

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M.
ON WEDNESDAY, JUNE 29, 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
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

A delegation, the media and general public were 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, Mr. Squire 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. Southern moves, seconded by Mr. Sheppard, the minutes of the meeting held on May 25, 2016 be APPROVED. CARRIED.

**3rd Report of the
Accessible Public
Transit Service
Advisory Committee**

With regard to the 3rd Report of the Accessible Public Transit Service Advisory Committee, copy attached, Mr. Sheppard moves, seconded by Mr. Southern, the report be NOTED and FILED.

CARRIED.

**Draft Transit Network
Rapid Transit
Integration Strategy
and Financial Plan**

The Commission received a presentation from Dennis Kar, Dillon Consulting, regarding the Draft Transit Network – Rapid Transit Integration Strategy and Financial Plan report.

(At 6:00 p.m. Mr. Squire left the meeting.)

With regard to the presentation and report, copy attached, Mr. Sheppard moves, seconded by Mr. Southern, the report;

- i) be TABLED for further review at the August 31, 2016 meeting; and
- ii) the draft report be FORWARDED to the LTC Long Term Growth Report Working Group for review and input.

CARRIED.

**Contract Award –
Passenger Shelter
Replacement Program**

With regard to the Contract Award – Passenger Shelter Replacement Program report, copy attached, Mr. Sheppard moves, seconded by Mr. Southern, the Commission:

- i) ACCEPT the bid submission from Daytech Industries for the removal and replacement of the current 380 conventional transit passenger shelter stock at a cost of \$2,116,700, based upon the Avanti style of shelter, exclusive of applicable taxes;
- ii) APPROVE the solar lighting option for all non-advertising shelters (203) at a cost of \$269,000, exclusive of applicable taxes;
- iii) DIRECT administration finalize contract details with Daytech Industries in consultation with the Commission's legal counsel, noting the contract will be in keeping with the RFP related bid submission and clarification of same.

CARRIED.

**2016-2017 General
Insurance Program
Renewal**

With regard to the 2016-2017 General Insurance Program Renewal report, copy attached, Mr. Helmer moves, seconded by Mr. Southern, the Commission APPROVE:

- i) the general insurance program for the period of July 1, 2016 through June 30, 2017 at a total annual cost of \$1,201,094 exclusive of applicable sales tax and deductible costs, the particulars of which are as follows:

Coverage	Premium	Insurer
Automobile	\$ 1,006,042	Zurich
Additional Liability (\$5 mil)	33,000	Catlin Canada
Property	121,895	Zurich
Travel Insurance	750	Industrial Alliance
Boiler & Machinery	2,116	Aviva
Directors & Officers	13,800	AIG
Environmental	23,491	Chubb

and;

- ii) broker services for the period of July 1, 2016 through to June 30, 2017 with Marsh Canada at a cost of \$75,000.

CARRIED.

**2015 Pension Fund
Audit**

With regard to the 2015 Pension Fund Audit report, copy attached, Mr. Southern moves, seconded by Mr. Sheppard, the Commission:

- i) APPROVE the financial statements, as set out in Enclosure I, relating to the non-insured pension fund as at December 31, 2015 noting the statements have not changed from those presented in the Draft version at the March 30, 2016 meeting; and
- ii) DIRECT the administration to forward the 2015 Pension Statements to the Financial Services Commission of Ontario as required under the Pension Benefits Act.

CARRIED.

**Voice of the Customer
Program Update**

With regard to the Voice of the Customer Program Update report, Mr. Southern moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

Smart Card Update

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

CARRIED.

**Financial Update –
Conventional Transit
Services – Operating
Budget – May 31, 2016**

With regard to the Financial Update – Conventional Transit Services – Operating Budget – May 31, 2016 report, Mr. Southern moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

CARRIED.

**Financial Update –
Specialized Transit
Services – Operating
Budget – May 31, 2016**

With regard to the Financial Update – Specialized Transit Services – Operating Budget – May 31, 2016 report, Mr. Southern moves, seconded by Mr. Sheppard, the report be NOTED and FILED.
CARRIED.

**Financial Update –
Capital Budget
Programs – May 31,
2016**

With regard to the Financial Update – Capital Budget Programs – May 31, 2016 report, Mr. Helmer moves, seconded by Mr. Southern, the report be NOTED and FILED.
CARRIED.

In Camera Session

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

- i) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations and employee negotiations in regard to the Commission’s union, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission; and
- ii) Personal matters about an identifiable individual, including municipal or local board.

CARRIED.

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

- i) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations and employee negotiations in regard to the Commission’s union, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission; and
- ii) Personal matters about an identifiable individual, including municipal or local board.

Pursuant to procedural requirement of Section 239 of the Municipal Act, Mr. Southern moves, seconded by Mr. Sheppard that the Commission REPORT PROGRESS on:

- i) A matter pertaining to reports, advice and recommendations of officers and employees of the Commission concerning labour relations and employee negotiations in regard to the Commission’s union, including communications necessary for that purpose and for the purpose of providing instructions and directions to officers and employees of the Commission; and
- ii) Personal matters about an identifiable individual, including municipal or local board.

CARRIED.

**Date of Next
Meeting**

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

Wednesday, August 31, 2016 at 5:00 p.m.

Adjournment

Mr. Southern moves, seconded by Mr. Sheppard, the meeting be adjourned.
CARRIED. The meeting adjourned at 7:40 p.m.

Sheryl Rooth - Chair

Caroline Roy - Secretary

