

TO:	CHAIR AND MEMBERS COMMUNITY AND PROTECTIVE SERVICES COMMITTEE MEETING ON OCTOBER 11, 2017
FROM:	LYNNE LIVINGSTONE MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN AND FIRE SERVICES
SUBJECT:	ADULTS 18 AND OVER INCOME-RELATED SUBSIDIZED PUBLIC TRANSIT PROGRAM COUNCIL BY-LAW, AGREEMENT AND ADMINISTRATION PROCESS

RECOMMENDATION

That, on the recommendation of the Managing Director of Neighbourhood, Children and Fire Services, with the concurrence of the Managing Director, Corporate Services and City Treasurer, Chief Financial Officer, the following actions be taken with respect to the income related subsidized transit program:

- a) The attached proposed by-law (Appendix C) **BE INTRODUCED** at the Municipal Council meeting on October 17, 2017 to approve an Agreement between The Corporation of the City of London and the London Transit Commission to provide adults 18 and over with an income-related subsidized public transit program that will commence January 1, 2018; to authorize a grant to the London Transit Commission for such purpose; and to authorize the Mayor and Clerk to execute the agreement; and,
- b) The attached proposed by-law (Appendix D) **BE INTRODUCED** at the Municipal Council meeting on October 17, 2017, to repeal sections 1, 2 and 3 of By-law L.T.C.-52-13, being a by-law to provide for entering into an arrangement with the London Transit Commission with respect to reduced bus fares for elderly persons, passed on December 16, 1991.
- c) Any 2018 costs in excess of the funding already identified with respect to the enhanced income-related subsidy program, **BE FUNDED** first from any potential 2018 Property Tax Supported Operating Budget Surplus and then, if required, through a drawdown from contingency reserves; it being noted that program uptake will be assessed in 2018 to determine the ongoing funding requirements for the program; and Civic Administration will bring forward a 2019 Budget Amendment to provide for permanent, ongoing program funding.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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- Subsidized Public Transit for the Epileptic Population (February 18, 2004)
- Free Lifetime Bus Passes for War Veterans (August 30, 2004)
- Subsidized Bus Passes for People with Disabilities (December 9, 2004)
- Region of Waterloo's Transit Affordability Program (May 30, 2005)
- Subsidized Public Transit Update (September 26, 2005)
- Subsidized Transit Information Report (February 9, 2009)
- Subsidized Transit for Low Income Londoners Options Report (November 2, 2009)
- Options for Bus Pass Subsidy (January 25, 2010)
- Public Transit Subsidy – 2011 Policy Considerations (July 19, 2010)
- Municipal Scan of Public Transit Subsidies (March 29, 2011)
- London for All: A Roadmap to End Poverty (April 18, 2016)
- Proposed Subsidy Model For Public Transportation And Information Regarding Children Under 12/13 Years Of Age Ride For Free (November 15, 2016)

BACKGROUND

Through the City of London Strategic Plan strategic area of focus, *Building a Sustainable City (convenient and connected mobility choices)*, City Council requested Civic Administration to “explore a better subsidy model for transit riders so that more Londoners can benefit.”

At the December 19, 2016 Municipal Council meeting, City Council resolved that the following actions be taken with respect to public transportation:

- (a) the current budget allocation for transit subsidy for the visually impaired to receive a monthly bus pass **BE REMOVED** from the proposed subsidy program, resulting in no change to the current

program for the visually impaired in London;

- (b) the income-related subsidy program for public transit in the City of London BE ENHANCED to a level that would enable qualified Londoners to take advantage of such a subsidy program and the City Treasurer BE DIRECTED to identify a source of financing for the enhanced program, above and beyond the funding already identified to cover the costs for approximately 1,200 qualified Londoners, as well as to explore creative business cases to provide greater access; it being understood that the City Treasurer will report back to the Community and Protective Services Committee with a source of financing for the enhanced program, prior to the exhaustion of the funding originally allocated to the program; it being noted that this enhancement would not be in effect until 2018, as proposed in the related staff report dated November 15, 2016;*
- (c) the federal and provincial governments BE LOBBIED to provide funding for public transportation subsidy for those in financial needs;*
- (d) the London Transit Commission BE REQUESTED to consider steps that it can take to assist Londoners in need of subsidy for public transit;*
- (e) omitted (not related to subsidized transit);*
- (f) omitted (not related to subsidized transit);*
- (g) omitted (not related to subsidized transit);*
- (h) the Civic Administration BE DIRECTED to bring forward a 2019 budget amendment in the multi-year budget process regarding ongoing financing for the low income subsidy for transit; and,*
- (i) the price for the low-income monthly pass BE SET at \$52/month.*

The purpose of this report is to bring forward the required By-law and Agreement between the City and the London Transit Commission (LTC) to establish an income-related subsidized public transit program for adults 18 and over, and to authorize a grant to the LTC, effective January 1, 2018, for such purpose. In addition, this report provides Council with an overview of the process that Civic Administration has developed for the 2-year pilot program to implement this subsidized transit program.

