

MINUTES – MAY 29, 2025

Meeting of the St. John's Transportation Commission
Thursday, May 29, 2025 12:00 PM
In-Person at 25 Messenger Drive and online via WebEx

REGULAR

In attendance:

James Greey	Chair
Tolulope Akerele	Commissioner
Derrick Hutchens	Commissioner
Paul Canning	Commissioner
Josh Smee	Commissioner
Ron Ellsworth	Commissioner/City Councillor
Kevin Breen	City Manager
Derek Coffey	Deputy City Manager, Finance & Corporate Services
Jason Hussey	Finance Manager
Donna Power	Administrative Assistant

Regrets:

Judy Powell	General Manager
Maggie Burton	Commissioner/City Councillor

I. PROCEDURAL

The meeting was called to order at 12:02 pm.

II. AGENDA

MOTION: To approve the agenda as presented.

Moved by Commissioner Smee; seconded by Commissioner Canning. Motion carried.

III. MINUTES

MOTION: To approve the minutes of the April 24, 2025 regular meeting as presented.

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

IV. BUSINESS ARISING

V. NEW BUSINESS

1. 2024 Audit and Financial Statements

The audited financial statements for 2024 were circulated in advance of the meeting for Commissioners' review. On April 30th, the Finance Committee met with BDO to take receipt of the audit report and financial statements for 2024. Overall, the audit was clean with no adjustments required.

The Finance Committee has recommended that the Commission vote to approve the statements as presented.

MOTION: To approve the 2024 audited financial statements as presented.

Moved by Commissioner Hutchens; seconded by Commission Smee. Motion carried.

The Commission expressed their gratitude and appreciation to the Finance team for their hard work throughout the year.

2. Ratification of E-Poll – Purchase of Replacement Maintenance Truck

An e-poll was conducted on May 7th requesting the Commission's approval to purchase a replacement truck for the Maintenance Department. The poll was done in advance of the monthly meeting because delaying the decision could result in the vehicle being sold or a price change. The Commission approved the purchase of a 2024 Chevrolet Silverado from Hickman Chevrolet at a cost of \$64,000.

MOTION: To ratify the e-poll which took place on May 7, 2025, approving the purchase of a replacement pickup truck for Maintenance.

Moved by Commission Akerele; seconded by Commissioner Canning. Motion carried.

3. Bannerman Park Shelter

City Council received a complaint about recent concerning activities, such as drug use, taking place in the bus shelter on Military Road near Bannerman Park.

Metrobus staff confirmed there had been reports of similar issues in April and that the situation is being monitored. The City brought the matter to the Downtown Safety Coalition and the RNC has agreed to increase their patrols in the area. Another element of the complaint was related to the amount of lighting in the area, so the City is also looking at that. As well, maintenance staff at the park are keeping an eye on the area.

At this time, the situation is being monitored. There are no plans to remove the shelter.

4. Reports

i. General Manager's Report

The General Manager's Report was tabled for the Commission's consideration.

ii. Executive Summary Report

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

iii. Financial Statements for April 2025

Staff are continuing to monitor ridership levels which, in recent months, have not kept pace with the increases seen last year. Notably there has been a decrease in the number of cash trips which is having an impact on revenue. Staff are expecting to see a jump in revenue when the Canada Games are underway.

VI. OTHER

The next meeting of the St. John's Transportation Commission will take place on June 26, 2025, at noon.

VII. ADJOURNMENT

Business concluded at approximately 12:17 PM.

MOTION: To adjourn the May 29, 2025, regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Akerele. Meeting adjourned.