

EDMONTON TRANSIT SYSTEM ADVISORY BOARD
MEETING #3, MARCH 25, 2013
HERITAGE ROOM, CITY HALL

PRESENT: John Vandenberg, Izak Roux, Christopher Dulaba, Bruce Robertson, Cristina L. Stasia, Amy Mannix, Shannah Sutherland, Vaughan Hoy, John Hayes, Leanne Landry, Gordon Smith, Stu Litwinowich (ATU Local 569)

ABSENT: Anand Pye

ETS AND CITY STAFF: Ken Koropeski (Director, Service Development), Karl Spiwek (Project Manager), Dennis Nowicki (Director of Community Relations), Vicki Luxton (Recording Secretary)

1. CALL TO ORDER

- V. Hoy called the meeting to order at 5:30 pm.

2. SMART BUS SOLUTION UPDATE PRESENTATION (K. KOROPESKI AND K. SPIWEK)

- Highlights (K. Koropeski):
 - A handout was supplied to each member to follow along with the power point presentation.
 - This project is about getting information for ETS riders, information for ETS staff to manage the system better and more efficiently, and for everybody involved in the transit system, whether it is the users or the operations and planning, to make better decisions.
 - We will have better technology giving ETS better data and better information to allow for better decisions, and at the end of the day better outcomes for the entire Edmonton Transit System.
 - There is a three phase implementation plan to the Smart Bus solution.
 - The Smart Bus Technology is getting installed on 45 buses on two routes targeted on routes 111 and 128. Route 111 goes Downtown past MacEwan College and out to West Edmonton Mall. Route 128 starts at the University and goes through Westmount, Calder and Castle Downs. Both these routes are post-secondary institutions and ETS expects to get good feedback from the student populations who have i-Phone technology.
 - The prime functionality in the first phase particularly related to these two routes is real time customer interface, the computer-aided dispatch tool in ETS's Control Centre, and some tools that come with the Trapeze system ETS is going to be using to manage their entire system.
 - Also within this phase are tools for the bus operators with the mobile data terminals on those 45 buses, and from the security point of view will have live look-in capabilities using the existing camera systems which allow ETS to access security situations where there are emergent needs.
 - *Questions and comments were asked during the presentation.*
- Highlights (K. Spiwek):

- The meat of this presentation is to talk about what Smart Bus Phase 1 user impacts are to Control/Inspectors, operators, security video management and transit riders.
- ❖ Transit Control Tools:
 - The ability to currently see where the buses are (AVL) is the leading edge of the Intelligent Decision Support (IDS) to deal with incidents that arise in a consistent fashion. The supervisors will be able to provide oversight through IDS dashboard and the ability to review what occurred through play back functionality to resolve concerns/incidents.
 - A slide was shown outlining the interface that Control or Inspectors would be able to see using the Transit Master IDS and dashboard.
 - The Transit Master AVL and Route Ladder displays where the buses are located on the map with the buses being colour coded to their schedule adherence so Control can zoom in on that bus to see what is happening on that particular route if the bus is on schedule, ahead or behind. (AM) *Can you give feedback to the operator?* Using the IDS Route Ladder, Control can configure the system to tell them only the buses that are ahead of schedule for example by 15 minutes or running hot and they can send a message to the operator with additional feedback or ask if there is some information Control needs to be aware of. (AM) *Do the individual bus operators have an interface to look at as well?* The answer to this question will follow in the next set of slides. (AM) *Will you be able to calculate overall system performance?* Yes, ETS will be able to report where the bus is supposed to be and where the bus actually is. In the future, as part of Phase 3, the objective is to get Automated Passenger Counters (APC) on all buses which would give ETS more information, and secondly ETS is looking to tie-in real passenger volume information from the passenger counters into this system in the Control Centre but ETS is still a couple of phases away from this.
- ❖ Bus Operator Tools:
 - *On-time and Routing Performance Feedback* - The main screen provides key information to the operators such as current time, schedule adherence, next scheduled timing point time and location.
 - *Electronic Running Boards* – Description of assignment (routing, timing points, signage, etc.) The goal is to replace paper version, displays timing points and stops, if selected and updated at regular intervals.
 - *Improved Communication with Control* – Communication more efficiently with Control, able to review/respond to messages when safe to do so, and saves radio for emergencies. The operators can respond to Control's messages with a canned response. This has really dropped the requirement for radio communication at DATS making it a very quiet Control Centre compared to fixed routes.
 - *Improved Safety for the Operator and Passengers Through Covert Alarm* – *Integration of Transit Master* with Apollo Video software provides live 'look-in' for more effective emergency response and automated bus video retrieval, and video system health monitoring identifies hardware problems when they occur. When the operator presses the covert alarm, Control can bring up a live look-in screen and see what is going on in the bus so they can respond more appropriately to the event that has caused the operator to