Agreement with LTC

The subsidy to LTC relating to the provision of the income-related subsidized public transit program for adults 18 and over will be managed in the same manner as the current subsidies in place for seniors and the blind. The budget for this subsidy will reside with Neighbourhood, Children and Fire Services, and LTC will provide an invoice each month based on the actual ridership. This approach ensures that the actual costs associated with the specific subsidy can be tracked and reported on annually.

Attached as Schedule A to the by-law is the formal agreement between the City of London and the London Transit Commission. The LTC will establish a new \$52 fee (36% subsidy) for a monthly subsidized bus pass. The City will in return provide grant payments in the amount of \$29 per pass to the LTC to make up the difference between the cost of a subsidized monthly bus pass and a regular monthly bus pass¹. Under Section 10 of the Municipal Act, municipalities may pass by-laws respecting economic, social, and environmental well-being of the municipality and the health, safety, and well-being of persons.

This agreement will also terminate the existing agreement between the City and LTC for seniors subsidized monthly passes and tickets.

Process to Administer the Income-Related Subsidized Transit Program

The purpose of the income-related subsidized transit program is to provide accessible public transit to individuals in order to help remove and/or decrease barriers that affect a person's ability to gain and maintain employment, access health care, recreational, educational, and social activities for themselves and their families. Affordable transportation is a key component of enhancing the quality of life for all Londoners.

Throughout 2017, Civic Administration worked to develop a process to administer this program. Several meetings were held with individuals with lived experience, community organizations, internal staff, and the LTC to develop this process. Through this consultation, valuable feedback was shared and suggestions were made that were incorporated into the process outlined in this report. Some of these suggestions included:

- develop an application process that is objective and consistent;
- streamline application and purchasing process to limit the number of times a resident must show identification;
- strong support for an online process that was simple and accessible;

¹ For 2018, the Commission will provide a monthly invoice to the City based on the actual sales of the low income bus pass in the preceding month multiplied by \$29.00 per pass; for 2019 and subsequent years, the billing will be based on the difference between the cost of an adult full-month pass and the cost of the low income bus pass.

- build in the ability for individuals with a support person to allow a support person to apply on their behalf, receive important information and reminder notifications through the online system on their behalf;
- provide community organizations with information, resources and/or training about the online application so that agencies can support residents to apply for the program; and,
- develop resources for individuals outlining the application process and purchasing process for subsidized transit.

The administration of the income-related subsidized transit program will be a collaborative process between Neighbourhood, Children and Fire Services, Parks and Recreation, and Social Services, Housing and Dearness Home. Service areas have worked collaboratively to develop each stage of the process that is described below. The process is also laid out visually in [Appendix A](#).

The process to administer the income-related subsidized transit program is comprised of four stages:

1. Application
2. Eligibility
3. Purchasing
4. Reassessment of Eligibility

1. Application Stage

Residents will be able to apply for subsidized transit through the following options:

Online: Through an online application, residents will be able to apply for subsidized transit on various devices including computer, tablet, or smart phone.

Phone: Residents can call Discretionary Benefits at the City of London to apply for subsidized transit. Discretionary Benefits staff will complete the online application over the phone with the resident.

In-Person: Residents can visit any of the five Social Services sites across the city to apply for subsidized transit in person, and complete the online application with a staff member from Social Services.

Applications that contain all supporting documents² will be processed within 3 business days. If there is information missing from the application, Discretionary Benefits staff will follow up with the resident to gather any missing information.

2. Eligibility Stage

Once the application phase has been completed, eligibility for the program will be assessed by Discretionary Benefits staff. To be eligible for subsidized transportation, an individual must be over the age of 18, a resident of London, and have income below the Low-Income Cut Off After Tax (LICO-AT).

The table below outlines the LICO After Tax³ amounts for 2016, based on family size which will be used to determine eligibility for the income-related subsidized transit program. Civic Administration will use the most current LICO After Tax amounts that are released by Statistics Canada, and will update the eligibility criteria for the program accordingly.

Size of family or household unit	LICO After tax (2016)
1 person	\$21,487
2 persons	\$26,748
3 persons	\$32,884
4 persons	\$39,926
5 persons	\$45,282
6 persons	\$51,073
7 or more persons	\$56,861

Discretionary Benefits staff will review the application to determine if the individual is eligible for the subsidized transit program. Applicants will be able to submit supporting documents for income verification as part of the online application. Residents will then receive a notification about their eligibility for the program through the online application system with detailed instructions and next steps to complete the purchase of their subsidized bus pass.

