MINUTES

Meeting of the St. John's Transportation Commission
Thursday, Sept 24, 2026 12:00 PM
In-Person at 25 Messenger Drive and via Zoom

REGULAR

In attendance:

James Greey	Chair
Derrick Hutchens	Commissioner
Josh Smee	Commissioner
Ron Ellsworth	Commissioner/Deputy Mayor
Franklin Onwa	Commissioner
Kate Cadigan	Commissioner/City Councillor
Kris Connors	Deputy City Manager, Finance & Corporate Services
Derek Coffey	City Manager
Judy Powell	General Manager
Donna Power	Administrative Assistant
Krista Moores	Administrative Assistant

Regrets:

Paul Canning	Commissioner

I. PROCEDURAL

The meeting was called to order at 12:48PM.

II. AGENDA

MOTION: To approve the agenda as presented. Moved by Commissioner Onwa; seconded by Commissioner Cadigan. Motion carried.

III. MINUTES

MOTION: To approve the minutes of the August 27, 2026, regular meeting as presented. Moved by Commissioner Hutchens; seconded by Commissioner Caddigan. Motion carried.

IV. BUSINESS ARISING

V. NEW BUSINESS

1. Decision Note- Scheduling Software

The Commission was informed that an urgent decision must be made regarding the current Trapeze scheduling system. The scheduling software was housed on an

internal server which was affected by the cybersecurity incident, leaving us without scheduling software. Work must commence in October to be ready for January scheduling.

Staff had already been working to identify a new scheduling solution and had conducted a comprehensive review of the available software options in the market and determined that Hastus (provided by CSHED) would meet the organization's requirements. Hastus is widely regarded as a leading, industry scheduling solution and would provide the functionality and reliability required to support our current and future operational needs.

MOTION: To approve the purchase of a five-year contract with CSCHED for Hastus software as recommended by management. Moved by Commissioner Hutchens; seconded by Commissioner Smee. Motion carried.

2. **Stop Announcements System update**

   There was one technical issue preventing the launch of the stop announcement system. An e-mail from Strategic Mapping was received and this issue has been addressed. System will be tested.

3. **RFP - Hybrid Buses**

   An update to the Commission was provided regarding the previously approved ICIP project to replace 2007 and 2008 buses with electric or other fuel-source buses. Due to market changes (Cummins currently designing a new hybrid engine) and the current fleet status, seven new hybrid buses will be purchased. With the remaining funding, the plan is to purchase an electric bus to test electrification when the depot upgrades have been completed. Additional funding will be sourced to purchase buses to replace the 2008s.

4. **CUTA Conference**

   The CUTA Fall Conference and Trade Show will take place in Winnipeg in November. Any commissioner who is interested in participating in the upcoming let the General Manager know in the coming days.

5. **Reports**

   i. **General Manager's Report**

      No discussion.

   ii. **Executive Summary Report**

      Human Resources: The Commission inquired about a new policy that has been developed regarding the payment of tickets by employees who receive a speeding ticket from speeding cameras throughout the city. Tickets are posted

to the Metrobus license, so a policy is being developed to identify how to respond to that from a cost-recovery point of view. Also, this policy will address the disciplinary side as well.

Finance: Training has been delayed by a week due to technical issues, but the target launch date is still attainable.

VI. OTHER

The next meeting of the St. John's Transportation Commission will take place on October 29, 2026, at noon.

VII. ADJOURNMENT

Business concluded at approximately 1:13 PM.

MOTION: To adjourn the September 24, 2026, regular business meeting of the St. John's Transportation Commission. Moved by Commissioner Hutchens.

Meeting adjourned.