hit the alarm. Secondly, this also provides ETS the ability to retrieve the videos from the bus in an automated fashion. So if an event occurred that requires video retrieval using the playback they will know where the bus was and which bus to look at because the incident occurred at a specific intersection at a specific time. This will help narrow the search time to retrieve that video. (SL) *How much of the operator is going to be on camera in the Edmonton application?* There is not a camera on the operator.

- *Turn-by-turn directions?* If needed.
- (BR) *How should the Operator use the mobile device while operating a bus?* They should only be using that device while they are stopped. *So it cannot be used while the bus is moving?* Certain functions are disabled but not all of them. The City policy is more stringent than the Provincial legislation today.

❖ ETS Live Service Offerings

- A suite of ETS Live services enables customers to monitor their bus in real time on routes 111 and 128 through new communication channels on Smart Bus available through the web and the mobile app:
 - Live.Planner – Is the schedule information as well as the bus look up. Will be able to receive emails from a particular bus stop. ETS can migrate to the equivalent Trapeze SMS offering but there are still decisions to be made as to when that might occur. There will be an Android and i-Phone application to the web product. Alerts are an on-line subscription service that you will be able to create custom profiles to describe to the alerts that are of interest to you.
 - Live.Departures – There will be departure boards at two locations – University Transit Centre and West Edmonton Mall Transit Centre. These are the two termination points for both of the routes, and in addition to that route information it will also display the scheduled information for other routes. (JH) *Why two different modalities for the timing in the example you have the time of day and one display showing the bus leaving five minutes later and the other buses leaving at 2:42 and 2:55 which forces people to do math?* The purpose of the modality that you describe is five minutes is the predicted arrival time versus the hour and minutes being the scheduled time. *But there is no way to know that.* There are more ways to configure the display boards and we are still going through that right now. (JH) *Are there different colourations of this similar to what is at the airport?* No, just amber. (SL) *Is that five minutes from departing or five minutes from arriving?* We can do either. In the winter people are more interested in when the bus is showing up, and frequent users of transit that have a number of options at their disposal they would like to know when this bus is leaving as they have other options like going to another bus. K. Koropeski stated it is more advantageous to show the departure time because these departure boards are at the Transit Centres.
 - Live.to Go
 - Live.Alerts
 - Live.Departures Board
 - Live.Stop Announcements – The stop announcements on the buses will

announce the stops through a leader board as well as audibly announced.

- Live.GTFS-real-time

- Questions/Comments:

- (AM) *For the 747 bus you allow Wi-Fi. For the Smart Bus could you do this as well?* Route 747 does not have Wi-Fi – this is on the C-line, Route 596. This is not within the scope of this project.
- (SL) *Is there any audible on the outside of the bus? Yes. What I see being really important is safety for not just the operator but for the patrons at the transit centres. You have alluded to the fact that Transit Centres are busy but people are now more involved at looking at their i-Phone and do not realize they are in a transit zone so audible announcements stating “caution this is a transit zone” have merit. We have seen some demos but this is not in the scope of this system. The audible announcement is when the door is open and the outside speaker will announce bus route number and destination transit centre.*
- (JH) *These technologies such as GPS, will they be used to track operator’s performance and is there any scope limitations or opportunities for what you are planning to use that operator performance tracking for?* The play back features that are available such as where the bus location is throughout the day and whether it is stopped at a bus stop these would certainly assist us with dealing with customer concerns. ETS is looking at the features that this technology is capable of tracking fuel economy, basically how aggressive an operator is driving. That type of functionality has been used in other transit systems almost an indicator to the operator themselves as to how they are driving and there have been other systems through that feedback seeing fuel savings. *It is fine to provide the information to the operators but I would be quite concerned if this was to be used to track operator performance and rate them. That would be problematic. At DATS this technology is a more effective tool to resolving and debunking/validating concerns. That is the feedback ETS has got back from the DATS side of the house. This will help with identifying if there is a scheduling adherence problem – what it is and address it.*

- Conclusion (K. Koropeski)

- This has been a process that started a couple of years ago so ETS has gone through a number of phases of the process from gathering the requirements, selecting the vendor and going through testing. The stage ETS is at now is acceptance testing, and ensuring all the software and hardware is according to specifications. The hardware is on two buses where the majority of the testing is being performed and the remainder of the 45 buses will have the equipment installed over the next month. Training for all of our staff, including operators and controller’s familiarization with the system, will be conducted over the next month. The system will be kicked off at the end of April with system changes with the April sign-up. ETS will do some internal testing and beta testing for a few weeks before we do the full blown communication that these tools are available. Following that we will be monitoring the systems and making any changes required. After it is implemented ETS will determine and quantify the value of the system before moving forward with full fleet implementation.
- Future Phases – Phase 2 (\$19 million unfunded) is rolling the on-board equipment onto the entire fleet and taking advantage of some of the additional functionality,

such as the vehicle monitoring function which will provide faster and better feedback to our maintenance staff so they know there may be a problem on the bus before the operator does with the capabilities that this system has. Trapeze Group is also the company ETS has acquired Asset Works fleet maintenance system from. The final phase – Phase 3 (\$12 million unfunded) - is enhanced trip planning which includes real-time trip planning across the entire fleet, and then adding automatic passenger counters and security cameras to the remainder of the fleet and extending the real-time information to the LRT. The future phases are unfunded and there is a couple of options being looked at to move forward which is the capital funding for the 2015-18 Capital Priorities Plan which will go to City Council in 2014. The other method being leveraged right now is on the higher priority of the Smart Fare project which is a Capital Region initiative to try electronic fare equipment, and have better fare integration across the entire Edmonton Region. For Smart Fare to work you need a communication system and with Smart Bus we have already established what the communication system is going to be on the bus and any kind of Smart Fare system will have to be compatible with that. In terms of the Smart Fare, City Council has already approved \$7 million of funding and other municipalities have also approved funding for the Smart Fare project. Within the Capital Region Board it has been made a high priority for Green Trip funds so we are looking for two-thirds funding from the Province on Green Trip funding. *(BR) Is Smart Fare compatible with Smart Bus?* The mobile data terminals interface for the operator to log into the bus and the current Smart Bus solution knows what the route is and what stop it is at so you want to tie that information along with location to where you collected that fare so there has to be integration between those two systems. Cubic is one of the leading players in the fare management, and they have tied into any number of these solutions. There are others and they all have worked with each other to deliver solutions to different municipalities or different transit agencies, so they are well understood problems with proven compatible interfaces.

