

## MINUTES – JULY 25, 2024

Meeting of the St. John’s Transportation Commission  
Thursday, July 25, 2024 12:00 PM  
In-Person at 25 Messenger Drive and online via WebEx

### REGULAR

#### In attendance:

Lynn Zurel	Chairperson
Tolulope Akerele	Commissioner
James Greey	Commissioner
Josh Smee	Commissioner
Derrick Hutchens	Commissioner
Ron Ellsworth	Commissioner/City Councillor
Derek Coffey	Deputy City Manager, Finance & Corporate Services
Judy Powell	General Manager
Donna Power	Administrative Assistant

#### Regrets:

Kevin Breen	City Manager
Maggie Burton	Commissioner/City Councillor

#### I. PROCEDURAL

Chair Zurel called the meeting to order at approximately 12:00 pm.

#### II. AGENDA

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

Moved by Commissioner Hutchens; seconded by Commissioner Ellsworth. Motion carried.

#### III. MINUTES

**MOTION:** To approve the minutes of the June 27, 2024, regular meeting as presented.

Moved by Commissioner Akerele; seconded by Commissioner Hutchens. Motion carried.

#### IV. BUSINESS ARISING

##### 1. Action Log

A new tool has been implemented to help keep Commission business on track. The Action Log will be further developed to include additional details.

## **2. Long's Hill Bus Stop**

Staff will work to document procedures related to operational changes such as removal of bus stops. Though these changes happen infrequently, having a formalized plan for communications and posting of information, including the rationale for change, would be helpful.

## **V. NEW BUSINESS**

### **1. Ratification of E-Poll – Transmission Parts Contract - Amendment**

On July 25, 2024, the Commission approved award of a sole source contract to Wajax for transmission parts. Subsequent information required an adjustment to the approved price from an annual cost (\$242,537) to the full amount of the contract until December 31, 2025 (\$343,595). A vote was conducted by email on July 10, 2024, to approve the amendment. The motion was carried.

### **2. Reports**

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

The Commission expressed appreciation in knowing the new Community Bus will soon be on the road and that the RFP for stop announcements has been released.

#### **ii. Executive Summary Report**

From May to June there was a drop in on time performance across most routes. Contributing factors include road construction and heavier ridership due to lower service levels (summer schedule).

GoBus statistics seem to indicate improvements. There are more drivers on staff which is helping with capacity, though it is still below previous years' ridership levels. Concern remains that consumers lack confidence in the system and are riding less. Work is ongoing to improve relationships with consumers and organizations within the disability community. It would be helpful to provide some training to these organizations so their staff can better support consumers who use GoBus. Commissioner Ellsworth expressed gratitude to Accessible Transit Manager, Carolyn

Mills, for her phenomenal work in leading the service and responding to the needs of GoBus customers.

With the number of instances of aggressive behaviour on buses increasing, staff are working to develop a safety plan to help address the issue. It is important that people know the Commission is aware of the issues and concerns and are actively working to develop solutions so that transit is safe for everyone.

**iii. Financial Statements for June 2024**

No discussion.

**VI. OTHER**

The next meeting of the St. John's Transportation Commission will take place on August 29, 2024, at 12:00 PM.

**VII. ADJOURNMENT**

Business concluded at approximately 12:22 PM.

**MOTION:** To adjourn the July 25, 2024, regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Ellsworth. Meeting adjourned.