



REGULAR BUSINESS

**MEETING OF THE
ST. JOHN'S TRANSPORTATION COMMISSION**

A meeting of the St. John's Transportation Commission was held on Thursday, March 28, 2019 commencing at Noon at the Metrobus Transit Centre, 25 Messenger Drive.

Present at the meeting were:

Wally Collins	Chair/Councillor
Shawn Skinner	Vice Chair
Colleen Galgay	Commissioner
Dave Lane	Commissioner/City Councillor
Kirsten Morry	Commissioner
Paul Walsh	Commissioner
Derek Coffey	Deputy City Manager, Financial Management
Kevin Breen	City Manager
Judy Powell	General Manager
Heather Hopkins	Manager of Human Resources, Metrobus
Linda Ryan	Administrative Assistant

Absent with apologies:

Ian Froude	Commissioner/City Councillor
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I. PROCEDURAL

- The Chair called the meeting to order.
- L. Ryan recorded the minutes of the meeting.

II. APPROVAL OF AGENDA/MINUTES

- Vice Chair Skinner moved that the agenda for this meeting date be approved as circulated; Commissioner Walsh seconded the motion.
- Commissioner Lane moved that the minutes of the regular business meeting of the Commission held on February 28, 2019 be approved as distributed; Commissioner Walsh seconded the motion.

III. BUSINESS ARISING

1. U-Pass Vote Results

- Of the approximately 12,565 eligible voters, 6,977 voted. The results released indicated that 71% voted against U-Pass.
- Metrobus staff met with Memorial University's administrative team for a debriefing on the U-Pass results.
- Metrobus will continue participating in MUN's Parking & Transportation Solutions Committee.

2. Community Bus Service—2019 Funding Application

- Metrobus has submitted an application for funding in the amount of \$100,000 in order to continue operating the Community Bus service for the current fiscal year.
- Metrobus hosted the provincial government for the announcement of the new Age-Friendly Newfoundland and Labrador Communities Grant Program (previously the Age-Friendly Transportation Project) on February 26th.
- Transmission issues continue with the Community Bus. The vehicle remains out-of-service and is being replaced temporarily with a Vicinity bus in order to continue to serve customers along this popular route for seniors.

3. CUTA Conference—Registrations for Commissioners

- Planning continued with CUTA staff for the CUTA Spring Symposium to be hosted at the Delta Hotels St. John's Conference Centre on May 14-16th. Between 200 and 250 delegates from across North America are expected to attend the event.
- A link to the preliminary program can be found on cutaactu.ca.
- With a purchase of five (5) registrations per the organization, any member of the Commission or employee can attend sessions at no charge and receptions/dinner events, etc. via purchase of individual tickets.
- Commission members will be asked via email if they would like to register for the entire conference, or plan to attend only specific sessions and/or events. For members planning to attend only some of the meetings/sessions, these are free for members but individuals are required to register. If a full conference registration is not required, tickets can be purchased for any of the meals/receptions that Commission members may wish to attend.
- Vice Chair Skinner asked that the General Manager recommend sessions and/or events of particular interest for board members.

4. PTIF Projects—Third Party Assessments

- Third-Party Assessment Services relevant to the GoBus Review is not an eligible investment under Infrastructure Canada's Public Transit Infrastructure Fund (PTIF).
- Only capital investment items are to be considered under the nationwide funding program earmarked for public transit projects.
- The General Manager recommended application be made for PTIF Funding for transit shelters relevant to the new transit station as part of the Avalon Mall revitalization. Commission members were in agreement with this item.

5. PRIME Refund

- Metrobus' year-to-date Workplace NL PRIME claims experience as of February 2019 was \$1,020.66, which is \$34,852.66 below our experience range of \$35,873.10 to \$53,809.66.
- There has been one (1) new injury and one (1) recurrence in 2019.
- A \$38,500 refund for the Commission has been achieved for 2018 (\$31,000 Experience Refund plus \$7,500 Practice Refund).
- The General Manager congratulated the Manager of Human Resources, Heather Hopkins, for her leadership and commitment in creating an increased safety-conscious workplace culture. Because of her claims management and OH&S programs, and through the engagement and investment of Metrobus employees in these programs, her efforts in implementing safety practices and a positive reporting process are being successful.

IV. NEW BUSINESS

1. Executive Summary (Regular)

- The Executive Summary for February, 2019 was reviewed and the following items were noted in the report:
 - Ridership of 245,122 was up 8.0% from the same month in 2018 (226,887) and was 7.4% ahead of budget.
 - This is the eight consecutive month of 5+% increase in ridership. Commissioner Walsh congratulated Metrobus on the significant increase in ridership.
 - Fieldwork continued on the 2018 audit file. DDB Canada has been onsite since March 11, 2019.

2. Financial Statements—February, 2019

- Financials for the period February 1, 2019 to February 28, 2019 were tabled and discussed, and the following item noted:
 - The average price of diesel fuel was \$1.072 per litre in February compared to the budgeted fuel price of \$1.16.

V. OTHER (Information/Community)

1. YWCA 2019 Woman of Distinction Award – Linda Ryan

- The General Manager announced that Linda Ryan is the recipient of a 2019 YWCA Woman of Distinction Award. Women of Distinction Awards are recognized across Canada as the most prestigious awards for women, and are presented locally by YWCA's across the country to recognize leadership of women who contribute to the development and well-being of other women and to the overall improvement of the community.
- Linda was presented with the award during the 2019 Women of Distinction dinner and awards ceremony held on International Women's Day, Friday, March 8th, at Clovelly. Linda also attended an honorary luncheon for the 2019 Women of Distinction Award Recipients at Government House on Monday, March 11th.
- Linda is recognized for her extensive volunteerism and establishment of the Pink Days In Bloom awareness and fundraising initiative in support of the Canadian Cancer Society. To date, nearly \$160,000 has been raised for breast cancer research and community programs, including Daffodil Place, through the initiative.
- The General Manager and Commission members congratulated Linda on this honour.

VI. ADJOURNMENT

- The meeting adjourned at approximately 12:45 PM, immediately followed by the in camera business meeting of the Commission.
- The next meeting regular meeting of the St. John's Transportation Commission will be held on Thursday, April 25, 2019 at the Metrobus offices.

Respectfully submitted,

Wally Collins
Chair

Linda Ryan
Administrative Assistant