- *(GS) Since it is not a human savings as one driver is still required per bus, how many people do you consider adding because of the new system?* When ETS has done their operating projections with the entire system implementation that projection was seven people and a lot of that is getting into the maintenance and backing IT systems. *Your primary savings is not going to be in people?* Where ETS sees the best benefits is first of all with the better transit system this can provide with more information to the public making it more attractive and we have the potential of increasing ridership and revenue. Secondly, one of the biggest savings that other systems have found is in the future with vehicle maintenance to do more proactive work fixing buses before there are catastrophic failures. *What kind of action plan do you anticipate between the time you see an obvious deficiency in the new system and when you implement some improvement?* *How soon are you going to be able to react to some deficiency you detect from a budget point of view?* ETS does react very quickly in some situations, for example in September when there are a lot of changes in travel patterns and we get overload situations that we have not experienced in the past. In September we have contingency hours that we can fix problems immediately. Particularly with more timely information on the passenger side in the future. On the scheduled side of things we can do things such as minor adjustments using correction cards or actually adjusting the schedules that the operators would see through the mobile

data terminals. That can be done fairly short term. If it is a major schedule adjustment then it does go into our sign-up process which can be three to six months but again we should be able to make those adjustments in a timelier manner with better data. *Is there anything that is going to be sacrificed as a result of the new system?* Not sacrificed as opposed to replaced. For example within our Control Centre the Intergraph System which is a recording function for any incident that happens on the system, Transit Master should be able to take it over and do it more efficiently. ETS would like to see Bus Link be totally replaced as it is on the decline because of all the text messaging capabilities introduced into the system.

- *(SS) Smart Bus is only going to be on route 111 and 128? Correct. You mentioned they are on routes at the University and Grant MacEwan, your target public go live is in June which is when most of the students are not in classes so are you going to be doing it on a random communication in the fall to get the students buying in?* There are a lot of students who take Spring and Summer classes so ETS does expect to get a fair bit of response from them. In terms of communication this is going to be an ongoing project. The other thing we are taking a look at is ETS has an order of nine new buses coming in sometime this summer which will be fully equipped with Smart Bus equipment so ETS is expecting to expand the number of routes and out of the 45 buses ETS might be able to get a couple more routes out as well. The way the project has been designed we are bringing all the scheduled information on the whole system so adding a new route is making sure the public real-time information becomes available automatically.
- *(BR) The automatic passenger counters is that counting on and off at each bus stop? Yes. Right now it just counts the body getting on and off. In the future when you go to Smart Fare there is more of a chance when paying with their smart card we will be able to track the customer's travel through the routes used so ETS has a better idea of their travel path.*
- *(VH) Phase 3 security cameras are they in the \$19 million? No, they are in the \$12 million and half the fleet has security cameras presently. Wayfinding signs are going into the Transit Centres? Yes, that is the current plan.*
- *(CS) How long to you keep the video tape for? Twenty-one days unless it is recorded for other purposes.*
- *(JV) As you may know the Marketing Sub-Committee had a Smart Bus presentation about one year ago. I do not think it was terribly well presented as some members did not think there was much in this project for the public. I have since reversed that view and think that Smart Bus is very good for the public. If you are presenting this to the public I would encourage you to focus only on the customer benefits. For me personally all the operational stuff is nice, but I do not really care. What sort of marketing rollout do you anticipate to do with the introduction of the Smart Bus in terms of internal communication such as radio ads, media? We are working with the N. Walters' group right now and they are developing their market product to roll out. I think if the Smart Fare is not integrated with Smart Bus this could be a problem. So I just want your assurance that the Smart Bus will integrate with the Smart Card? It goes right back to the beginning of this presentation and yes, ETS is setting up the specifications for data communications on the buses and they have to work together. As to your first point if we did not express the customer features at the initial presentation it is our*

mistake because we have always recognized what is going to sell this and what is going to sell the long term investment is the better service to the customers. We have realized that from square one.

3. **AGENDA REVIEW**

MOVED: by J. Hayes/J. Vandenbeld to approve the agenda.

CARRIED

Agenda
Approved

4. **REVIEW OF FEBRUARY 25, 2013 MEETING MINUTES**

- The following changes/revisions were made to the minutes:
 - On Page 7 of 12, fourth line down change the word matrix to metrics.
 - On Page 9 of 12 under Fare Structure and Payments Sub-Committee add the word on the first line of bullet 3 “V. Hoy stated that the part”.
 - Under Alternate Transit Modality Committee second bullet does not belong under this committee and should be a separate heading called Transit Amenities Sub-Committee.
 - On Page 5 of 12, second bullet should be “swoop.miami.com”.