² The most common income verification documents that may be accepted include: income tax assessment, WSIB statement, EI statement, bank statements, documentation outlining support payments, proof of rental income, proof of employment income, Ontario Works Income statement, and ODSP income statement.

³ Statistics Canada publishes the "Low income cut-offs (1992 base) after tax" table which provides specific amounts related to the size of the Census Metropolitan Area (CMA) which is based on family size. Based on the population of London, the London CMA falls in the category for 100,000-499,999 inhabitants in this table.

After eligibility has been determined, residents will be eligible to purchase a bus pass for 12 consecutive months before their eligibility will expire. Using the online application system, it will be possible to send reminder emails to residents to provide notification when it is time to resubmit income verification.

3. Purchasing Stage

After an individual is determined to be eligible to purchase a subsidized transit pass, they will be able to purchase their bus pass at nine City of London or LTC locations across the city (a 10th location, the Southwest Community Centre will be available in the Fall of 2018). See Appendix B for a detailed map illustrating each location across the city. These locations are:

City of London Facilities:

- Canada Aquatic Games Centre
- Citi Plaza
- City Hall
- Kiwanis Seniors' Centre
- Carling Heights Optimist Community Centre
- North London Optimist Community Centre
- South London Community Pool
- South West London Community Centre (anticipated completion Fall 2018)

LTC Facilities:

- LTC Downtown Information Office
- LTC Head Office

To facilitate the purchase of monthly subsidized bus passes, LTC Smart Card Terminals will be installed at all of the above listed locations. City of London customer service representatives and LTC staff will have access to an online database that contains a list of eligible individuals for the subsidized transit program. Information in this database will contain only name and address to allow Customer Service staff to confirm the eligibility of the individual. Residents can visit any one of these locations to purchase their subsidized transit pass, and will be asked to provide photo identification (ID) that contains their name and London address in order to purchase their monthly pass (if an individual does not have photo ID, they must show ID with their name and London address).

Individuals accessing this program can pay for their subsidized bus pass with any method of payment that Customer Service accepts, including cash, debit or credit. Staff at the above noted locations will select the fare type for subsidized transit and will load it on a Smart Card for the resident.

Providing Londoners with the opportunity to purchase bus passes at City of London customer service counters supports Service London's drive to increase access to a range of services across all corporate counters. The focus of this in-person option is to provide access to a broader range of information and services at more locations, working toward one-stop access for as many services as possible.

Smart Card purchasing will be done in alignment with existing LTC purchasing policies to make certain the process is consistent for all transit riders in London. For example, under the existing policy, monthly transit passes can be purchased up to the 10th day of each month, and the pass for the following month can be purchased commencing on the 15th of each month.

4. Reassessment of Eligibility Stage

After a resident has participated in the subsidized transit program for 12 consecutive months, their eligibility will be re-assessed by Discretionary Benefits. Using the online database, reminder emails will be put in place to help notify residents when their eligibility for the program will expire. This will provide advance notification to residents to submit verification of income in order to have their eligibility for the program reassessed, making sure that those who are eligible do not experience challenges purchasing their subsidized pass for the following month.

NEXT STEPS

In order to implement the income-related subsidized transit program by January 1, 2018, Civic Administration will undertake the following steps:

1. Online Application

Civic Administration is in the process of developing a simple online application to apply for subsidized transit. Individuals with lived experience and social service organizations were consulted in the early stages of development to share their considerations for the development of the online application system. Over the first six months the online application is live, Civic Administration will lead an additional consultation phase to consider the effectiveness of the online application which will include consideration of how questions are worded and whether any additional instructions are needed to support individuals to complete

the online application. Civic Administration will also incorporate feedback through common questions that are asked about the online application throughout the first six months, and make any modifications in order to improve client experience with the application. After the six month test phase is complete, Civic Administration will work with community partners to make the online application available in Arabic, French and Spanish.

2. Communications Strategy

A detailed communications strategy is being developed in partnership with the LTC to inform the community about changes that are being made to transit subsidy coming into effect January 1, 2018. This will include information about the new income-related subsidized transit program as well as information that the seniors discount will no longer be offered effective January 1, 2018.

The strategy will share the information in a number of different ways including:

- a series of posters to be posted on all LTC buses;
- City of London social media;
- City of London and LTC websites;
- presentations to groups and organizations; and,
- emails to local organizations and networks across the City.

The communications strategy will also include the development of resources to support residents to apply for subsidized transportation online, provide information about how and where to purchase a subsidized bus pass, as well as provide information about Smart Card replacement policies.

3. Smart Card Terminals

Smart Card terminals will be installed at all locations identified in Appendix B. This will be phased in over the next few months. Combined with the LTC offices, London residents will now be able to purchase a bus pass for any fare type at one of nine locations across the city by January 1, 2018.

