

RESULTS / MINUTES “FINAL”
(ETSAB) Edmonton Transit System Advisory Board
Monday, January 26th, 2015
5:30PM – 8:00PM
Heritage Room, City Hall
Meeting No. 15.01

Results prepared by Carissa Campbell

Present:

Robert Macklon, Amy Mannix (Deputy-Chair), Anand Pye, Bruce Robertson (Chair), Izak Roux, Mariah Samji, Vladislav Slavov.

Regrets:

Varinder Bhullar, Christopher Dulaba, Vaughan Hoy, Shannah Sutherland, Laurie Young.

ETS & City Staff:

Varjinder Chane (Presenter / Senior Transit Analyst), Thareesh Kariyawasam (Presenter / General Supervisor, Policy Implementation and Evaluation Transportation Services), Steve Bradshaw (President, ATU 569), Lorna Stewart (Director of Customer Experience & Innovation), Glen Dennis (City Administration), Cliff Henson (City Administration), Patricia Wasiman (Staff Liaison), Carissa Campbell (Recording Secretary).

Materials & Attachments:

- **Material Package:**
 - Agenda
 - Minutes from December 16th, 2014
 - Park & Ride Presentation
 - Branch Highlights Report
 - CUTA Spring Conference Overview
 - CUTA Fall Conference Overview
 - DATS Customer Intake Model Report

1. CALL TO ORDER

- B. Robertson called the meeting to order at 5:45PM.

2. AGENDA REVIEW

DECISION

MOVED: *by B. Macklon & M. Samji that the agenda from January 26th, 2015 is approved.*

CARRIED

MOTION CARRIED

3. PRESENTATION FOLLOWED BY Q&A

INFORMATION

Park & Ride Presentation

V. Chane

- Park & Ride was presented by V. Chane, Transportation Planning. Report was from November 2014. Discussed current Park & Ride capacity & utilization. Staff go out to each location and complete counts on parking utilization, then trends are reviewed.

- Vehicles are counted three times a year on Wednesday & Thursdays, 6:00AM, 7:00AM, 8:00AM, and 10:00AM to capture different levels of demand.
- Fall and Spring have higher demand vs. Summer. Lower demand in summer can be derived from higher levels of vacation, students out of school, walkability, etc.
- This report and other reports can be found on the City of Edmonton website.
- 8 Park and ride sites, 5 adjacent to 4 LRT stations. LRT Stations are 2 at Clareview, 1 Belvedere, 1 Stadium, 1 Century Park. Remaining 3 are Meadows Transit Centre, Lewis Farms Transit Centre, and Eaux Claire Transit Centre.
- Capacity counts include the no charge parking, paid, carpool parking lot, disabled stalls. Does not include the kiss & ride area.
- Utilization rates vary from 60% - 100%+ depending on time of day and location.
- Paid parking is setup with a monthly paid pass. There is currently a waiting list at some lots.
- Underutilization of the paid parking can be connected to such factors as time of use of the paid parking. For example not all people work a standard 9-5 weekday job.
- There is no onetime or daily parking fee at this time. ETSAB felt this may be beneficial to introduce in the future.
- Century Park's Park & Ride future plans – to go to Council March 2015 for review. The City currently has the option to extend the terms of the Park & Ride to 2020 at this location.
- Survey was completed years ago to determine the composition of users by recording license plate data.
- Edmonton's Park & Ride stats have not been compared to Calgary's Park & Ride stats.
- Bicycle parking is set aside on the Park & Rides. Approximately 350 total. 200 on LRT, 150 at transit centres.
- Questions regarding strategic planning of Park & Ride were asked to be carry-forward to next meeting to discuss during the presentation on Park & Ride – Strategic Planning.
- Public consultation process for Park & Ride. Can be addressed at the February 2015 meeting with a presentation.
- Q&A Session ensued between the presenter and ETSAB members.

4. APPROVAL OF MINUTES	DECISION
Approval of December 16, 2014 Minutes	B. Robertson & A. Mannix
<p><i>MOVED:</i> by M. Samji & B. Macklon that the December 16th, 2014 minutes are approved with the correction of Section 4's movement to state "by M. Samji & A. Pye that the November 17th, 2014 meeting minutes are approved".</p> <p><u>CARRIED</u> <u>MOTION CARRIED</u></p> <ul style="list-style-type: none"> • August 25th, 2014 minutes to be amended to state that M. Samji was present. 	

5. REQUEST FOR APPROVAL: ETSAB PRIORITY PROJECTS FOR 2014, PART 1		DECISION
Governance (Policy & Procedures, Code of Conduct)		A. Pye
<ul style="list-style-type: none"> Two part request with the Policy & Procedures, Code of Conduct draft. It has now been approved in principle. V. Gunderson has reviewed and provided suggestions regarding the fast action process. A. Mannix to also provide recommendations to amend. 		
Bus Rapid Transit		A. Pye
<ul style="list-style-type: none"> Need to identify research that would help strengthen the position paper – review the previous research by the City of Edmonton and research from other civic transit systems. 		
Park & Ride		B. Robertson
<ul style="list-style-type: none"> Important to have a Park & Ride Committee formed by the next general ETSAB Meeting in February 2015. Discussion regarding the formation of the Park & Ride Committee Members. Members who shared interest in forming the committee were the following: M. Samji (Chair), V. Slavov, I. Roux, A. Pye, A. Mannix. Focus is needed as Council may ask for input and recommendations for Park & Ride in the future. 		

