



REGULAR MEETING MINUTES

Meeting of the St. John's Transportation Commission
Thursday, February 29, 2024 12:00 PM
In-Person at 25 Messenger Drive and online via WebEx

In attendance:

Lynn Zurel	Chairperson
James Greey	Commissioner
Tolulope Akerele	Commissioner
Ron Ellsworth	Commissioner/City Councillor
Maggie Burton	Commissioner/City Councillor
Kevin Breen	City Manager
Derek Coffey	Deputy City Manager, Finance & Corporate Services
Judy Powell	General Manager
Donna Power	Administrative Assistant

I. PROCEDURAL

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

II. AGENDA

Two additions were requested under the New Business section of the agenda:

- i) Community Report
- ii) New Commissioners

MOTION: To approve the agenda as amended.

Moved by Commissioner Burton; seconded by Commissioner Coffey. Motion carried.

III. MINUTES

MOTION: To approve the minutes of the January 25, 2024, regular meeting as presented.

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

IV. BUSINESS ARISING

1. Stop Announcement System

The RFP has been completed and is being reviewed by the City's procurement team. It is anticipated to be released in March. Typically, the RFP will be open for 8 weeks and then evaluated. A recommendation will then be brought to the Commission for award.

V. NEW BUSINESS

1. Decision Notes

i. RFP - Eight (8) hybrid Buses

The above RFP closed on February 16th and a single bid was received from Nova Bus. The total cost for the eight buses is \$10,515,590.80. The bid met all specifications and is within the funding approved under ICIP.

MOTION: To approve award of the contract for eight (8) hybrid buses to Nova Bus as described above.

Moved by Commissioner Burton; seconded by Commissioner Greey.
Motion carried.

2. Reports

i. General Manager's Report

No discussion.

ii. Executive Summary Report

The Town of Paradise has added two extra runs to their daily service – one in the morning and one in the afternoon.

While GoBus service appears to be improving operationally, there are still concerns by customers who have lost confidence in the system and reports of registered users opting not to use the service because they feel it is not reliable.

iii. Financial Statements for December 2023

The Commission requested additional historic information about GoBus taxi trips.

VI. OTHER

1. The Commission heard a complaint from a passenger who exited at the wrong bus stop because the windows were so dirty that they could not see out. All buses are clean when they begin service each morning but the dirt from the roads is inevitable at this time of year. The installation of stop announcements later this year will help in similar situations. Additionally, the new redesigned schedules include a list of all stops along a route which may help with navigation, and drivers are available to assist if customers ask them. It may also be helpful if there was a sign on buses to let people know how to provide feedback.
2. Advertising for two new commissioner positions ends on March 1st. It is expected that any applications will be received from the City Clerk early next week. The General Manager, Chair Zurel and Commissioner Akerele will meet and then forward their recommendations to Council.
3. The next meeting of the St. John's Transportation Commission will take place on March 28, 2024, at 12:00 PM.

VII. ADJOURNMENT

Business concluded at approximately 12:26 PM.

MOTION: To adjourn the February 29, 2024, regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Akerele. Meeting adjourned.