4. Evaluation Framework

Civic Administration is developing an evaluation framework in order to understand the impact of the subsidized transit program over the duration of the 2-year pilot program. The evaluation will seek to understand a number of variables, including:

- increases in transit ridership;
- percentage of new transit riders as a result of the subsidized transit program;
- the number of subsidized bus passes issued annually to residents; and,
- the number of rides annually through the subsidized transit program.

In addition, surveys will be conducted with program participants in order to understand individual-level impacts of the subsidized transit program.

FINANCIAL IMPACT

With respect to the December 19, 2016 Council Resolution, the current budget allocation (approximately \$160,000/year) to support subsidized transit for the visually impaired has been removed from the budget for the income-related subsidized transit program, and will continue to be implemented and monitored separately moving forward; this program will not change.

Additionally, the “children under 12 ride for free program” (approximately \$150,000/year) is distinct from the new income-related subsidized transit program.

The remaining approved subsidized transit budget available to be reallocated to the low income subsidy program is:

	Amount of Current Approved Budget
2018	\$445,038
2019	\$456,045

Since the December 2016 Council meeting, Statistics Canada has published updated numbers for LICO-AT. Based on the updated LICO-AT amounts, it is estimated that there are 30,258⁴ residents that are potentially eligible for income-related transit subsidy.

The table below provides updated information about the potential cost of the new program based on participation rates and eligibility estimates.

⁴ It is estimated that there are 34,034 Londoners with income below LICO-AT. The final estimate of 30,258 was calculated after subtracting the average number of Ontario Works participants that receive support for a bus pass through employment related expenses (3776).

	20% Participation	50% Participation	100% Participation
Number of eligible residents purchasing a subsidized pass monthly	6,052	15,129	30,258
Total annual budget required to support program	\$2.1M	\$5.3M	\$10.5M
Potential shortfall/additional budget required (total budget less current approved budget)	\$1.7M	\$4.9M	\$10.1M

As noted in the table above, the total cost for the program will vary greatly depending on the uptake level of eligible residents. Civic Administration estimates program participation in the short term will be in the range of 20%, noting however that this is an estimate based on the learnings of other municipalities, and is subject to significant uncertainty.

As this program is rolled out in 2018, and an evaluation framework is implemented, program participation will be closely monitored in order to determine a more refined estimate of the ongoing funding required for the program.

Based on this information, Civic Administration will bring forward a 2019 Budget Amendment to provide for permanent ongoing funding. For 2018, the current approved budget available for this program is approximately \$445,000. In the event that uptake of the new program results in costs in excess of the available budget, Civic Administration recommends that the costs above and beyond funding already identified be funded first from any potential 2018 Property Tax Supported Operating Budget Surplus and then, if required, with a drawdown from contingency reserves.

