

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M.
ON WEDNESDAY, JANUARY 25, 2017**

Those present were

Mr. Dean Sheppard	-	Acting Chair
Mr. Jesse Helmer	-	Commissioner
Mr. Eric Southern	-	Commissioner
Mr. Phil Squire	-	Commissioner

Absent with regret was

Mrs. Sheryl Rooth	-	Chair
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Also present were

Mrs. Kelly Paleczny	-	General Manager
Mr. John Ford	-	Director of Transportation & Planning
Mrs. Joanne Galloway	-	Director of Human Resources
Mr. Mike Gregor	-	Director of Finance
Mr. Craig Morneau	-	Director of Fleet & Facilities
Mrs. Caroline Roy	-	Secretary

Meeting to order

The Acting Chair called the meeting to order.

**Completion and
Acceptance of
Agenda**

The Acting Chair called for acceptance of the agenda, Mr. Helmer moves, seconded by Mr. Squire the acceptance of the agenda. CARRIED.

**Disclosures
of Pecuniary Interest**

The Acting Chair called for disclosures of pecuniary interest with respect to the agenda. There were no conflicts of interest declared.

Minutes

Mr. Helmer moves, seconded by Mr. Squire, the minutes of the meeting held on November 30, 2016 be APPROVED. CARRIED.

**5th Report
Accessible Public
Transit Service
Advisory Committee**

With regard to the 5th Report of the Accessible Public Transit Service Advisory Committee meeting held on December 15, 2016, copy attached, Mr. Southern moves, seconded by Mr. Squire, the report be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

**Letter from City Clerk
re Budget
Amendments**

With regard to the letter from C. Saunders, City Clerk, dated December 7, 2016, regarding Budget Amendments, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the letter be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Letter from Deputy City Clerk re Free Bus Transportation for Children 12 and Under

With regard to the letter from L. Rowe, Deputy City Clerk, dated December 20, 2016, regarding Free Bus Transportation for Children 12 and Under, copy attached, Mr. Squire moves, seconded by Mr. Helmer, the letter be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Letter from Commission Chair re Industrial Service

With regard to the letter from S. Rooth, Commission Chair, dated January 2, 2017, regarding Industrial Service, copy attached, Mr. Squire moves, seconded by Mr. Southern, the letter be REFERRED to administration for consideration as part of the 2017 Work Program.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Voice of the Customer – Fall Survey Results

The Commission received a presentation from Ryan Gallivan, TransPro, regarding the Voice of the Customer – Fall Survey Results report.

With regard to the presentation and report, copy attached, Mr. Southern moves, seconded by Mr. Squire, the report be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Occupational Health & Safety Work Programs – 2016 (status) and 2017

The Commission received a presentation from Tyson Cragg and John Gillet, Health & Safety Committee – 450 Highbury Ave N. Co-Chairs regarding the Occupational Health & Safety Work Programs 2016 (status) and 2017 report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

2017 Service Plan – Conventional Transit

With regard to the 2017 Service Plan – Conventional Transit report, Mr. Squire moves, seconded by Mr. Helmer, that the Commission APPROVE the 2017 Conventional Transit Service Plan as set out below, noting the recommended changes represent 20,000 additional service hours and can be accommodated within approved budgets.

Effective April 30, 2017

- i. Route 27
 - a. Improve service during the spring and summer service periods weekdays between 7:00 am and 6:00 pm
- ii. Route 33
 - a. Improve service during the spring and summer service periods weekdays between 8:00 am and 10:00 am and 1:00 pm and 6:00 pm
- iii. Route 38
 - a. Modify the route to operate along Thistlewood and Sunningdale to provide service to the YMCA
- iv. Community Bus
 - a. Remove Route 51 service to the Oakridge Superstore on Thursday
 - b. Introduce Route 52 to serve Sobeys at Wonderland and Oxford, Costco and Farm Boy on Thursdays

Effective September 3, 2017

- v. Route 2
 - a. Re-route the 2A to serve Argyle Mall; serve Trafalgar Heights in the eastbound direction only
 - b. Improve Sunday frequency from 30 minutes to 15 minutes between 11:00 am and 7:00 pm