6. UPDATES: ETSAB PRIORITY PROJECTS FOR 2014, PART 2		INFORMATION
Marketing (747)		A. Mannix
<ul style="list-style-type: none"> Letter presented to Edmonton Transit System's Administration, Councillors and the Edmonton International Airport with 747 recommendations and suggestions. 		
Low Income Transit Pass Update		B. Robertson
<ul style="list-style-type: none"> ETS currently working with Community Services on how to distribute the passes. B. Robertson would like to continue to oversee. Possibility of the Low Income Pass going to Council in March 2015. If so, a Fast Action may be required at the February 2015 meeting. 		
Bylaw Revision Update		B. Robertson
<ul style="list-style-type: none"> Change of status of the ATU representation in the ETSAB bylaw from Ex-Officio to Liaison. The Office of the City Clerk has asked ETSAB to have a meeting with ATU to discuss the proposed changes. Change proposed from Ex-officio to a Liaison role. ATU felt Ex-Officio provides more 		

- opportunity for input, if needed.
- Expected to be reviewed in March 2015 by Council.

7. TRANSIT BRANCH MONTHLY REPORT	INFORMATION
January 2015	P. Waisman
<ul style="list-style-type: none"> • Budget – will move to a multi-year operational budget. For 2016-2020 will be the first 4 year budget. It will coincide with the City elections. Budget reporting will still occur on a yearly basis. • ETS Go Live update provided by L. Stewart. Overall well received by the public. • In regards to escalator maintenance, there was discussion relating to the decision to Fast Action to provide suggestions to the Escalator Report. It was determined as a group to not fast action. 	

8. CUTA SPRING 2015 CONFERENCE	INFORMATION
<ul style="list-style-type: none"> • Discussion regarding both the CUTA Spring & Fall 2015 Conferences. Interest was asked for both events. I. Roux and V. Slavov showed interest in Spring 2015. M. Samji had interest in attending Fall 2015. • In past years, focus was on the Spring Conference. Did not attend the Fall. • Advised that further information can be found on the upcoming events on the CUTA website. 	

10. INFORMATION SECTION INFORMATION	INFORMATION
2015 Retreat	B. Robertson
<ul style="list-style-type: none"> • Date of the retreat confirmed for February 28th, 2015 at Commonwealth Stadium. 	
Shared Drive Access	A. Pye
<ul style="list-style-type: none"> • Will be beneficial for records management and internal research purposes. • C. Campbell and A. Pye drafted the business plan for Shared Drive Access. • Google drive would be a supported platform by the City as opposed to Dropbox which is a program the City does not regularly use. • Determined it would be beneficial to have an information session once the program launches to introduce members to Google Drive. • Agreed to move forward finalize plan in March 2015. 	
Facility Tour Arrangement	A. Mannix
<ul style="list-style-type: none"> • The tour will take place this coming Thursday to tour the downtown LRT stations along 	

with the new Nait LRT line. B. Macklon, V. Slavov, M. Samji, A. Pye, A. Mannix and B. Robertson are confirmed to be attending.

- Q&A period will be provided during the tour at the Security Centre.

DAG Update

R. Macklon

- DATS is currently working on the new I-Book password for facilities and bookings. Each client will have a login and password to book trips online.
- Ridership numbers for 2014 were approximately 940,000, 4% increase from 2013.

ATU 569 Update

S. Bradshaw

- Early January 2015 the four coalition unions had a similar deal that was ratified.
- Updated agreement to be reviewed and ratified by City Council.

11. BOARD ELECTION FOR 2015

DECISION

Chair

P. Waisman

- Nominations and elections held.
- New Chair is I. Roux – to take effect February 1, 2015.

Deputy Chair

P. Waisman

- Nominations and elections held.
- New Deputy-Chair is A. Pye – to take effect February 1, 2015.

- P. Waisman thanked past Chair and Deputy Chair for their commitment and passions that they brought to their roles.

12. TOPIC OF THE NIGHT

DECISION

January 2015

A. Mannix

- Thank-you to both B. Robertson, Chair & A. Mannix, Deputy Chair for their service over the last year.
- Welcome I. Roux, as the new Chair and A. Pye, as the new Deputy Chair.

Next Meeting Information:

Date: Monday, February 23, 2015
Time: 5:30PM – 8:00PM
Location: Heritage Room, City Hall

APPROVAL

February 23, 2014:
Minutes approved at ETSAB meeting.

Annual Meeting Dates:

January 26th, 2015
February 23rd, 2015
March 30th, 2015
April 27th, 2015

May 25, 2015
June 29, 2015
July 27, 2015
August 31, 2015

September 28, 2015
October 26, 2015
November 30, 2015
December 28, 2015