MOVED: B. Robertson/C. Stasia to approve the amended February 25, 2013 minutes.

CARRIED

Amended
Minutes
Approved

5. **ETSAB PRIORITY PROJECTS FOR 2013**

- **Marketing Standing Sub-Committee (J. Vandenbeld):**
 - J.Vandenbeld would like to meet with P. Waisman on some of the projects discussed in the marketing committee work plan. At the end of this ETSAB meeting I will have a short meeting with the other members of the Marketing group to determine a meeting date.
- **Transit Planning Sub-Committee (C. Dulaba):**
 - To follow up with the New Neighbourhood Design Guidelines, C. Dulaba met with K. Anderson who is involved with heading that committee. They had a brief discussion as to why there were no metrics or any kind of grading system in these guidelines. Her take was the difference between this new document and the previous guidelines is these guidelines will become the policy document and will have a little bit more rigidity in terms of how they enforce them. The original assumption was that there would be some kind of benchmarking with it but they felt that as it went through the working committee that going this way would make it more flexible. C. Dulaba still believes there should be some metrics to give a minimum bench mark. C. Dulaba still believes ETSAB should put together a quick response to say it is of particular interest to transit/accessibility to transit and how these guidelines do not relay any targets. It was decided that C. Dulaba would prepare this response and circulate it to all ETSAB members by email.
- **Park & Ride Sub-Committee (G. Smith):**
 - A meeting is scheduled for March 27, 2013 in V. Hoy’s office to members of this committee and ETSAB as a whole.
- **Fare Structure and Payments Sub-Committee (A. Mannix):**
 - This group met and points of discussion were decision principles and objectives for assessment of alternative fare structures. Tasks were assigned to sub-

- committee members for evaluating alternative forms of fare structure by distance, by zones, by transit mode and by public events.
- A. Mannix will distribute decision principles and objectives on May 18, 2013.
- L. Landry will investigate ETS benchmarks.
- Other sub-committee members will research alternative forms of fare structures, with an initial report to A. Mannix due on May 25, 2013.
- Next/future meetings – April 8 – share research and short-list options and April 22 – complete briefing paper on fare structure preferences.
- **Alternate Transit Modality Sub-Committee (J. Hayes):**
 - This group did meet as planned following the Fare Structure and Payments Sub-Committee meeting. The members discussed the various transit modalities as outlined in the Terms of Reference prepared by J. Hayes. The group will divide up the various modalities and a decision will be made to recommend some of them under certain circumstances. The members of this Sub-Committee plan to meet following the Fare Structure and Payments Sub-Committee meetings in the future. This group will report back to the main Board in May 2013 on their recommendations. April 8th will be the next meeting.

6. **MANAGER'S REPORT (D. NOWICKI)**

- **Highlights**
 - 2012 Year in Review – A presentation handout was distributed to all ETSAB members; contact D. Nowicki if you have questions.
 - Request from Transportation Planning –
 - Will be moving forward with a recommended concept plan for the Northwest LRT which takes you from NAIT to Northwest City Limits next to St. Albert. They will be going to the Transportation Committee (TC) on May 1, 2013. There are three options available to ETSAB for input and D. Nowicki needs an answer today:
 - ❖ Add the item to the April 29th agenda.
 - ❖ Transit Planning Sub-Committee could coordinate and host this event sometime before the main Board meeting in April.
 - ❖ There is a Public Open House on Wednesday, April 3, 2013.
 - It was decided that the Transit Planning Sub-Committee would coordinate and host this presentation sometime before the next main board meeting in April.
 - 2013 Federal Budget -
 - March 21, 2013 – The Canadian Urban Transit Association (CUTA) applauded the federal government's Building Canada Plan as a major step for planning and developing public transit in Canadian communities. The ten year plan includes over \$53 billion in new and existing funding for federal investments in provincial, territorial and municipal infrastructure, including public transit.
 - This plan consists of several funds that include public transit as a core component:
 - ❖ **Community Improvement Fund** - \$32.2 billion consisting of an indexed Gas Tax Fund and the incremental Goods and Services Tax (GST) Rebate for municipalities to build public transit, roads, recreational facilities and other community infrastructure across

Canada.

