

EDMONTON TRANSIT SYSTEM ADVISORY BOARD
MEETING #8, AUGUST 25, 2014
RIVER VALLEY ROOM, CITY HALL

PRESENT: Amy Mannix, Shannah Sutherland, Bruce Robertson, Varinder Bhullar, Izak Roux, Anand Pye, Vladislav Slavov, Robert Macklon

REGRETS: Vaughan Hoy, Mariah Samji, Christopher Dulaba, Steve Bradshaw (ATU 569)

ETS AND CITY STAFF: Victoria Gunderson (Manager, Civic Agency Governance), Patricia Waisman (Project Design and Development), Victoria Luxton (Recording Secretary)

1. CALL TO ORDER

- B. Robertson called the meeting to order at 5:38 pm.

2. AGENDA REVIEW (B. ROBERTSON)

- Move Public Security from Item No. 9 to Item No. 4.
- Add Process for Replacement Board Member between Item No. 4.
- No objections were noted. Agenda is passed.

3. APPROVAL OF THE JUNE 23, 2014 MINUTES (A. MANNIX)

- Add Board Member name Varinder Bhullar to the Present List.
- Minutes are passed.

4. ETSAB PRIORITY PROJECTS FOR 2014 – PART 1 (B. ROBERTSON)

- Governance (Bylaw) (V. Gunderson):
 - V. Gunderson gave the Members a quick background overview of why the Bylaw is changing
 - It was decided to in A. Kaplan to ETSAB's September Meeting to further discuss ETSAB's bylaw to streamline the process.
 - The Bylaw will be voted on in ETSAB's September meeting.
- Replacement Board Member (V. Gunderson):
 - If ETSAB decides that they would like a new Board member, the Office of the City Clerk (OCC) will look at the applications on file and will talk to the Transportation Committee (TC) about the candidates that they have already interviewed. If a suitable candidate cannot be found then it will wait until the next yearly recruitment campaign.

Moved by: B. Robertson/A. Pye to request the OCC to locate ETSAB a replacement Board member from the existing applications they have on file. <u>CARRIED</u>

Motion
Approved

- Marketing (A. Mannix):
 - An action item for the Marketing Committee to bring forward a letter on Route 747 promoting more ridership to the Board for approval and then submission to Administration and TC.

- Public Security (I. Roux):
 - The Security Report (approved in March, 2014) together with a cover letter to be submitted to Council.

Moved by: B. Robertson/S. Sutherland to draft a letter to be approved by fast action to be attached to the updated Public Security Report from March 2014 to be forwarded to Administration and TC by September 16, 2014.

Motion
Approved

CARRIED

5. **MANAGER'S REPORT (P. WAISMAN)**

- P. Waisman discussed and answered questions on the August Manager's Report.

6. **DISCUSSION SECTION – PART 1 (B. ROBERTSON)**

- Valley Line LRT Comment:
 - B. Robertson will be changing Fast Action Draft Letter on Valley Line LRT written by M. Samji by moving some of the information around.

Moved by: B. Robertson/S. Sutherland that B. Robertson will by fast action send this updated draft Valley Line LRT letter to all members by August 29, 2014 approval by approved by September 5, 2014.

Motion
Approved

CARRIED

7. **INFORMATION SECTION PART 1 (B. ROBERTSON)**

- Escalators:
 - There was a short discussion on the report supplied to ETSAB on the escalators and ETSAB questions pertaining to this report because of the impact these escalators have on service levels.
 - P. Waisman will get back to ETSAB on the answers to their questions on the escalators report.
 - This issue surrounding the escalators has been long standing when S. Sutherland initially addressed this topic with Administration in September, 2013.

8. **ETSAB PRIORITY PROJECTS FOR 2014 – PART 2 (B. ROBERTSON)**

- Transit Planning (C. Dulaba):
 - No report.
- Governance (A. Pye):
 - A. Pye prepared a document: "Policy, Procedures and Conduct Manual" which was emailed to all ETSAB members. A. Pye is looking for members' feedback and comments on this document.
- Public Security (I. Roux):
 - I. Roux had a conversation with S. Bradshaw from Local ATU 569 and he is available in either September or October, 2014 to the Board.

8. **INFORMATION SECTION – PART 2 (B. ROBERTSON)**

- ATU Report update from ATU 569 President (S. Bradshaw):
 - No report.

- ETSAB Web Site – Google Drive (P. Waisman):
 - There should be a contact from ETSAB.
 - Administration would provide administration support so would require a business case – this is the reason why we adopted Google Drive or Drop Box.
 - A. Pye will send a one page business case.

- Isabelle Ford Letter (B. Robertson)
 - R. Macklon will draft a letter to I. Ford.
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7. TOPIC OF THE NIGHT (A. MANNIX)

- Retirement:
 - Our secretary, Vicki Luxton, is retiring from her position with the City of Edmonton. We thank her for her many years of service to the board and wish her well on her retirement.
- Bylaw Review:
 - The Board received a new set of draft amendments to the ETSAB bylaw to comment on by a representative from the Office of the City Clerk. We hope this review can be concluded shortly since it has continued over several years now.

MOVED: by V. Slavov/M. Samji to adjourn the August 25, 2014 ETSAB Meeting at 8:05 pm. **CARRIED**

MEETING DATES

January 18, 2014	August 25, 2014
January 27, 2014	September 29, 2014
February 24, 2014	October 27, 2014
March 31, 2014	November 12, 2014 (Wednesday)
April 28, 2014	November 17, 2014 (3 rd Monday)
May 26, 2014	December 15, 2014 (3 rd Monday)
June 23, 2014	January 17, 2015 (Saturday)
July 28, 2014	