



REGULAR BUSINESS

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

A meeting of the St. John's Transportation Commission was held on Thursday, January 24, 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
Ian Froude	Commissioner/City Councillor
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
Linda Ryan	Administrative Assistant

I. PROCEDURAL

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

II. APPROVAL OF AGENDA/MINUTES

- Commissioner Froude moved that the agenda for this meeting date be approved as circulated; Commissioner Galgay seconded the motion.
- Commissioner Lane moved that the minutes of the regular business meeting of the Commission held on December 14, 2018 be approved as distributed; Commissioner Froude seconded the motion.

III. BUSINESS ARISING

1. Increasing Transit Ridership

- Commissioner Froude congratulated management and staff on the continued increase in ridership over the past year.
- Ridership in December, 2018 of 216,184 was up 5.2% from the same month in 2017 (205,510) and was 13.9% ahead of budget.
- This is the sixth consecutive month of 5+% increase in ridership. Overall in 2018, ridership is 4.2% ahead of last year's ridership (Total 2,999,802).

IV. NEW BUSINESS

1. RFP—Radio Network

- On December 19th, a meeting was held with the City's Public Works Department and radio consultant Norm Cook on the preparation of a RFP for support services for the shared radio network and to discuss future radio needs of both the City and Metrobus.

2. The Link Bus

- Members were informed that a year-end presentation was presented to partners of The Link, updating them on results for 2018.
- It was noted that Downtown St. John's is not a 2019 Link partner.
- Planning for 2019 service is ongoing.

3. Financial Statements—December, 2018

- Financials for the period December 1, 2018 to December 31, 2018 were tabled and discussed.
- It was noted that the average price of diesel fuel was \$1.0957 per litre in December compared to the budgeted price of \$1.04.

4. Executive Summary—December, 2018

- The Executive Summary for December, 2018 was reviewed. The following items included in the report were noted:
 - New transit operator trainees completed training on December 14, 2018. They were the first group to complete the mandatory drug testing for safety sensitive positions under our updated Drug & Alcohol Policy.
 - In response to an inquiry by Commissioner Walsh, it was noted that new transit operators also receive Disability Awareness Training.
 - Metrobus' PRIME claims experience for 2018 was \$3,549.53 which was \$31,419.62 below the bottom of our incentive range. Accordingly, a significant refund is anticipated.
 - Two (2) more Bell Smart Kiosks were brought online in December, one on Kelsey Drive and one on King's Bridge Road. The last of five (5) kiosks are to be installed on Water Street near the Convention Centre bus stop.

IV. OTHER (Information/Community)

1. Transit Shelters—Potential Relocation and Cost Estimate

- Previously, a cost estimate of \$80,000 for the installation of pads plus an annual cost estimate of \$77,000 had been prepared for the potential installation of 20 transit shelters that are being removed in areas of the city and replaced with new accessible models.
- The associated costing for this item includes: salary, installation (pads, etc.), electrical, glass replacements and snow clearing.
- There are a number of additional considerations in this respect, including increased maintenance and snow clearing costs, as well as lack of on-site storage and land acquisition challenges.
- No decision was made by the Commission at this time regarding this item.

2. Community Bus

- Commissioner Froude stated that he thought that the Commission had made a decision at the end of December to not continue the Community Bus past the end of the year (2018) without provincial funding.
- Commissioner Froude was advised that notification regarding this item is expected in early March (as has been the case historically) and a decision would not be made until that time.
- Notification regarding funding for the Community Bus has not yet been received.
- The General Manager has contacted Henry Kielley at the Province to determine when a decision will be announced regarding funding for continuation of the program in 2019 the Age-Friendly Transportation Program.

3. U-Pass

- Meetings continued with Memorial University on the U-Pass.
- On January 31st, staff will attend a student information session at MUN regarding the U-Pass vote.
- A special meeting of the Commission was held on January 15th for representatives of Memorial University to update the Commission on the U-Pass process.

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V. ADJOURNMENT

- There being no further regular business to discuss at this time, the meeting adjourned at approximately 2:00 PM.
- The next regular business meeting of the Commission will be held on Thursday, February 28, 2019 at Noon in the Board Room of the Metrobus Transit Centre.
- Special meetings will be called as needed.

Respectfully submitted,

Wally Collins
Chair

Linda Ryan
Administrative Assistant