

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M.
ON WEDNESDAY, NOVEMBER 25, 2015**

Those present were

Mr. Eric Southern	-	Chair
Mrs. Sheryl Rooth	-	Vice-Chair
Mr. Jesse Helmer	-	Commissioner
Mr. Dean Sheppard	-	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 as amended, Mrs. Rooth moves, seconded by Mr. Sheppard 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 October 28, 2015 be APPROVED. CARRIED.

**2016 Capital Budget
Update**

With regard to the 2016 Capital Budget Update report, copy attached, Mrs. Rooth moves, seconded by Mr. Squire, the Commission:

- i) APPROVE an amended 2016 Capital Budget Program for 14 new replacement buses and one expansion bus at a total investment of \$8,654,700 representing an increase of \$517,900 in comparison to the original approved budget of \$8,136,800, with the additional investment being funded from the Provincial Gas Tax Reserve. The \$517,900 increase relates to a contract unit price increase being greater than anticipated given the Canadian/United States exchange rate; and
- ii) APPROVE the early purchase of the 2016 new bus requirements directing the administration to finalize the appropriate purchase order agreement for same.

CARRIED.

**Election of Chair
and Vice-Chair**

The Secretary called for nominations for the position of Chair for the term December 1, 2015 to November 30, 2016.

The following nomination was received:

Mr. Sheppard and Mr. Southern nominated Mrs. Rooth.

The Secretary asked for further nominations for the position of Chair for the term December 1, 2015 to November 30, 2016. There being no further nominations, Mr. Sheppard moves, seconded by Mr. Southern, nominations for the position of Chair be closed. CARRIED.

Mrs. Rooth was acclaimed Chair of the Commission for the term December 1, 2015 to November 30, 2016.

The Secretary asked for nominations for the position of Vice-Chair for the term December 1, 2015 to November 30, 2016.

The following nomination was received:

Mrs. Rooth and Mr. Squire nominated Mr. Sheppard.

The Secretary asked for further nominations for the position of Vice-Chair for the term December 1, 2015 to November 30, 2016. There being no further nominations, Mr. Southern moves, seconded by Mr. Squire, nominations for the position of Vice-Chair be closed. CARRIED.

Mr. Sheppard was acclaimed Vice-Chair of the Commission for the term December 1, 2015 to November 30, 2016.

Update – Smart Card System

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

CARRIED.

Shift Update

With regard to the Shift 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 – October 31, 2015

With regard to the Financial Update – Conventional Transit Services – Operating Budget – October 31, 2015 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

Financial Update – Specialized Transit Services – Operating Budget – October 31, 2015

With regard to the Financial Update – Specialized Transit Services – Operating Budget – October 31, 2015 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

Financial Update – Capital Budget Programs – October 31, 2015

With regard to the Financial Update – Capital Budget Programs – October 31, 2015 report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the report be NOTED and FILED.

CARRIED.

2016 Meeting Dates

With regard to the 2016 Meeting Dates report, copy attached, Mr. Sheppard moves, seconded by Mr. Helmer, the Commission CONFIRM the dates of the 2016 Commission regular meetings as follows, noting the meetings are held on the last Wednesday of the month with a starting time of 5:00 p.m.

Date

- January 27, 2016
- February 24, 2016
- March 30, 2016
- April 27, 2016
- May 25, 2016
- June 29, 2016
- July 2016 - Meeting at the call of the Chair
- August 31, 2016
- September 28, 2016
- October 26, 2016
- November 30, 2016
- December 2016 - Meeting at the call of the Chair

CARRIED.

2016 Work Program

With regard to the 2016 Work Program, Mr. Sheppard moves, seconded by Mrs. Rooth, DIRECT administration incorporate, in its final 2016 Work Program report, timing of significant topics of discussion for the year.

CARRIED.

In Camera Session

Consistent with the provision of Section 239 of the Municipal Act, Mr. Squire 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) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

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) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

Pursuant to procedural requirement of Section 239 of the Municipal Act, Mrs. Rooth 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) A matter pertaining to litigation or potential litigation affecting the Commission, including communications necessary for that purpose.

CARRIED.

Date of Next Meeting

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

Wednesday, January 27, 2016 at 5:00 p.m.

Adjournment

Mr. Sheppard moves, seconded by Mr. Helmer, the meeting be adjourned. CARRIED. The meeting adjourned at 7:30 p.m.

Eric Southern - Chair

Caroline Roy - Secretary