CONCLUSION

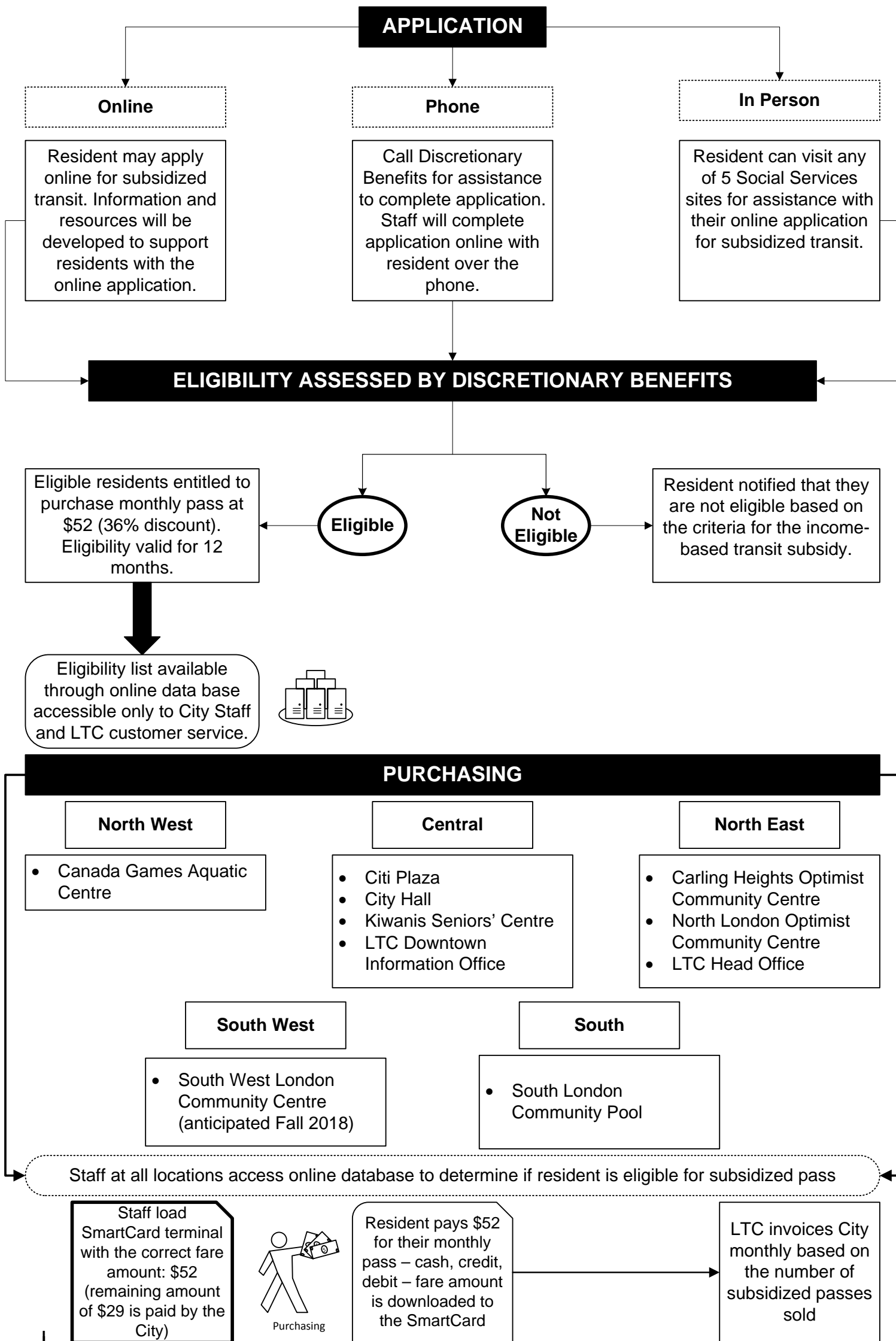
One of the strategies in the City of London Strategic Plan aimed at “Building a Sustainable City through *convenient and connected mobility choices*” is to explore a better subsidy model for transit riders so that more Londoners can benefit.”

Affordable transportation is a key component of enhancing the quality of life for all Londoners. Accessible public transit helps to remove and prevent barriers that affect a person’s ability to gain and maintain employment, access health care, recreational, educational and social activities for themselves and their families. In addition, a vibrant, well-used transit system is an important part of building a healthy and inclusive community.

PREPARED BY:	SUBMITTED BY:
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RECOMMENDED BY:	CONCURRED BY:
LYNNE LIVINGSTONE MANAGING DIRECTOR NEIGHBOURHOOD, CHILDREN & FIRE SERVICES	ANNA LISA BARBON MANAGING DIRECTOR, CORPORATE SERVICES AND CITY TREASURER, CHIEF FINANCIAL OFFICER

