

**MINUTES OF THE LONDON TRANSIT COMMISSION
HELD IN THE COMMISSION BOARDROOM AT 5:00 P.M.
ON WEDNESDAY APRIL 24, 2024**

Those present were

Stephanie Marentette	-	Chair
David Ferreira	-	Commissioner
David Little	-	Commissioner
Jacqueline Madden	-	Commissioner
Jerry Pribil	-	Commissioner
Sheryl Rooth	-	Commissioner

With regret was

Scott Collyer	-	Vice-Chair
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Also present were

Kelly Paleczny	-	General Manager
Katie Burns	-	Director of Planning
Joanne Galloway	-	Director of Human Resources
Mike Gregor	-	Director of Finance
Craig Morneau	-	Director of Fleet & Facilities
Shawn Wilson	-	Director of Operations
David Butler	-	Manager, Operations Administration
Caroline Roy	-	Secretary

Meeting to order

The meeting was called to order.

**Completion and
Acceptance of
Agenda**

The Chair called for acceptance of the agenda as amended, D. Little moves, seconded by S. Rooth, 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. There were no conflicts of interest declared.

Minutes

S. Rooth moves, seconded by D. Little, the minutes of the meeting held on March 27, 2024 be APPROVED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

**Letter from City
Clerk re Council's
direction to
initiate a
comprehensive
operations and
performance audit
of the London
Transit
Commission**

With regard to the Letter from M. Schulthess, City Clerk, dated April 3, 2024 re Council's direction to initiate a comprehensive operations and performance audit of the London Transit Commission, copy attached, D. Little moves, seconded by J. Madden, the letter be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

**Letter from
Jacqueline Madden
re LTC's bag policy
on the Specialized
Service**

With regard to the letter from Jacqueline Madden, Commissioner, re LTC's bag policy on the Specialized Service, copy attached, S. Rooth moves, seconded by J. Madden, the letter be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

Bus Replacement – Contract Award

With regard to the Bus Replacement – Contract Award report, copy attached, D. Ferreira moves, seconded by D. Little, the Commission:

- i) ACCEPT the bid submission from New Flyer Industries Canada, ULC for the supply of both 40' and 60' replacement and expansion buses for the period of 2024 through 2027, at a unit cost of \$857,250.00 and \$1,309,832.00 exclusive of applicable taxes respectively for buses ordered in 2024 (price escalation will apply going forward);
- ii) DIRECT the administration finalize the appropriate contract with New Flyer Industries Canada, ULC;
- iii) DIRECT administration to confirm the ability to adjust future year capital budget requirements to accommodate for the inflationary impacts above which was budgeted for; and
- iv) APPROVE the purchase of the 2024 replacement bus requirements (15 - 40' buses & 2 – 60' buses) at a total cost of \$15,478,414, exclusive of applicable taxes and the 2025 replacement bus requirements (15 – 40' buses & 2- 60' buses) at a total cost of \$15,478,414

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

2024 Work Program – General – First Quarter Update

With regard to the 2024 Work Program – General – First Quarter Update report, copy attached, S. Rooth moves, seconded by D. Ferreira, the report be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

2024 Work Program – Finance – First Quarter Update

With regard to the 2024 Work Program – Finance – First Quarter Update report, copy attached, J. Madden moves, seconded by J. Pribil, the report be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

2024 Work Program – Human Resources – First Quarter Update

With regard to the 2024 Work Program – Human Resources – First Quarter Update report, copy attached, D. Little moves, seconded by S. Rooth, the report be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

2024 Work Program – Fleet & Facilities – First Quarter Update

With regard to the 2024 Work Program – Fleet & Facilities – First Quarter Update report, copy attached, D. Ferreira moves, seconded by J. Pribil, the report be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

2024 Work Program – Operations – First Quarter Update

With regard to the 2024 Work Program – Operations – First Quarter Update report, copy attached, S. Rooth moves, seconded by J. Madden, the report be NOTED and FILED.

YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth

CARRIED.

- 2024 Work Program – Specialized Operations – First Quarter Update** With regard to the 2024 Work Program – Specialized Operations – First Quarter Update report, copy attached, S. Rooth moves, seconded by D. Little, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- 2024 Work Program – Planning – First Quarter Update** With regard to the 2024 Work Program – Planning – First Quarter Update report, copy attached, S. Rooth moves, seconded by D. Little, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- 2024 Work Program – Corporate Communications / Information Technology – First Quarter Update** With regard to the 2024 Work Program – Corporate Communications/Information Technology – First Quarter Update report, copy attached, J. Pribil moves, seconded by S. Rooth, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- 2024 Road Construction Update** With regard to the 2024 Road Construction Updates report, copy attached, D. Little moves, seconded by S. Rooth, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- Financial Update – Conventional Transit Services – Operating Budget – March 31, 2024** With regard to the Financial Update – Conventional Transit Services – Operating Budget – March 31, 2024 report, copy attached, S. Rooth moves, seconded by D. Ferreira, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- Financial Update – Specialized Transit Services – Operating Budget – March 31, 2024** With regard to the Financial Update – Specialized Transit Services – Operating Budget – March 31, 2024 report, copy attached, S. Rooth moves, seconded by D. Ferreira, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- Financial Update – Capital Budget Programs – March 31, 2024** With regard to the Financial Update – Capital Budget Programs – March 31, 2024 report, copy attached, S. Rooth moves, seconded by D. Ferreira, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.
- Verbal Update – Pilot Project re High School Transit Pass** With regard to the verbal Update – Pilot Project re High School Transit Pass, D. Ferreira moves, seconded by J. Pribil, the report be NOTED and FILED.
- YEAS: S. Marentette, D. Ferreira, D. Little, J. Madden, J. Pribil and S. Rooth
- CARRIED.

Date of Next Meeting

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

Wednesday May 29, 2024 - 5:00 P.M.

Adjournment

S. Rooth moves, seconded by D. Little the meeting be adjourned. CARRIED. The meeting adjourned at 6:25 p.m.

Stephanie Marentette - Chair

Caroline Roy - Secretary