



REGULAR MEETING MINUTES

Meeting of the St. John's Transportation Commission
Thursday, January 26, 2023 12:00 PM
In-Person at 25 Messenger Drive and via Webex

In attendance:

Lynn Zurel	Chairperson
Ian Froude	Vice Chairperson/City Councillor
James Greey	Commissioner
Tolulope Akerele	Commissioner
Debbie Ryan	Commissioner
Kevin Breen	City Manager
Derek Coffey	Deputy City Manager, Finance and Administration
Ron Ellsworth	Commissioner/City Councillor
Judy Powell	General Manager
Donna Power	Administrative Assistant

Regrets:

Maggie Burton	Commissioner/City Councillor
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I. PROCEDURAL

The Chair called the meeting to order at 12:05 PM.

II. AGENDA

MOTION: To approve the agenda as presented.

Moved by Commissioner Ellsworth; seconded by Vice Chair Froude. Motion Carried.

III. MINUTES

MOTION: To approve the minutes of the December 15, 2022 regular meeting as presented.

Moved by Commissioner Akerele; seconded by Commissioner Ellsworth. Motion Carried.

IV. BUSINESS ARISING

ACTION: Chair Zurel requested that the matter of reviewing the policy that defines spending limits for management be referred to the Finance Committee.

V. NEW BUSINESS

1. Welcome New Commissioners

Chair Zurel welcomed Debbie Ryan and James Greey to the Commission and thanked them for their interest. The Commission looks forward to their contributions.

2. Committees of the Commission

ACTION: Commissioners were asked to consider any committees they are interested in and have relevant skillsets for and forward their preferences to the General Manager within a week.

Chair Zurel suggested Commissioners be involved with a maximum of two committees. She also noted that a Terms of Reference should be developed for each committee.

3. General Manager's Report

The General Manager's Report was tabled for the Commission's consideration.

4. Executive Summary Report

The Executive Summary Report was tabled for the Commission's consideration. A typo was noted with respect to the fuel-burn rate listed in the Finance section. The report should read "... up 1.7 L/100KM..." rather than "... up 107 L/100KM...".

5. Financial Statements for December 2022

The Financial Statements for December were tabled for the Commission's consideration. An error was noted on page 12, namely the "% of Paid Trips" for 2021 and 2020. (Data for number of trips is correct but the corresponding percentages are miscalculated.)

VI. OTHER

The next meeting of the St. John's Transportation Commission will take place on February 23, 2023 at noon.

VII. ADJOURNMENT

Business concluded at approximately 12:22 PM.

MOTION: To adjourn the January 26, 2023 regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Ellsworth. Meeting adjourned.