



REGULAR BUSINESS

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

A regular business meeting of the St. John's Transportation Commission was held on Wednesday, June 21, 2017 commencing Noon at the Metrobus Transit Centre, 25 Messenger Drive.

Present at the meeting:

| | |
|-------------------------|---|
| Wally Collins | Chair/Councillor |
| Robert Hayward | Vice Chair |
| Colleen Galgay-Johnston | Commissioner |
| Shawn Skinner | Commissioner |
| Devonne Ryan | Commissioner |
| Ron Ellsworth | Commissioner/Councillor |
| Bruce Tilley | Commissioner/Councillor |
| 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 and L. Ryan recorded the minutes of the meeting.

II. APPROVAL OF MINUTES/AGENDA

- Commissioner Tilley moved that the Minutes of May 24, 2017 be approved as distributed; Commissioner Galgay-Johnston seconded the motion.
- Commissioner Galgay Johnston moved that the agenda for the meeting of this date be accepted; Commissioner Ellsworth seconded the motion.

III. BUSINESS ARISING

1. Public Transit Infrastructure Fund (PTIF)

- The new Public Transit Infrastructure Fund (PTIF) is designed to make transit services across the nation more accessible and efficient. Monies are allocated to municipalities based on ridership.
- The General Manager reviewed the project list submitted to date under PTIF and those which have been approved for fifty percent (50%) of federal funding under this program.
- These projects (#1-11) total \$6,139,500, of which the GST/PST Rebate is \$571,988. Total approved net funding is \$5,567,512, of which the provincial share is zero, the federal share is up to \$2,783,759 and the municipal share is \$2,783,753.

**SUBMITTED JULY 4, 2016
APPROVAL RECEIVED**

1. Accessibility Improvements – Routes 1,2, 3 and 5 (\$1,000,000)

- The tender has been awarded to Mercer's Paving to replace remaining shelter pads throughout the City for wheelchair accessibility.
- The Tender has been awarded by the City to install sidewalks in six (6) areas along our wheelchair accessible routes.

1. Public Transit Infrastructure Fund (PTIF) (Continued)

2. On-Board Camera Surveillance System (\$515,000)

- The tender was awarded to Hi-Tech for a Gatekeeper Bus Camera Surveillance System.
- Installation for all Metrobuses in the fleet is nearly complete.
- Surveillance enhances security and deterrence, and further reduces fare evasion, vandalism, decreased repair costs and out-of-service buses. Coverage is helpful also to assist in incident/accident investigations and reduce injury claims and compensation payouts. Footage relevant to a recent accident involving a Metrobus and a second vehicle was reviewed. The video demonstrated that a passenger on board the bus at the time of the accident had fraudulently claimed injury.

3. Three (3) 30-Foot Buses (\$1,200,000)

- The tender was awarded to Grand West Transportation.
- Delivery is scheduled for December, 2017

4. Filter Cleaning Unit (\$100,000)

- This item has been installed and is in use.

5. Transit Priority System (\$350,000)

- Statistical information is to be provided to the City for approval prior to placing the order for this system.

6. Digital Signs (\$100,000)

- Options for this item are currently being evaluated.

SUBMITTED OCTOBER 5, 2016

APPROVAL RECEIVED

7. Coppertree Analytics Pilot Project (\$13,800)

- Analysis software is used to transform building management systems data to offer recommendations that potentially drive new operational and environment efficiencies for optimum performance.
- This project commenced in June.
- Benefits have already been identified.

8. Eighteen (18) 21-22 Foot (Cut-Away) Buses for Accessible Transit (\$1,700,000)

- The tender was awarded to Crestline Coach in February, 2017.
- These new vehicles are to be leased to MVT and will replace the existing GoBus fleet in order to continue operation of the City's para transit service.
- The first six (6) out of eighteen (18) 22-foot GoBuses have been received.
- The GoBuses are to be prepared for service, including installation of decals, cameras and other equipment before MVT (GoBus) is to accept delivery.
- Delivery of all remaining new GoBuses buses is scheduled by the end of July.

9. Twenty-Nine (29) Wheelchair Accessible Shelters (\$410,500)

- Approval was received for this item.
- The tender closed on June 19, 2017.
- Twenty-nine (29) accessible shelters will replace non-accessible shelters along six (6) wheelchair accessible routes.

10. On-Board Video Surveillance System – GoBus (\$150,000)

- The tender was awarded to Hi-Tech for Phase 2.

1. Public Transit Infrastructure Fund (PTIF) (Continued)

SUBMITTED JANUARY 5, 2017

APPROVAL RECEIVED

11. Upgrade of on-Demand Scheduling System – GoBus (\$600,000)

- The contract was awarded to TripSpark (Trapeze) and implementation has begun.
- The number of annual trips on the GoBus system has significantly increased since 2013 with further increases forecasted.

BACKGROUND

- The current scheduling software will be replaced with software that is more user friendly and economical to operate, and will upgrade the aging on-board equipment used to communicate daily trip schedules to drivers who are currently experiencing equipment failures regularly.
- It is estimated that the payback period for the investment will be approximately four-and-a-half (4.5) years based on direct savings in annual operating costs. Additional operational savings will be achieved through improvements in trip scheduling.

SUBMITTED MAY 29, 2017

APPROVAL PENDING

12. Compact Articulated Wheel Loader (\$150,000)

13. Tire Balancer Maintenance (\$35,000)

14. 5-Ton Tow Truck (\$275,000)

- This vehicle is necessary for snow and ice removal at the transit facility.

PENDING

NOT YET SUBMITTED

15. Trolley Bus

- Interest in this item is to be determined at the City.