- ❖ **New Building Canada Fund** - \$14 billion in support of major economic infrastructure projects that have a national, regional and local significance. This Fund includes two separate sub-components:
 - ❖ A \$4-billion **National Infrastructure Fund** that will support investments in projects of national significance, such as public transit, highways, and gateway and trade corridor-related infrastructure.
 - ❖ A \$10-billion **Provincial-Territorial Infrastructure Fund** that will support projects of national, regional and local significance in communities across the country in a broader range of categories including public transit, highways, drinking water, wastewater, connectivity and broadband, and innovation.
 - ❖ **Renewed P3 Canada Fund** - \$1.25 billion to continue supporting innovative ways to build infrastructure projects faster and provide better value for Canadian taxpayers through public-private partnerships.
- ❖ In addition, about \$6 billion in federal support will be provided to provinces, territories and municipalities under current infrastructure programs in 2014-15 and beyond. This brings total federal investments in provincial, territorial and municipal infrastructure to approximately \$53.5 billion from 2014-15 to 2023-24.
- Questions
 - (BR) *The P3 funding for the SE LRT, how is to be managed?* The RFP is currently being worked on with a lot of the detail to be covered off. You share similar questions that we share – how is this going to work together with the current LRT system, so this has to be spelled out clearly in the RFP.
 - (SS) *In some of the new transit stations there are new televisions that have advertising on them. They do not say when the next train is coming. I was wondering why that is not been added to the televisions or should be coming?* Yes, that should be coming and D. Nowicki will get back to S. Sutherland with the answer.

7. **INFORMATION SECTION (V. HOY)**

- ATU Local 569 Report (S. Litwinowich)
 - S. Litwinowich expressed his interest in the late night bus service being debated in Council last week. Some of the comments made were of interest to S. Litwinowich as there are many new areas under construction in the City that do end up with transit service because the general contractors of the new areas pay for this service for the first year or two. S. Litwinowich will wait and see how this comes out once the late night service report comes back to Council in April.
 - Last month where S. Litwinowich commented about the construction on 101 Street and Jasper Avenue not being wide enough for the buses to pass through, this has now been rectified and the widths are back to 3.55 metres so the buses can clearly drive through without an event.
- ETSAB's 2012 Annual Report Presentation to Transportation Committee

- V. Hoy attended the Transportation Committee's (TC) March 13th, 2013 meeting to speak to ETSAB's 2012 Activity Report.
 - The TC members thanked V. Hoy on behalf of the ETSAB members for their efforts and work on this Advisory Board. It was noted that ETSAB 20th anniversary will be next year.
 - TC members did not ask V. Hoy any questions.
 - V. Hoy outlined ETSAB's new Sub-Committees and the fact that the work plan was beneficial and working well.
 - V. Hoy reinforced the fact that ETSAB did not want to see the amended Bylaw until it is worked into the City Policy framework.
- Office of the City Clerk Recruitment Timing Dates
 - V. Hoy received an email from V. Gunderson from the Office of the City Clerk regarding the possible change to Recruitment timing and term dates of civic agencies because this responsibility happens at the same time as Council is working on budget deliberations. The Office of the City Clerk (OCC) is investigating the possibility of moving the annual fall recruitment campaign by combining those activities with the recruitment campaign held for some agencies in the early spring. The OCC is recommending that terms be changed from the calendar year, to commencing May 1st and ending April 30th. The OCC is looking for ETSAB's comments by March 26, 2013. V. Hoy stated that this would mean member's terms would end on April 30th instead of December 31st. D. Nowicki stated in terms of transition this would have to wait for City Council's approval but once it is approved the members whose term would be ending this year, for example, would continue on to the end of April, if the member is willing to continue volunteering the additional four months.
 - ❖ Questions/Comments
 - (BR) *How would this affect ETSAB's work plan?* D. Nowicki stated that Administration's understanding based on the conversations held with OCC in terms of the annual report, Boards will have some flexibility when they wish to bring that forth, so if they choose to change the calendar for your term then ETSAB may want to reconsider when the annual report should be brought forth. One thing that isn't changing at this time is when Council and the new Committees come on board. So every October they cycle through and ETSAB would want to balance this schedule and their new terms with the appropriate time for their reporting. Look at ETSAB's term and when you think it would be best to bring forward an annual report based on the Committee's cycle. Right now you will be presenting your work plan in front of the new committee in October and ETSAB may want to continue this as there is some merit to having the new Transportation Committee members approve your annual work plan.
 - (JV) *They want to do this in 2013?* It would happen when they pass the motion. It depends if this Council wants to deal with this issue or defer it to the next Council to deal with. Then in that case it will not happen until a later date.

