



## REGULAR MEETING MINUTES

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

In attendance:

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

### I. PROCEDURAL

The Chair called the meeting to order at 12:00 PM.

Chair Zurel introduced Mr. Barry Fleming as the newest member of the Commission and acknowledged the wealth of talents and skills that he will bring to the table. The Commission looks forward to Mr. Fleming's contributions.

### II. AGENDA

**MOTION:** To approve the agenda as presented.

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

### III. MINUTES

Chair Zurel noted a typo in the April 27<sup>th</sup> meeting minutes. In the New Business section, under 2022 Audit Report, the meeting date noted should be corrected to April 27, 2023.

**MOTION:** To approve the minutes of the April 27<sup>th</sup>, 2023 regular meeting as amended.

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

#### **IV. BUSINESS ARISING**

No business for discussion.

#### **V. NEW BUSINESS**

##### **1. General Manager's Report**

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

Discussion:

- The waitlist for GoBus trip bookings which was implemented at the end of April has been working very well. So far there have been few complaints or concerns and there have been no reports of anyone being denied a trip. Tok Transit is also reporting that it is taking pressure off staff since rides are being better managed with the waitlist.
- The timeline for receipt of Vulnerable Sector Checks for new hires at GoBus has been concerning. Recently there were 7 drivers waiting to start work, at a time when driver shortages were impacting service. Requests to expedite the process were unsuccessful.
- A commercial that aired on television advertising Operator positions with GoBus has had a positive effect and led to at least a couple of new applicants.

##### **2. Executive Summary Report**

The Executive Summary Report was tabled for the Commission's consideration.

Discussion:

- The increase in ridership for April compared to the same month in 2019 is phenomenal, at 43%. It would be helpful to understand (perhaps through a customer survey) where that increase is coming from in order to be well informed for planning and future investment decisions.
- Options are pending to offer more features for fare payments, including an electronic pass and a "purse" alternative to cash. New features come with fees though so further analysis must be done to determine how best to move forward. Upgrades are anticipated late 2023 or early 2024.

##### **3. Financial Statements for April 2023**

The Financial Statements for January were tabled for the Commission's consideration.

Discussion:

- Revenue from the low-income pass program varies slightly since it is based on the number of weeks in each fiscal quarter.

- Ridership capacity would vary per route and on some routes there is risk of having to deny passengers, depending on many factors such as route, location, and time of day. The buses are designed to handle a full standing load but there is still some concern about capacity during the summer months. An additional 80 hours of service has been scheduled to help increase capacity during the weekdays. Staff will monitor the situation closely.

**VI. OTHER**

The next meeting of the St. John's Transportation Commission will take place on June 29<sup>th</sup>, 2023, at noon.

**VII. ADJOURNMENT**

Business concluded at approximately 12:33 PM.

**MOTION:** To adjourn the May 25, 2023 regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Akerele. Meeting adjourned.