IV. NEW BUSINESS

1. Monthly Report – May, 2017

- The financial statements for the period May 1-31, 2017 were reviewed and discussed.

➤ **Fuel**

- The average price of diesel fuel was \$0.9282 per litre in May compared to the budgeted price of \$1.04. This was the first month under the new City of St. John's fuel tender which was awarded to North Atlantic.

➤ **Ridership**

- Ridership of 239,758 was up 1.4% from the same month in 2016 (236,557). This May had one (1) extra weekday and one (1) less Sunday.

➤ **Community Bus**

- The Community Bus carried 941 riders in May during 22 days of operations.
- Commissioner Skinner requested comparative statistics relevant to the Community Bus so the data is more meaningful.



1. Monthly Report – May, 2017 (Continued)

➤Paradise Service

- The Paradise service (including all transfers) carried 914 passengers (9.6 per hour).
- Commissioner Skinner also requested comparative statistics relevant to Paradise service.

2. Tenders – Shelters and Shelter Pads

- Tenders were issued for (1) "Replacement of Bus Shelter Pads and (2) "Purchase of 29 Accessible Bus Shelters". Both tenders closed on June 19th.

Twenty-nine (29) Wheelchair Accessible Shelters

- One (1) compliant bid was received from Daytech Limited \$356,850 (exclusive of taxes). The bid met the approved budget under the PTIF. The General Manager recommended that the Commission accept the bid from Daytech Limited as presented.
- Daytech is the only supplier of shelters in the Canadian market. Typically it takes six to eight weeks for shelter orders to be filled. However, because of the federal monies available under the PTIF Program, it will be January 2018 before the order can be filled.

ACTION: It was moved by Commissioner Ellsworth and seconded by Commissioner Galgay-Johnson that the bid from Daytech Limited be approved as recommended.

Shelter Pad Upgrades (Part 2)

- The tender to upgrade shelter pads for wheelchair accessibility (Part 2) closed on June 20, 2017.
- Three compliant bids were received as follows:

| SHELTER PAD UPGRADES (PART 2) | |
|-------------------------------|---------------------|
| COMPANY | BID (EXCLUDING TAX) |
| Infinity Construction | \$36,179 |
| Mercer's Paving | \$37,800 |
| Jordan Construction | \$99,140 |

- The General Manager recommended that the Commission accept the lowest bid from Infinity Construction. This bid meets the approved budget under the PTIF.

ACTION: It was moved by Commissioner Ellsworth and seconded by Commissioner Galgay-Johnson that the bid from Infinity be approved as recommended.

3. City of St. John's – Request for Shelter

NOTE: This item was moved from the 'In Camera' Agenda for this date.

- The General Manager informed that the City has requested the use of a Metrobus shelter that is to be removed from service for use as a smoking shelter for one of its non-profit housing units.

4. Request from St. John's Regional Fire Department (SJRFD)

- The General Manager advised that Chief Jerry Peach has requested a retired Metrobus at the end of 2017 so that the SJRFD may convert it for use as a support vehicle for fire and rescue services.
- The current support vehicle is also a retired Metrobus that has been utilized for over a decade and is nearing the end of its useful life.

4. Request from St. John's Regional Fire Department (SJRFD) (Continued)

- The SJRFD reviewed various alternatives regarding this item and the best option is thought to be a retired Metrobus.

ACTION: It was moved by Commissioner Ellsworth, seconded by Commissioner Tilley and carried unanimously that this request by the SJRFD be granted.

V. OTHER (Information/Community)

1. Audited Financial Statements

- The Chair and Vice Chair signed the audited financial statements, as previously approved by the Commission, for the period January 1, 2016 through December 31, 2016 to be submitted to the City.

2. Canada Day Shuttles

- A meeting was held in May with organizers of the Canada 150 celebrations to discuss transportation options for July 1st celebrations. Metrobus will have a vital role in the festivities on Canada Day by providing transportation to various events.
- Free Canada Day shuttles will be provided to citizens for the Sunrise Ceremony at Signal Hill National Historic Park and following Wake Up-the-Nation Breakfast on the Tattoo Performance Field. Wheelchair accessible Park-and-Ride service will operate between 5:00 AM to 9:30 AM from the Johnson Insurance Building, Factory Lane to Signal Hill and the Signal Hill Interpretation Centre.
- Additionally, free Canada Day shuttles will be offered between the Confederation Building and King's Bridge Road from 1:30 PM and 11:00 PM for Family Fun Day, a 150 concert in King George Park and fireworks later in the evening.

3. Outer Ring Road Cleanup

- On Sunday, June 11, 2017, between 8:00 AM and 4:00 PM, a large portion of the Outer Ring Road was closed from Kenmount Road to Logy Bay Road to allow for a major community cleanup.
- The City and the Province made a collaborative effort for cleanup, along with Metrobus and Eastern Waste Management. Transportation to the Outer Ring Road was provided by Metrobus from Confederation Building, West Block.
- Reportedly, well over 200 volunteers registered to participate in the initiative and worked with over 50 government employees and 20 persons to handle traffic control.
- Commissioner Galgay-Johnson offered her congratulations to Metrobus employees for their part in the event, which has made a significant difference to the community.

VII. ADJOURNMENT

- There being no further business to discuss, the meeting adjourned at approximately 1:30 PM.

PLEASE NOTE:

Regular business meetings of the Commission are normally held on the last Thursday of each month commencing at Noon. Special meetings are called as needed.

Respectfully submitted,

Wally Collins
Chair

Linda Ryan
Secretary to the Commission