



REGULAR MEETING MINUTES

Meeting of the St. John's Transportation Commission
Thursday, September 28, 2023 12:00 PM
In-Person at 25 Messenger Drive and online via WebEx

In attendance:

James Greey	Commissioner
Tolulope Akerele	Commissioner
Barry Fleming	Commissioner
Ian Froude	Vice Chairperson/City Councillor
Ron Ellsworth	Commissioner/City Councillor
Kevin Breen	City Manager
Derek Coffey	Deputy City Manager, Finance & Corporate Services
Judy Powell	General Manager
Donna Power	Administrative Assistant

Regrets:

Maggie Burton	Commissioner/City Councillor
Lynn Zurel	Chairperson

I. PROCEDURAL

Commissioner Ellsworth chaired the meeting in the absence of Chair Zurel.
The meeting was called to order at 12:02 PM.

II. AGENDA

MOTION: To approve the agenda as presented.

Moved by Commissioner Fleming; seconded by Vice Chair Froude. Motion carried.

III. MINUTES

MOTION: To approve the minutes of the August 31st, 2023, regular meeting as presented.

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

IV. BUSINESS ARISING

V. NEW BUSINESS

1. General Manager's Report

Ridership: Staff have obtained one quote so far for completion of a survey.

ACTION: It is recommended that the Marketing Committee meet to review the quote and to discuss the scope of work.

Some minor changes are being implemented to help with overcrowding and scheduling. The community bus is being used to help the Route 1 between 8am and 9am; the Route 13 is being extended in the morning; and a new shift will be added to supplement the Route 1 starting in October to cover 10:25am – 6:30pm.

Dispatch staff have been tracking data related to instances of customers being unable to board due to overcrowding.

ACTION: The General Manager will follow up with staff to provide more information to the Commission.

2. Executive Summary Report

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

3. Financial Statements for August 2023

Cost of maintenance – stock parts: Many factors are leading to this cost running over-budget, including elevated costs for products, (un)availability of products, increased need for maintenance due to extra wear and tear on buses (from increased ridership); shortage of staff and more inexperienced staff is resulting in more “replacing” than “repairing” because it provides a quicker solution.

Transit advertising is not generating as much revenue as anticipated. It is something that has been challenging recently and is currently under review.

VI. OTHER

1. The next meeting of the St. John's Transportation Commission will take place on October 26th, 2023, at noon.

VII. ADJOURNMENT

Business concluded at approximately 12:14 PM.

MOTION: To adjourn the September 28th, 2023, regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Fleming. Meeting adjourned.