

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 9:32 A.M.
ON MONDAY JUNE 29, 2026**

Those present were

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| Skylar Franke | - | Chair |
| Corrine Rahman | - | Vice-Chair |
| Steve Lehman | - | Commissioner |
| Sam Trosow | - | Commissioner |
| Josh Morgan | - | Commissioner – joined virtually @ 9:48 a.m. |

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 |
| 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, S. Lehman moves, seconded by C. Rahman the acceptance of the agenda.

YEAS: S. Franke, 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 S. Lehman, the minutes of the meeting held on April 27, 2026 be APPROVED.

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

CARRIED.

4th Report - Accessible Public Transit Service Advisory Committee The Commission received a presentation from Elaine Harrison, Chair – Accessible Public Transit Service Advisory Committee re the 4th Report – Accessible Public Transit Service Advisory Committee.

With regard to the presentation and 4th Report - Accessible Public Transit Service Advisory Committee, copy attached, C. Rahman moves, seconded by S. Lehman, the Commission RECEIVE the report.

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

CARRIED.

Letter from M. Schulthess re City of London’s 2nd Report of the Accessibility Community Advisory Committee With regard to the letter from M. Schulthess re City of London’s 2nd Report of the Accessibility Community Advisory Committee, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the letter.

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

CARRIED.

Letter from M. Schulthess re Review of London Transit Rapid Transit Operational Readiness

With regard to the letter from M. Schulthess re Review of London Transit Rapid Transit Operational Readiness, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the letter.

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

CARRIED.

Letter from M. Schulthess re London Transit Route Planning and Management Review

With regard to the letter from M. Schulthess re London Transit Route Planning and Management Review, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the letter.

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

CARRIED.

Letter from M. Schulthess re Review of Subsidized Transit Programs in London

With regard to the letter from M. Schulthess re Review of Subsidized Transit Programs in London, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the letter.

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

CARRIED.

Letter from M. Schulthess re London Transit Commission Governance Review

With regard to the letter from M. Schulthess re London Transit Commission Governance Review, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission RECEIVE the letter.

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

CARRIED.

2026 – 2027 General Insurance Program Renewal

With regard to the 2026 – 2027 General Insurance Program Renewal report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

Highbury Facility Roof Repair – Contract Award

With regard to the Highbury Facility Roof Repair – Contract Award report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission CONFIRM a contract award to Thomas Roofing London Ltd, for the replacement of a section of roof of the B-Barn at the Highbury facility, at a total cost of \$119,000 excluding applicable taxes.

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

CARRIED.

Federal Advocacy Update

With regard to the Federal Advocacy Update report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

2026 Road Construction and Special Events Update

With regard to the 2026 Road Construction and Special Events Update report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

**Financial Update –
Conventional
Operating Budget –
May 31, 2026**

With regard to the Financial Update – Conventional Operating Budget – May 31, 2026 report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

**Financial Update –
Specialized
Operating Budget –
May 31, 2026**

With regard to the Financial Update – Specialized Operating Budget – May 31, 2026 report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

**Financial Update –
Capital Budget – May
31, 2026**

With regard to the Financial Update – Capital Budget – May 31, 2026 report, copy attached, S. Trosow moves, seconded by C. Rahman, the Commission RECEIVE the report.

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

CARRIED.

J. Morgan joined the meeting at 9:48 a.m.

**2025 Ridership
Assessment**

With regard to the 2025 Ridership Assessment report, copy attached, S. Trosow moves, seconded by S. Franke, the Commission DIRECT Administration to investigate the following two potential actions and report back at the October meeting:

- i. Explore special pass or group rate programs beyond Western and Fanshawe students to include other institutional employers (such as St. Joseph, University and Victoria Hospitals; Western and Fanshawe faculty and staff, the Western Fair, and London Airport); and large private sector employers (such as Canada Life, Dr. Oetker, and 3M); and
- ii. Investigate special excursion services for selected high-attendance events, originating at locations with ample parking such as municipal lots, the Argyle, Masonville, White Oaks and Westmount malls with direct service to the event.

C. Rahman declared a conflict.

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

CARRIED.