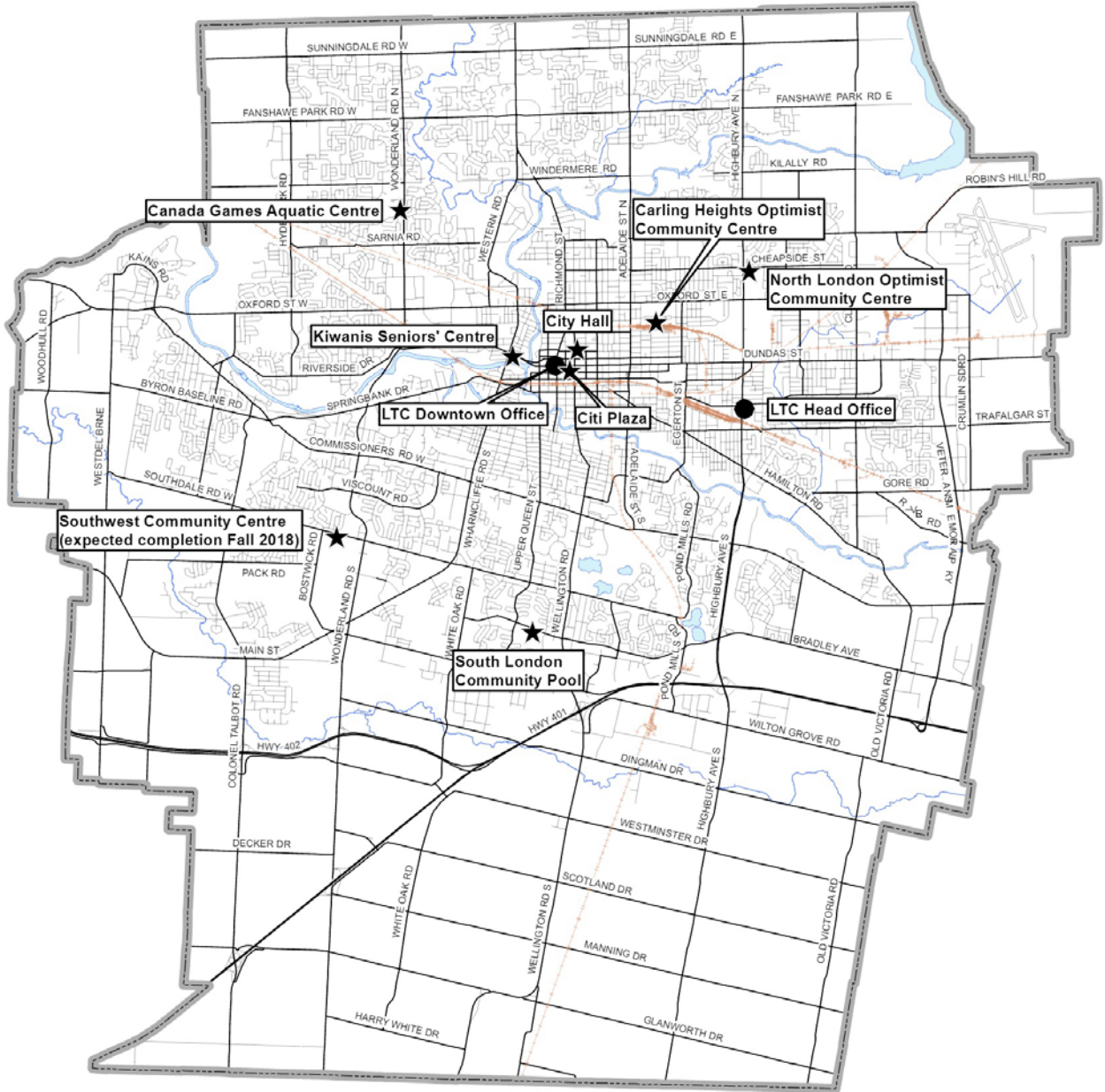
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APPENDIX A
Process to Administer the Income-Related Subsidized Transit Program



APPENDIX B

Locations to Purchase Subsidized Transit Passes



- ★ City of London Locations
- LTC Locations



APPENDIX C

Bill No.
2017

By-law No. A._____

A by-law to approve an agreement with the London Transit Commission for the establishment of a Low Income Bus Pass, and to authorize a grant to the London Transit Commission, and to authorize the Mayor and City Clerk to execute the agreement.

WHEREAS By-law No. A.-6377-206, being A By-law to continue the London Transit Commission, provides:

- in Section 2 that the London Transit Commission is a body corporate;
- in Section 7 that the London Transit Commission possesses and may exercise all the powers, rights, authorities and privileges with respect to the operation, extension, alteration, repair, control and management of the local transportation system of the City of London;
- in Subsection 7(a) that such powers, rights, authorities and privileges include “to manage, operate, establish, equip, alter, extend and maintain a bus system over the streets and public places of the City of London.., and in subsection 7(f) “to enter into agreements with the Corporation for all or any of the following: ...the performance of services by the Commission to the Corporation”;
- in Subsection 13 that, “with the intent that the transportation system shall be self-sustaining and shall not operate with a deficit, the Commission shall so regulate and fix all tolls and fares for the carriage of passengers that a revenue shall be produced which, together with the application of an appropriate part of any annual approved operating subsidy from the City of London, other operating revenues and funding from reserves and/or senior levels of government shall be in each year sufficient to provide the cost of operating the transportation system....”;
- in Section 14 that the Council may by by-law enter into an arrangement with the London Transit Commission to provide, either at all times, or within specified times, free transportation or transportation at reduced fares, to any class of residents of the City of London and to provide in such by-law or by-laws for the making of grants to the Commission to cover the cost of providing such transportation;

AND WHEREAS Municipal Council resolved at its Meeting of December 19, 2016 that the following actions be taken with respect to public transportation:

- a) the current budget allocation for transit subsidy for the visually impaired to receive a monthly bus pass BE REMOVED from the proposed subsidy program, resulting in no change to the current program for the visually impaired in London;
- b) the income-related subsidy program for public transit in the City of London BE ENHANCED to a level that would enable qualified Londoners to take advantage of such a subsidy program and the City Treasurer BE DIRECTED to identify a source of financing for the enhanced program, above and beyond the funding already identified to cover the costs for approximately 1,200 qualified Londoners, as well as to explore creative business cases to provide greater access; it being understood that the City Treasurer will report back to the Community and Protective Services Committee with a source of financing for the enhanced program, prior to the exhaustion of the funding originally allocated to the program; it being noted that this enhancement would not be in effect until 2018, as proposed in the related staff report dated November 15, 2016;
- c) the federal and provincial governments BE LOBBIED to provide funding for public transportation subsidy for those in financial needs;
- d) the London Transit Commission BE REQUESTED to consider steps that it can take to assist Londoners in need of subsidy for public transit;
- e) [omitted]
- f) [omitted]
- g) [omitted]
- h) the Civic Administration BE DIRECTED to bring forward a 2019 budget amendment in the multi-year budget process regarding ongoing financing for the low-income subsidy for transit; and,
- i) the price for the low-income monthly pass BE SET at \$52/month; it being pointed out that at the public participation meeting associated with this matter, the individuals indicated on the attached public participation meeting record made submissions in connection therewith.

