



REGULAR MEETING MINUTES – March 31, 2022

Meeting of the St. John’s Transportation Commission
Thursday, March 31, 2022 12:00pm
In-Person at 25 Messenger Drive and Online via WebEx

In attendance:

Ian Froude	Vice-Chair/City Councillor
Kirsten Morry	Commissioner
Tolulope Akerele	Commissioner
Ron Ellsworth	Commissioner/City Councillor
Lynn Zurel	Commissioner
Maggie Burton	Commissioner/City Councillor
Derek Coffey	Interim City Manager
Judy Powell	General Manager
Donna Power	Administrative Assistant

Regrets:

Kevin Breen	City Manager
Paul Walsh	Chair
Maggie Burton	Commissioner/City Councillor

I. PROCEDURAL

The Chair (I. Froude) called the meeting to order at 12:03 PM.

II. AGENDA/MINUTES

Agenda:

Commissioner Akerele requested an addition to the Other section of the agenda:

#1. Community Feedback

MOTION: To approve the agenda with the above noted addition.
Moved by Commissioner Zurel; seconded by Commissioner Morry. Motion Carried.

Minutes:

MOTION: To approve the minutes of the February 24, 2022 regular meeting as presented.
Moved by Commissioner Akerele; seconded by Commissioner Zurel. Motion Carried.

III. BUSINESS ARISING

IV. NEW BUSINESS

1. Tender 2022038 – Lubricants

The results of the tender submissions were presented (see *Tender 2022038 Recommendation* on page 5) with the lowest bids for each category recommended for approval.

MOTION: To approve the purchase of Tender 2022038 items to the lowest bidder meeting specifications as follows:

Item	Quantity	Price per Unit	Successful Bidder
Hydraulic Oil	500L	4.250	Western Petroleum
Motor Oil 15W40	10,000L	3.720	Western Petroleum
Grease EP-2 22KG	400KG	7.270	Western Petroleum
Grease EP-2 205L	1,000L	5.810	Harvey's Oil
50/50 Extended Life Antifreeze	9,000L	2.640	Shoreline Lubricants
Windshield Wash Antifreeze	4,000L	1.100	Harvey's Oil
Traxon 75W90 Synthetic	2,500L	9.150	Shoreline Lubricants
Heavy Duty Synthetic Blend Transmission Fluid	2,000L	10.000	Tri Star
DEF Fluid	20,000L	1.320	Shoreline Lubricants
Dexron III Transmission Fluid	5,000L	3.900	Shoreline Lubricants

Discussion:

Commissioner Zurel inquired if there might be opportunity to achieve cost savings if items are grouped rather than individualized. The General Manager responded that previous experience has demonstrated that for these types of items, there are more savings to be found using different vendors.

Moved by Commissioner Ellsworth; seconded by D. Coffey. Motion Carried.

2. General Manager's Report

Bus Shelter Tender:

The General Manager noted the Tender has been issued but the delivery date will likely be delayed due to supply chain issues with aluminum.

Bus Stops – Gathering Place:

Chair Froude inquired if installing needle boxes has been considered. The General

Manager responded that this has been explored with City staff but the recommendation was to use garbage cans.

VIA Software – GoBus:

Chair Froude acknowledged the improved willingness of Newfound Cabs to utilize the GoBus software. Commissioner Ellsworth added that any issues taxis are facing now are minor in nature and are quickly resolved thanks to improved cooperation between Newfound and MVT. Commissioner Ellsworth also recognized the work of Rita Dawson, Senior Systems Administrator (Metrobus) to support Newfound in this initiative. There are presently 4 taxis utilizing the software and offering dedicated service to GoBus.

3. Executive Summary Report

GoBus Eligibility Assessments:

Commissioner Zurel inquired if there is any indication that the volume of assessments is increasing in March given that the number is still quite low in February. The General Manager informed that during a call with Telus' Business Development Manager it was noted that the planned staff additions have now been put in place and that this is allowing them to complete more assessments as anticipated.

GoBus Cancellations:

Commissioner Zurel asked if the decline in percentage cancellations in February is indicative of customers becoming more trustworthy of the system. The General Manager suggested it may be, but also there are likely people who are just deciding not to book. Commissioner Ellsworth added that ridership overall was higher in February and with the software working better the number of erroneous cancellations is reduced.

GeoTabs:

Chair Froude requested further information to understand more about the purpose and use of GeoTabs. The General Manager informed that they are supplying telematic information, such as location, fuel usage, etc. from the buses which will be used for analytic purposes as well as to provide information for the City's electrification study.

4. Financial Statements – February 2022

Commissioner Zurel noted the ridership levels on Routes 21 (still reduced) and 22 (increasing) and inquired about the process to assess routes. The General Manager advised that there are many considerations and sometimes a route may not be operationally efficient but to remove or reduce service would be socially detrimental. Commissioner Akerele commented on the importance of assessing demographic changes in order to best respond to the needs of the community. The General Manager

also noted that for these routes in particular, the City of Mount Pearl decides the level of service.

Commissioner Zurel inquired about the variance with the low-income pass program and what factors are driving that variance. The General Manager commented that initially (2020) high-level estimates were used to determine the percentage of ridership that low-income pass use would account for. Ridership has not been typical since the program began so there has not been good opportunity to accurately evaluate the program. However, as ridership is increasing, the actual cost is more closely aligning with what was estimated.

V. OTHER

Commissioner Akerele reported speaking with a woman who expressed how much she enjoyed using the bus. Commissioner Akerele noted that often only negative feedback comes forward so she wished to convey this positive comment.

VI. ADJOURNMENT

There being no further regular business to discuss at this time, the meeting adjourned at 12:29 PM.

MOTION: To adjourn the regular business meeting
Moved by Commissioner Ellsworth; seconded by Commissioner Morry. Motion carried.