

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 12:00 P.M.
ON WEDNESDAY, OCTOBER 26, 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

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, Mr. Helmer moves, seconded by Mr. Squire 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. Sheppard moves, seconded by Mr. Squire, the minutes of the meeting held on September 28, 2016 be APPROVED. CARRIED.

**Letter from the City
Clerk re Public Transit
Infrastructure Fund**

With regard to the letter from C. Saunders, City Clerk, re Public Transit Infrastructure Fund, copy attached, Mr. Southern moves, seconded by Mr. Helmer, the letter be NOTED and FILED.

CARRIED.

**Draft 2017
Conventional Service
Plan**

With regard to the Draft 2017 Conventional Service Plan report, copy attached, Mr. Southern moves, seconded by Mr. Helmer, the Commission:

- i) APPROVE, in principle, the draft 2017 conventional service plan;
- ii) DIRECT administration to finalize the 2017 service plan, including, where appropriate, meeting with affected communities regarding the potential changes and forward a copy of the draft service plan report to Members of Council; and
- iii) PRESENT the final 2017 service plan report and recommendations at the Commission's January 25, 2017 meeting.

CARRIED.

**Request for Proposal
– Corporate Banking
Contract**

With regard to the Request for Proposal – Corporate Banking Contract report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the Commission ACCEPT the proposal from The Bank of Nova Scotia “Scotiabank” for corporate banking services for the period of November 1, 2016 through October 31, 2021, including a five year renewal option subject to negotiation and agreement of both parties.

CARRIED.

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

With regard to the Service to Fanshawe Conservation Area and Fanshawe Pioneer Village report, copy attached, Mr. Helmer moves, seconded by Mr. Sheppard, the Commission DIRECT administration to consult with Tourism London, Fanshawe Pioneer Village and Fanshawe Conservation Authority with regard to the 2016 results and status for 2017.

CARRIED.

Smart Card Update

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

CARRIED.

**2016 Work Program –
Finance – Third
Quarter Update**

With regard to the 2016 Work Program – Finance – Third Quarter Update report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

**2016 Work Program –
Human Resources –
Third Quarter Update**

With regard to the 2016 Work Program – Human Resources – Third Quarter Update report, copy attached, Mr. Sheppard moves, seconded by Mr. Southern, the report be NOTED and FILED.

CARRIED.

**2016 Work Program –
Fleet & Facilities –
Third Quarter Update**

With regard to the 2016 Work Program – Fleet & Facilities – Third Quarter Update report, copy attached, Mr. Squire moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

**2016 Work Program –
Transportation &
Planning – Third
Quarter Update**

With regard to the 2016 Work Program – Transportation & Planning – Third Quarter Update report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

**Financial Update –
Conventional Transit
Services – Operating
Budget – September
30, 2016**

With regard to the Financial Update – Conventional Transit Services – Operating Budget – September 30, 2016 report, Mr. Helmer moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

CARRIED.

**Financial Update –
Specialized Transit
Services – Operating
Budget – September
30, 2016**

With regard to the Financial Update – Specialized Transit Services – Operating Budget – September 30, 2016 report, Mr. Southern moves, seconded by Mr. Sheppard, the report be NOTED and FILED.

CARRIED.

**Financial Update –
Capital Budget
Programs –
September 30, 2016**

With regard to the Financial Update – Capital Budget Programs – September 30, 2016 report, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.
CARRIED.

In Camera Session

Consistent with the provision of Section 239 of the Municipal Act, Mr. Sheppard moves, seconded by Mr. Helmer, 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.

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.

Pursuant to procedural requirement of Section 239 of the Municipal Act, Mr. Sheppard moves, seconded by Mr. Helmer 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.

CARRIED.

Date of Next Meeting

The Commission confirmed the date of the next meeting as follows:
Wednesday, November 30, 2016 at 5:00 p.m.

Adjournment

Mr. Southern moves, seconded by Mr. Helmer, the meeting be adjourned. CARRIED.
The meeting adjourned at 1:50 p.m.

Sheryl Rooth - Chair

Caroline Roy - Secretary