AND WHEREAS Section 107 of the *Municipal Act, 2001*, S.O. 2001, c. 25 provides that a municipality may make grants, on such terms as to security and otherwise as the council considers appropriate, to any person, group or body, including a fund, within or outside the boundaries of the municipality for any purpose that council considers to be in the interests of the municipality;

AND WHEREAS Municipal Council considers it to be in the interests of the municipality to provide a grant

to London Transit Commission to cover the cost of providing transportation at reduced fares to the class of City of London adult residents whose income equals or is less than the Statistics Canada LICO After Tax amounts based on both family size and the size of the London Census Metropolitan Area, at the time of determination of eligibility;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. The agreement attached as Schedule A between The Corporation of the City of London and the London Transit Commission, with respect to:

- (a) bus transportation at reduced fares (Low Income Bus Pass), commencing January 1, 2018 for the class of adult residents whose income equals or is less than the Statistics Canada LICO After Tax amounts based on both family size and the size of the London Census Metropolitan Area, at the time of determination of eligibility; and
- (b) the provision of a grant by the City to the London Transit Commission for such purpose

is approved and authorized.

2. The Mayor and City Clerk are authorized and directed to execute the agreement approved in paragraph 1 above on behalf of The Corporation of the City of London.

4. This by-law shall come into force and effect on the day it is passed.

PASSED in Open Council on _____, 2017.

Matt Brown
Mayor

Catharine Saunders
City Clerk

First Reading
Second Reading
Third Reading

SCHEDULE A

AGREEMENT (Establishment of Monthly Low Income Bus Pass / Grant to the Commission)

THIS AGREEMENT made with effect as of January 1, 2018

B E T W E E N:

LONDON TRANSIT COMMISSION
(the "Commission")

OF THE FIRST PART

- AND -

THE CORPORATION OF THE CITY OF LONDON
(the "City")

OF THE SECOND PART

WHEREAS the City has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority pursuant to the provisions of section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended;

AND WHEREAS section 107 of the *Municipal Act, 2001* provides that a municipality may make grants, on such terms as to security and otherwise as the council considers appropriate, to any person, group or body, including a fund, within or outside the boundaries of the municipality for any purpose that council considers to be in the interests of the municipality;

AND WHEREAS the Commission is a body corporate and a local board continued under By-law No. A.-6377-206;

AND WHEREAS pursuant to the provisions of Section 14 of By-law No. A.-6377-206, the parties desire to enter into an arrangement for the Commission to provide transportation at reduced fares in the form of a reduced cost bus pass to a class of residents who meet a low income threshold, and for the City to provide grants to the Commission to cover the costs of providing such transportation at reduced fares in the form of a reduced cost bus pass.

NOW THEREFORE IN CONSIDERATION of the premises and the covenants and agreements hereinafter contained, the parties agree as follows:

1. **Commencement of Agreement**

This Agreement shall commence on January 1, 2018.

2. **Monthly Low Income Bus Pass - Fee**

Commencing January 1, 2018, the Commission shall create a new monthly low income bus pass ("LI Bus Pass") with a fee of:

- (a) \$52 for a LI Bus Pass for 2018;
- (b) \$52 or such other amount as determined by Council by resolution or by-law for a LI Bus Pass for 2019 and subsequent years.

3. **Eligibility**

The LI Bus Pass shall be available for individuals of a class who the City determines are eligible. The City's determination of eligibility is based on the following:

- 18 years of age and older;
- City of London resident; and
- income equals or is less than the Statistics Canada LICO After Tax amounts based on both family size and the size of the London Census Metropolitan Area.

Individuals who the City has determined to be eligible for a LI Bus Pass shall be entitled to purchase a LI Bus Pass for transportation on buses operated by the Commission in the City of London, for the fee set out in 2(a) or 2(b) above.

