

MINUTES – MAY 28, 2026

Meeting of the St. John's Transportation Commission

Thursday, May 28, 2026 12:00 PM

In-Person at 25 Messenger Drive and via Zoom

REGULAR

In attendance:

James Greey	Chair
Paul Canning	Commissioner
Derrick Hutchens	Commissioner
Josh Smee	Commissioner
Franklin Onwa	Commissioner
Ron Ellsworth	Commissioner/Deputy Mayor
Kate Cadigan	Commissioner/City Councillor
Derek Coffey	City Manager
Judy Powell	General Manager
Donna Power	Administrative Assistant

I. PROCEDURAL

The meeting was called to order at 12:00 PM. Commissioner Ellsworth chaired the meeting.

II. AGENDA

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

III. MINUTES

MOTION: To approve the minutes of the April 30, 2026 regular meeting as presented. Moved by Commissioner Canning; seconded by Commissioner Hutchens. Motion carried.

IV. BUSINESS ARISING

V. NEW BUSINESS

1. Decision Note – Via Transportation Contract Renewal

The current contract is set to expire June 30, 2026. The software has been performing well recently, and the VIA team is responsive to our service needs.

Management has worked with VIA to draft a 3-year renewal with two 1-year optional extensions. The renewal will include an increase from a 10- to 15-vehicle minimum, along with a 3% annual increase for monthly vehicle fees.

MOTION: To approve renewal of the contract with VIA Transportation as recommended. Moved by Commissioner Smee, seconded by Commissioner Cadigan. Motion carried.

2. Ratification of E-Poll – Accounting Software

MOTION: To ratify approval of the purchase and implementation of Business Central. Moved by Commission Canning; seconded by Commissioner Hutchens. Motion carried.

3. Reports

Monthly reports were presented for the Commission's consideration.

i. General Manager's Report

ii. Executive Summary Report

Stop Announcements: The hardware has shipped and is expected to arrive early next week. An update on the planned installation date is expected today.

Tap-to-pay: This service continues to be delayed pending progress by Moneris (service provider).

Ridership: Consultation with CUTA's Atlantic region committee confirms that other transit agencies are experiencing similar ridership trends which are also closely linked with changing immigration levels.

iii. Financial Statements for April 2026

VI. OTHER

The next meeting of the St. John's Transportation Commission will take place on June 25, 2026, at noon.

VII. ADJOURNMENT

Business concluded at approximately 12:13 PM.

MOTION: To adjourn the May 28, 2026, regular business meeting of the St. John's Transportation Commission.

Moved by Commissioner Smee. Meeting adjourned.