

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M.
ON WEDNESDAY, MAY 31, 2017**

Those present were

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

Absent with regret was

Mr. Eric Southern	-	Commissioner
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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 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. Sheppard 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. Sheppard, the minutes of the meeting held on April 26, 2017 be APPROVED. CARRIED.

**1st Report
Accessible Public
Transit Service
Advisory Committee**

The Commission received a presentation from Gary Doerr, Vice Chair of the Accessible Public Transit Service Advisory Committee, regarding the 1st Report of the Accessible Public Transit Service Advisory Committee meeting held on May 8, 201.

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

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

**Information
Technology Update**

The Commission received a presentation from Scheidt & Bachmann Representatives, regarding the Implementation of the Smart Card as referenced in the Information Technology Update report.

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

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

PTIF Project Contract Award – Automatic Passenger Counters

With regard to the PTIF Project Contract Award – Automatic Passenger Counters report, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission APPROVE the award of a contract with Trapeze Software Group for the supply of the required equipment at a total upset cost of \$575,000 inclusive of applicable taxes.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

PTIF Project Contract Award – Autotechnik Joint Upgrade for Articulated Buses

With regard to the PTIF Project Contract Award – Autotechnik Joint Upgrade for Articulated Buses report, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission APPROVE the award of a purchase order with New Flyer Parts for the supply of the required equipment at a total upset cost of \$552,000 inclusive of applicable taxes.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

PTIF Project Contract Award – Hybrid Bus Upgrades

With regard to the PTIF Project Contract Award – Hybrid Bus Upgrades report, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission APPROVE the award of a contract with Wajax for the supply and installation of replacement batteries and dual power inverter modules for eight hybrid buses at a cost of \$1,051,872 exclusive of applicable taxes.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

PTIF Project Contract Award – Perimeter Seating Retrofit

With regard to the PTIF Project Contract Award – Perimeter Seating Retrofit report, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission:

- i. APPROVE the award of a contract with USSC Seating for the supply of bus seats and seat inserts at a total cost of \$829,000 inclusive of applicable taxes; and
- ii. APPROVE the award of a contract with Mississauga Truck and Bus for the installation of bus seats and seat inserts at a total cost of \$202,000 inclusive of applicable taxes.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

PTIF Project Contract Award – Upgrade of Onboard Bus Audio/Video Recording System

With regard to the PTIF Project Contract Award – Upgrade of Onboard Bus Audio/Video Recording System report, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission APPROVE the award of a contract with Seon Mobile Surveillance for the supply of the required equipment to complete the upgrade of the on-board bus audio/video recording system, at a total cost of \$350,000 inclusive of applicable taxes.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

Federal Budget – Public Transit Infrastructure Fund Update

With regard to the Federal Budget – Public Transit Infrastructure Fund Update report, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission CONFIRM the administration's award of a contract with Westmatic Clean and Green relating to the replacement of the bus washes at the Highbury Avenue facility at a cost of \$689,187 exclusive of applicable taxes.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

Canada 150 – Celebrating Canada's Transit History in 2017

With regard to the Canada 150 – Celebrating Canada's Transit History in 2017 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

100in1day London Event - Update

With regard to the 100in1day London Event - Update report, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

Financial Update – Conventional Transit Services – Operating Budget – April 30, 2017

With regard to the Financial Update – Conventional Transit Services – Operating Budget – April 30, 2017 report, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

Financial Update – Specialized Transit Services – Operating Budget – April 30, 2017

With regard to the Financial Update – Specialized Transit Services – Operating Budget – April 30, 2017 report, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

Financial Update – Capital Budget Programs – April 30, 2017

With regard to the Financial Update – Capital Budget Programs – April 30, 2017 report, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

YEAS: Mrs. Rooth, Mr. Sheppard, Mr. Helmer and Mr. Squire

CARRIED.

Date of Next Meeting

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

Wednesday, June 21, 2017 at 5:00 p.m. ***Note Change of Date**

Adjournment

Mr. Helmer moves, seconded by Mr. Sheppard, the meeting be adjourned. CARRIED. The meeting adjourned at 5:55 p.m.

Sheryl Rooth - Chair

Caroline Roy - Secretary