3. **LI Bus Pass – Limited Locations for Sale – City and the Commission**

The Commission will at its own expense provide the LI Bus Pass only to the City or the Commission for direct sale only by the City or the Commission, and only at the following locations:

- Canada Aquatic Games Centre;
- Citi Plaza;
- City Hall;
- Kiwanis Seniors' Centre;
- LTC Downtown Information Office;
- Carling Heights Optimist Community Centre;
- North London Optimist Community Centre;
- LTC Head Office;
- South London Community Pool;
- South West London Community Centre (commencing on or after this location opens);
- or at such other location as the City approves in writing and advises the Commission in writing.

4. **LI Bus Pass – Cancellable if Lost/Stolen**

The Commission shall ensure that the LI Bus Passes can be cancelled at any time. The Commission shall cancel a LI Bus Passes if it is advised by the holder or by the City that the LI Bus Pass has been lost, stolen, or transferred, noting the cancellation will be for only the monthly pass stored currently on the smart card

5. **LI Bus Pass - Statistics**

The Commission will provide the City with ridership statistics for the LI Bus Passes on a monthly basis as part of the monthly invoicing.

6. **Invoice**

The Commission will provide a monthly invoice to the City based on the actual sale of LI Bus Passes in the preceding month multiplied by:

- (a) \$29 - for LI Bus Passes for 2018;
- (b) the difference between the cost of an adult full-month pass and the cost of the LI Bus Pass - for LI Bus Passes for 2019 and subsequent years.

The City shall not be responsible for any costs (including any administration fee) associated with replacement of LI Bus Passes that have been lost or stolen.

7. **Grant to Commission**

The City will pay monthly by way of grant to the Commission the amount in the preceding month as determined in paragraph 6. Such grant represents the cost to the Commission of providing the subsidized LI Bus Pass.

8. **Sale of LI Bus Passes By Commission**

Training – Commission Staff – Personal Information

(a) The Commission shall ensure that its staff are appropriately trained with respect to confidentiality of any personal information it receives in relation to the sale of LI Bus Passes. The Commission shall ensure that personal information it accesses in relation to the sale of LI Bus Passes is accessed in compliance with the *Municipal Freedom of Information and Protection of Privacy Act*.

(b) The Commission shall ensure that it sells LI Bus Passes only to individuals who the City has determined are eligible. The City will provide training to the Commission on the use of the City's system to determine whether an individual has been determined by the City to be eligible.

9. **Termination – Agreements – Seniors Fare – Seniors Passes**

(a) Any and all agreements entered into between the Commission and the City with respect to the provision of transportation at reduced fares to residents of the City of London on the basis of advanced age and for the City to provide grants to the Commission to cover the costs of providing such transportation, are hereby terminated, including the agreement dated March 24, 1976.

(b) Any and all agreements entered into between the Commission and the City with respect to recipients of benefits under the *Old Age Security Act* and their spouses over 60 for transportation at reduced rates and for the City to provide grants to the Commission to cover the costs of providing such transportation, are hereby terminated, including the agreement dated May 12th, 1978.

(c) Any and all agreements between the Commission and the City with respect to monthly passes for seniors at a reduced fare and for the City to provide grants to the Commission to cover the costs of providing such transportation, are hereby terminated.

- 10. The City may terminate any or all provisions of this agreement at any time on providing 60 days' advance notice to the Commission.

IN WITNESS WHEREOF the Parties have duly executed this Agreement.

SIGNED, SEALED, AND DELIVERED

LONDON TRANSIT COMMISSION

Per: _____

Print Name: _____

General Manager*

*I have authority to bind the Commission.

Per: _____

Print Name: _____

Secretary-Treasurer*

*I have authority to bind the Commission.

THE CORPORATION OF THE CITY OF LONDON

Per: _____

Matt Brown, Mayor

Per: _____

Catharine Saunders, City Clerk

APPENDIX D

Bill No.
2017

By-law No. L.T.C.- _____

A by-law to repeal sections 1, 2 and 3 of By-law L.T.C.-52-13, being a by-law to provide for entering into an arrangement with the London Transit Commission with respect to reduced fares for elderly persons.

WHEREAS section 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS on December 16, 1991 the Municipal Council of The Corporation of the City of London enacted By-law L.T.C.-52-13, being a by-law to provide for entering into an arrangement with the London Transit Commission with respect to reduced fares for elderly persons;

AND WHEREAS it is deemed expedient to repeal By-law L.T.C.-52-13;

NOW THEREFORE the Municipal Council of The Corporation of the City of London enacts as follows:

1. Sections 1, 2 and 3 of By-law No. L.T.C.-52-13, being a by-law to provide for entering into an arrangement with the London Transit Commission with respect to reduced fares for elderly persons, passed on December 16, 1991 are repealed.
2. This by-law comes into force and effect on the day it is passed

Passed in Open Council on October 17, 2017

Matt Brown
Mayor

Catharine Saunders
City Clerk

First Reading – October 17, 2017
Second Reading – October 17, 2017
Third Reading – October 17, 2017