S. Trosow moves, seconded by S. Lehman, the Commission:

- i. APPROVE a one-year pilot partnering with Transit App to provide real-time and detour information for customers at an annual cost of \$158,587, and
- ii. RECEIVE the report for information; and
- iii. DIRECT Administration to investigate the following two potential actions and report back at the October meeting:
 - a. Explore special pass or group rate programs beyond Western and Fanshawe students to include other institutional employers (such as St. Joseph, University and Victoria Hospitals; Western and Fanshawe faculty and staff, the Western Fair, and London Airport); and large private sector employers (such as Canada Life, Dr. Oetker, and 3M); and
 - b. Investigate special excursion services for selected high-attendance events, originating at locations with ample parking such as municipal lots, the Argyle, Masonville, White Oaks and Westmount malls with direct service to the event.

The Commission:

- i. APPROVE a one-year pilot partnering with Transit App to provide real-time and detour information for customers at an annual cost of \$158,587, and
- ii. RECEIVE the report for information.

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

CARRIED.

S. Trosow moves, seconded by S. Lehman, the Commission:

- iii. DIRECT Administration to investigate the following two potential actions and report back at the October meeting:
 - a. Explore special pass or group rate programs beyond Western and Fanshawe students to include other institutional employers (such as St. Joseph, University and Victoria Hospitals; Western and Fanshawe faculty and staff, the Western Fair, and London Airport); and large private sector employers (such as Canada Life, Dr. Oetker, and 3M); and
 - b. Investigate special excursion services for selected high-attendance events, originating at locations with ample parking such as municipal lots, the Argyle, Masonville, White Oaks and Westmount malls with direct service to the event.

YEAS: S. Franke, S. Lehman, J. Morgan and S. Trosow

ABSTAINED: C. Rahman

CARRIED.

Verbal Update – Service Animal Policy

With regard to the Verbal Update – Service Animal Policy report, copy attached, S. Trosow moves, seconded by S. Lehman, the Commission RECEIVE the verbal report noting the policy will be reviewed with the Accessible Public Transit Service Advocacy Committee at its September meeting.

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

CARRIED.

2025 Audited Pension Plan Statements

With regard to the 2025 Audited Pension Plan Statements report, copy attached, C. Rahman moves, seconded by S. Trosow, the Commission:

- i. APPROVE the draft financial statements, as set out in Enclosure I, relating to the non-insured pension fund as at December 31, 2025; and
- ii. DIRECT Administration to forward the 2025 Pension Statements to the Financial Services Regulatory Authority (FSRA) as required under the Pension Benefits Act.

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

CARRIED.

City of London Reviews

With regard to the City of London Reviews report, copy attached, C. Rahman moves, seconded by S. Lehman, the Commission:

- i. DIRECT Administration to undertake the required analysis and report back at the October 19, 2026 meeting on the recommendations stemming from the London Transit Route Planning and Management Review;
- ii. DIRECT Administration to undertake the required analysis and report back at the October 19, 2026 meeting on the recommendations stemming from the London Transit Commission Rapid Transit Operational Readiness Review;
- iii. PROVIDE DIRECTION with respect to how Commission feedback should be gathered and reported back to Council, as it relates to the London Transit Governance Review; and
- iv. RECEIVE the report for information purposes.

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

CARRIED.

**Accessible Public
Transit Service
Advisory Committee
– Terms of Reference
and Meeting Protocol
Update**

With regard to the Accessible Public Transit Service Advisory Committee – Terms of Reference and Meeting Protocol Update report, copy attached, S. Lehman moves, seconded by C. Rahman, the Commission:

- i. CONFIRM the updated Terms of Reference for the Accessible Public Transit Service Advisory Committee;
- ii. CONFIRM the Meeting Protocols for the Accessible Public Transit Service Advisory Committee;
- iii. DIRECT Administration to update the Corporate website with the updated Terms of Reference;
- iv. DIRECT Administration to incorporate the new Terms of Reference and Meeting Protocol documents into the Committee Training package;
- v. DIRECT Administration to begin recording Accessible Public Transit Service Advisory Committee meetings and posting recordings on the Corporate website effective with the September 2026 meeting; and
- vi. RECEIVE the report for information.

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

CARRIED.

Date of Next Meeting

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

Monday August 31, 2026 at 9:30 a.m.

Adjournment

S. Lehman moves, seconded by C. Rahman, the meeting be adjourned. CARRIED.
The meeting adjourned at 10:45 a.m.

_____ Skylar Franke	-	_____ Chair
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_____ Caroline Roy	-	_____ Secretary
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