- vi. Route 3
 - a. Extend route 3A to serve Argyle Mall weekdays between 6 am and 6 pm.
- vii. Route 13
 - a. Terminate at Masonville Mall. Maintain 13A in the south end
 - b. Increase weekday early evening (6:00 pm- 9:00 pm) frequency from 30 minutes to 20 minutes
 - c. Increase Saturday early evening (5:00 pm – 9:00 pm) frequency from 30 minutes to 20 minutes
- viii. Route 19/31/32
 - a. Modify the Sunday schedule to start buses earlier and end later on the Route 32 portion of the route.
- ix. Route 25
 - a. Extend route to service Masonville Mall via Grenfell
 - b. Provide 30 minute frequency during peak periods (weekday 6:00 am and 9:00 pm and Saturday between 10:00 am and 7:00 pm)
 - c. Provide 60 minute frequency during off peak periods (weekdays 9:00 pm and 12:00 am; Saturday between 6:00 am and 10:00 am and 7:00 pm and 12:00 am and Sunday between 9:00 am and 11:00 pm)
- x. Route 24
 - a. Add one additional westbound trip weekdays at approximately 7:15 pm
- xi. Route 26
 - a. Extend weekday and Saturday service to midnight
 - b. Add weekday PM Peak period vehicle (2:00 pm – 6:00 pm) to improve frequency from 35 minutes to 30 minutes
- xii. Route 28/12
 - a. Separate Route 12 to operate along the pre-2015 alignment during all time periods
 - b. Operate Route 28 during a modified weekday peak period only (between 6:30 am and 10:30 am and 2:30 pm and 7:00 pm)
 - c. Modify the route to operate along Sunray Ave, removing service along Outer Drive.
- xiii. Route 34/40
 - a. Introduce a new Route 40 to serve Northridge and Masonville on a 30 minute frequency Monday to Saturday between 6:00 am and 6:30 pm
 - b. Interline Routes 34 and 40 evenings Monday to Saturday (between 6:30 pm and 12:00 am) and all day Sunday (9:00 am and 11:00 pm) on a 60 minute frequency
 - c. Introduce Saturday service on Route 34 between 9:00 am and 6:00 pm on a 30 minute frequency
- xiv. Route 90
 - a. Improve weekday base period frequency (between 10:00 am and 3:00 pm) from 30 minutes to 20 minutes
 - b. Introduce Saturday service between 8:00 am and 6:00 pm on a 30 minute frequency
 - c. Introduce Sunday service between 10:00 am and 6:00 pm on a 30 minute frequency
- xv. Route 91
 - a. Improve weekday peak period frequency (between 7:30 am and 11:00 am and 2:00 pm and 7:15 pm) from 20 minutes to 15 minutes
- xvi. Route 92
 - a. Start service one hour later in the AM Peak (from 6 am to 7 am)
 - b. Increase PM Peak period frequency from 30 minutes to 20 minutes starting at 2 pm instead of 3 pm

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Commission Work Programs – 2016 (status) and 2017 (draft)

With regard to the Commission Work Programs – 2016 (status) and 2017 (draft) report, copy attached, Mr. Helmer moves, seconded by Mr. Squire, the Commission APPROVE in principle the direction of the draft 2017 Work Program as set out in Enclosure I noting the draft 2017 Work Program is congruent with the approved 2015-2018 Business Plan and associated 2015-2018 Financial Plan.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Information Technology Update

With regard to the Information Technology Update report, copy attached, Mr. Helmer moves, seconded by Mr. Squire, the report be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

Rapid Transit Considerations – Western University

With regard to the Rapid Transit Considerations – Western University report, Mr. Squire moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

New Year's Eve Service 2016

With regard to the New Year's Eve Service 2016 report, Mr. Southern moves, seconded by Mr. Squire, the report be NOTED and FILED.

YEAS: Mr. Sheppard, Mr. Helmer, Mr. Southern and Mr. Squire

CARRIED.

In Camera Session

Consistent with the provision of Section 239 of the Municipal Act, Mr. Helmer moves, seconded by Mr. Southern, the Commission move In Camera to CONSIDER:

- i) Personal matters about an identifiable individual, including municipal or local board employees;
- ii) Personal matters about an identifiable individual, including municipal or local board employees; and
- iii) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

CARRIED.

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

- i) Personal matters about an identifiable individual, including municipal or local board employees;
- ii) Personal matters about an identifiable individual, including municipal or local board employees; and
- iii) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

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

- i) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

CARRIED.

Management Staff Policy Statement – 2016

With regard to the Management Staff Policy Statement - 2016 report, Mr. Helmer moves, seconded by Mr. Southern, that the Management Staff Policy Statement – 2016 BE AMENDED to reflect a 5.25% increase in the cost of compensation for the period of April 1, 2016 to March 31, 2019

YEAS: Mr. Helmer and Mr. Southern
NAYS: Mr. Sheppard and Mr. Squire

FAILED.

Administrative Support Staff Policy Statement – 2016

With regard to the Administrative Support Staff Policy Statement – 2016 report, Mr. Helmer moves, seconded by Mr. Southern, that the changes to the Administrative Support Staff Policy Statement for the period of April 1, 2016 to March 31, 2019 BE APPROVED, as attached; it being noted that the changes result in a 5.3% increase in the cost of compensation over the subject period.

YEAS: Mr. Sheppard, Mr. Helmer and Mr. Southern
NAYS: Mr. Squire

CARRIED.

Date of Next Meeting

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

Wednesday, February 22, 2017 at 5:00 p.m.

Adjournment

Mr. Helmer moves, seconded by Mr. Southern, the meeting be adjourned. CARRIED.
The meeting adjourned at 7:05 p.m.

Dean Sheppard - Acting Chair

Caroline Roy - Secretary