MOVED BY: J. Hayes/J. Vandenbeld to send a communication to the OCC that supports

the principle of changing the terms from May to April.

CARRIED

• CUTA Delegate

Motion
Approved

- D. Nowicki circulated to each member an overview of the criteria for selecting a delegate to represent ETSAB at the CUTA Conference.
- D. Nowicki explained the criteria that are used and some of the understandings of this procedure, as well as some exceptions.
- D. Nowicki stated if there is more than one member who meets the criteria interested in attending the conference then it is determined by a random draw.
- There are two conferences being held in 2013, one in St. John's, Newfoundland Labrador from June 1-5, 2013 and the second being held in Calgary, Alberta from November 23-27, 2013 which includes a trade show.
- Questions/Comments
 - ❖ *(JV) J. Vandenberg attended the CUTA Conference in the fall of 2011 and found it to be very useful. For selection criteria, number 5, what this Board has done previously is if more than one member meets the criteria each member who expressed an interest made a case for them and then the Board voted on it. This is more appropriate than a random draw. J. Vandenberg thinks the Board should determine who is best suited to go to these conferences. D. Nowicki does not recall a vote by the Board, however, this is up to the Board to make that choice how to select the conference attendee.*
 - ❖ *J. Hayes cannot remember any Board member attending the spring CUTA conference since he has been on ETSAB. Other than the trade show, both conferences are very useful.*
 - ❖ *The Board members made a decision not to send a delegate to the spring Conference in St. John's. This item will be brought forward at the August, 2013 meeting.*

• Luncheon with Transportation Committee Members (V. Hoy)

- Councillor Sohi was the only Councillor present for this luncheon, which was really unfortunate since three Councillors had indicated they would attend. There were quite a few Board members that attended from ETSAB and V. Hoy thanked the members who took the time to attend the luncheon.
- Questions/Comments
 - ❖ *B. Robertson commented that Councillor Sohi was very forthcoming and felt that this luncheon session was one of the most useful that he had attended. Councillor Sohi was very honest and his position was very useful.*
 - ❖ *A decision was made to remove the date of August 21, 2013 as a potential date for a luncheon with TC being that the timing would be too close to the election preparation.*

8. TOPIC(S) OF THE NIGHT

- Smart Bus Presentation.

MOVED: by B. Robertson/A. Mannix to adjourn the March 25, 2013 ETSAB Meeting at 7:40 pm.

CARRIED

Next meeting: Monday, April 29, 2013 in the Heritage Room, City Hall

Motion
Approved

MEETING DATES

~~January 19, 2013~~
~~January 28, 2013~~
~~February 25, 2013~~
~~March 25, 2013~~
April 29, 2013
May 27, 2013
June 24, 2013

July 22 (3rd Monday), 2013
August 26, 2013
September 30, 2013
October 28, 2013
November 13 (Wednesday), 2013
December 16, 2013
January 18 (Saturday), 2014