# MINUTES OF THE LONDON TRANSIT COMMISSION HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M. ON WEDNESDAY, MARCH 2, 2016

#### Those present were

Mrs. Sheryl Rooth - Chair
Mr. Dean Sheppard - Vice-Chair
Mr. Jesse Helmer - Commissioner
Mr. Eric Southern - Commissioner
Mr. Phil Squire - Commissioner

### Also present were

Mrs. Kelly Paleczny - General Manager

Mrs. Joanne Galloway - Director of Human Resources

Mr. Mike Gregor - Director of Finance

Mr. Craig Morneau - Director of Fleet & Facilities
Mrs. Katie Burns - Manager of Planning Services

Mr. Tyson Cragg - Manager of Operations Administration
Mr. Shawn Wilson - Manager of Service Administration

Mrs. Caroline Roy - Secretary

The general public was also in attendance.

### Meeting to order

The Chair called the meeting to order.

# Completion and Acceptance of Agenda

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

Mr. Sheppard moves, seconded by Mr. Squire, the minutes of the meeting held on January 25, 2016 be APPROVED. CARRIED.

# Letter from Cllr Ridley re on-board announcements

With regard to the letter from Councillor Virginia Ridley, dated February 12, 2016, regarding on-board announcements, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the letter be NOTED and FILED.

# CARRIED.

Letter from Cllrs Salih and Helmer re providing free bus service during March Break for riders between the ages of 5 and 12 With regard to the letter from Councillors Salih and Helmer, regarding providing free bus service during March Break for riders between the ages of 5 and 12, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the Commission APPROVE a program to promote the use of public transit for children aged 5 to 12, for March Break noting this promotion is viewed as an opportunity to provide greater access to the community and to create future transit riders.

# CARRIED.

Letter from Mrs.
Paleczny re Western
Bridge Detour
Options

With regard to the letter from Mrs. Paleczny, LTC General Manager, dated February 29, 2016, regarding Western Bridge Detour Options, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, the Commission APPROVE a primary and secondary detour to address the Western University request that no articulated buses cross the bridge on University Drive until such time as load testing has been completed by the engineering firm hired by the University.

#### CARRIED.

March 1, 2016 Collision With regard to the verbal update on the March 1, 2016 collision involving an LTC bus, Mr. Sheppard moves, seconded by Mr. Southern, the verbal update be NOTED and FILED.

CARRIED.

2016	Commission
Work	Program

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

CARRIED.

### **Technology Plan**

With regard to the Technology Plan report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the Commission APPROVE the Technology Plan as set out in Enclosure I, noting the Technology Plan is congruent with the approved 2015-2018 Business Plan and associated 2015-2018 Financial Plan.

#### CARRIED.

# Route Naming and Numbering Convention

With regard to the Route Naming and Numbering Convention report, copy attached, Mr. Sheppard moves, seconded by Mr. Squire, the report be NOTED and FILED.

CARRIED.

# 2015 Motor Vehicle Accident Report

With regard to the 2015 Motor Vehicle Accident Report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.

CARRIED

### 2015 Annual Service Performance Report

With regard to the 2015 Annual Service Performance Report, copy attached, Mr. Squire moves, seconded by Mr. Southern, the report be NOTED and FILED.

CARRIED.

## 2015 Attendance and Disability Management Programs

With regard to the 2015 Attendance and Disability Management Programs report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.

CARRIED.

### Update – Smart Card System

With regard to the Update – Smart Card System report, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

# **AODA Update**

With regard to the AODA Update report, Mr. Squire moves, seconded by Mr. Southern, the report be NOTED and FILED.

CARRIED.

#### **Route Review Part III**

With regard to the verbal Route Review Part III Update, Mr. Sheppard moves, seconded by Mr. Helmer, the verbal update be NOTED and FILED.

CARRIED.

# Date of Next Meeting

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

Wednesday, March 30, 2016 at 5:00 p.m.

#### **Adjournment**

 $\,$  Mr. Squire moves, seconded by Mr. Southern, the meeting be adjourned. CARRIED. The meeting adjourned at 7:20 p.m.

Sheryl Rooth - Chair

Caroline Roy - Secretary