

**MINUTES OF THE LONDON TRANSIT COMMISSION  
HELD IN THE COMMISSION BOARDROOM AT 5:05 P.M.  
ON WEDNESDAY, FEBRUARY 22, 2017**

Those present were

Mrs. Sheryl Rooth	-	Chair
Mr. Jesse Helmer	-	Commissioner
Mr. Eric Southern	-	Commissioner

Absent with regret were

Mr. Dean Sheppard	-	Vice Chair
Mr. Phil Squire	-	Commissioner

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 Chair called the meeting to order.

**Completion and  
Acceptance of  
Agenda**

The Chair called for acceptance of the agenda, Mr. Helmer moves, seconded by Mr. Southern the acceptance of the agenda. 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**

Mr. Helmer moves, seconded by Mr. Southern, the minutes of the meeting held on January 25, 2017 be APPROVED. CARRIED.

**2017 Commission  
Work Program**

With regard to the 2017 Commission Work Program report, copy attached, Mr. Southern moves, seconded by Mr. Helmer, the Commission APPROVE the 2017 Work Program noting the program is congruent with the approved 2015-2018 Business Plan and associated 2015-2018 Financial Plan.

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

**Federal Public Transit  
Infrastructure Fund**

With regard to the Federal Public Transit Infrastructure Fund report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the Commission APPROVE the administration proceeding with the process to approve and award contracts for the following Commission-adopted capital projects under the Federal Public Transit Infrastructure Fund, identified as requiring immediate action upon confirmation of funding approval. It being noted the individual awards are subject to formal confirmation of Federal funding for the project, the project award being within the identified budget and satisfying stipulated work requirements and timelines.

<b>Project</b>	<b>Description</b>	<b>Budget</b>
AVL/C Upgrades	Upgrade of AVL system software and hardware including radio consoles for Dispatch	\$242,000
AVL Wayside Signs	Replacement of existing 8-line wayside signs with upgraded technology and features	\$391,000
Seon Upgrade	Upgrade of on-board camera system including system software and on-board hard drives	\$350,000
Perimeter Bus Seating	Retrofit remaining buses with perimeter seating, providing additional space/maneuverability on board for strollers and wheeled mobility devices	\$1,125,000
Asphalt Repairs	Asphalt repairs at both Highbury and Wonderland facilities	\$400,000
LED Lighting Upgrades	Continued implementation of LED lighting upgrades to include A and C barns and exterior of both facilities	\$325,000
Hoist Replacements	Replacement of five hoists at Highbury facility	\$875,000
Fuel Cardlock System	Upgrade of Fuel Cardlock system – current system is 16 years old	\$115,000
Engine Replacements	Engine replacements for buses with premature engine failures	\$900,000
Bus Wash	Replacement of bus washes at Highbury Facility	\$736,000
Hybrid Batteries	Replacement batteries for all Hybrid buses	\$745,000
Hybrid PIM's	Replacement Dual Power Invertor Modules for all Hybrid buses	\$400,000
Hybrid Transmissions	Replacement transmissions for all Hybrid buses	\$828,000
Articulated Bus Joints	Replacement of Autotechnik Joints for all Articulated buses	\$552,000
Security Gates	Replace security gates at Highbury facility	\$150,000
Concrete Repair	Concrete repair at Wonderland facility	\$150,000
APC's for remaining buses	Addition of Automatic Passenger Counters on the remainder of the bus fleet (55 buses)	\$575,000

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

### **Service to Fanshawe Conservation Area and Fanshawe Pioneer Village**

With regard to the Service to Fanshawe Conservation Area and Fanshawe Pioneer Village report, Mr. Helmer moves, seconded by Mr. Southern, that the Commission:

- i. APPROVE the implementation of weekend service to Fanshawe Conservation Area and Pioneer Village for the period of July 1 to August 27, 2017 inclusive and Doors Open weekend (September 16-17, 2017); and
- ii. DIRECT administration, subject to above, report back on the 2017 service performance results at the Commission's October 2017 meeting.

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

### **Tuition-Based Pass Program**

With regard to the Tuition-Based Pass Program report, Mr. Southern moves, seconded by Mr. Helmer, the Commission APPROVE the establishment of individual one year agreements associated with the tuition-based pass program with each of Western University Students' Council (USC), Western Society of Graduate Students (SOGS), and Fanshawe College Student Union (FSU) noting the respective agreements:

- i. are for the term of September 1, 2017 to August 31, 2018;
- ii. provide for a \$5 (or 2.2%) increase in the annual price of the pass effective September 1, 2017; and
- iii. include all other terms and conditions as set out in the expiring agreements (i.e. ending August 31, 2017).

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

**2016 Annual Service Performance Report – Conventional Transit Service**

With regard to the 2016 Annual Service Performance Report – Conventional Transit Service report, Mr. Southern moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

**2016 Attendance and Disability Management Programs**

With regard to the 2016 Attendance and Disability Management Programs report, Mr. Southern moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

**Provincial Gas Tax Program Update**

With regard to the Provincial Gas Tax Program Update report, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

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.

CARRIED.

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

- i) Personal matters about an identifiable individual, including municipal or local board employees.

**Management Staff Policy Statement – 2016**

With regard to the Management Staff Policy Statement - 2016 report, Mr. Helmer moves, seconded by Mr. Southern, that the Commission APPROVE the Management Staff Policy Statement – 2016 to reflect a 5.23% increase in the cost of compensation for the period of April 1, 2016 to March 31, 2019.

YEAS: Mrs. Rooth, Mr. Helmer and Mr. Southern

CARRIED.

**Date of Next Meeting**

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

Wednesday, March 29, 2017 at 5:00 p.m.

**Adjournment**

Mr. Helmer moves, seconded by Mr. Southern, the meeting be adjourned. CARRIED. The meeting adjourned at 5:35 p.m.

---

Sheryl Rooth - Chair

---

Caroline Roy - Secretary

