communication and Engagement Strategy report, copy attached, C. Rahman moves, seconded by S. Lehman, the Commission:

- i) DIRECT Administration to include all short term recommendations set out in the Strategy below to be incorporated into the 2026 Work Program, which will be tabled for Commission approval at the January 2026 meeting; and
- ii) DIRECT Administration to maintain an inventory of all longer term considerations set out in the Strategy below to be considered for future year Work Programs

Communication and Engagement Strategy

Enhanced Social Media Communications Initiatives	Timing	Annual Cost
Recommended Short Term		
• Create an LTC Instagram Profile to be utilized in the same manner as Facebook	2026	\$5,000
• Holiday Posts on Socials	Dec 2025	N/A
• Assess options for overhaul and maintenance of LTC website	2026	TBD
• Include web and social media posts highlighting feedback gathered through surveys and public participation meetings	2026	N/A
Longer Term Considerations		
• Allow for interactive discussion on Facebook and Instagram	2027	\$65,000
Broader Community Engagement and Partnership		
Recommended Short Term		
• Provide a biannual report to the Commission outlining past Community Engagements and Partnerships	2026	N/A
Accessible Communication Processes		
Recommended Short Term		
• Complete a review of enhanced communication options and implement recommendations	2026	TBD
• Establish partnership with an app provider as a pilot program	2026	\$200,000
Direct Outreach Opportunities		
Recommended Short Term		
• Continue to attend community events as staff resources permit	2026	N/A
Longer Term Considerations		
• Prepare an Execution Plan for Increased LTC participation in Community Events for Commission consideration	2027	TBD

- iii) DIRECT Administration to apply for the Canada Summer Jobs students for the purpose of engaging at summer events.

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

**Ontario Ombudsman
– Closed Meeting
Investigation**

With regard to the Ontario Ombudsman – Closed Meeting Investigation report, copy attached, A. Hopkins moves, seconded by C. Rahman, the Commission CONFIRM its support of the five recommendations made in the report, noting that audio and video recordings of closed meetings was introduced effective the October 2025 meeting. the report.

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

**2026 Commission
Meeting Dates**

With regard to the 2026 Commission Meeting Dates report, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission CONFIRM the dates of the Commission meetings for 2026, noting the meetings will be held at the 450 Highbury Ave facility with a starting time of 9:30 a.m. and expected to last no longer than 2.5 hours.

Date

Monday, January 26, 2026
 Monday, February 23, 2026
 Monday, March 30, 2026
 Monday, April 27, 2026
 Monday, May 25, 2026
 Monday, June 29, 2026
 Monday, July 27, 2026 - Meeting at the call of the Chair
 Monday, August 31, 2026
 Monday, September 28, 2026
 Monday, October 19, 2026

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

CARRIED.

Date of Next Meeting

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

Monday January 26, 2026 at 9:30 a.m.

Adjournment

C. Rahman moves, seconded by S. Lehman, the meeting be adjourned. CARRIED. The meeting adjourned at 10:44 a.m.

Skylar Franke

-

Chair

Caroline Roy

-

Secretary