

RESULTS / MINUTES “FINAL”
(ETSAB) Edmonton Transit System Advisory Board
Monday, February 23rd, 2015
5:30PM – 8:00PM
Heritage Room, City Hall
Meeting No. 15.02

Results prepared by Carissa Campbell

Present:

Shannah Sutherland, Laurie Young, Bob Macklon, Varinder Bhullar, Vaughan Hoy, Amy Mannix, Izak Roux (Chair), Anand Pye (Deputy-Chair), Bruce Robertson, Chris Dulaba, Mariah Samji, Vlad Slavov.

Regrets:

Steve Bradshaw (President, ATU 569).

ETS & City Staff:

Stephanie McCabe (Presenter / Director, Policy Implementation & Evaluation), Lorna Stewart (Director of Customer Experience & Innovation), Glen Dennis (City Administration), Cliff Henson (City Administration), Patricia Waisman (Staff Liaison), Carissa Campbell (Recording Secretary).

Materials & Attachments:

- **Material Package:**
 - Agenda
 - Minutes from January 26th, 2015
 - Branch Highlights Report
 - 747 Letter Response from ETS
 - Budget (With Paid Time)

1. CALL TO ORDER

- Call to order at 5:35pm.

2. AGENDA REVIEW

DECISION

- Topic of the Night to be changed from A. Mannix to A. Pye.
- Add item “Sub-Committee Discussion” to Section 9 “Information Section.”

MOVED: *by B. Macklon & seconded by V. Hoy to approve the February 23rd, 2015 agenda.*

CARRIED

MOTION CARRIED

3. PRESENTATION FOLLOWED BY Q&A	INFORMATION
Park & Ride Strategy (Transportation Planning)	S. McCabe
<p>Introduction:</p> <ul style="list-style-type: none"> Stephanie McCabe, Director of Policy Implementation & Evaluation Section to present the Park & Ride Strategy (Transportation Planning) focusing on coverage and access with Public Transportation. The group will be leading the Park & Ride and Transit strategy. This will be based on consultation with a number of stakeholders. Motion from Council during budget for Administration to provide a report with an over-arching strategy for park and ride locations. S. McCabe circulated mapping of potential Park & Ride locations. <p>History & Background of Park & Ride:</p> <ul style="list-style-type: none"> C554 adopted by City Council in October of 2009: <ul style="list-style-type: none"> Addressed application, location, access, Park & Ride design, potential parking fees. Outlined with issues relating to operation and maintenance, capital and operating cost. Intent was to reduce roadway congestion and increase transit ridership. Targets trips to downtown and the university by incepting commuter trips and to accommodate travel to special events. When looking for a Park & Ride location, according to the policy, is to be connected via direct transit service to a major workplace attraction, total travel time to be competitive to the automobile, located in areas where there is frequent transit service during peak times, and limited back-tracking. Focus on TOD mix to increase ridership. For new locations look to be near LRT stations or transit centres. Should be outside the inner ring road. At least 8 kilometres from downtown or the university (North Campus) of Alberta and intensive development is not anticipated. <p>Next Steps:</p> <ul style="list-style-type: none"> Discussion Park & Ride Strategy should not be updated until the Transit Strategy is finalized. Transit Strategy is in a preliminary stage. Timeline is approximately 2 years planning and then implementation. Transit Strategy has two parts: how to delivery transit as a whole and implementation. Anticipated the report to go to Transportation Committee in June 2015. S. McCabe welcomes coming back to ETSAB prior to June 2015 to provide updates to the progress of the report. Household travel survey to be completed Fall 2015. Q&A session ensued. 	

4. APPROVAL OF MINUTES	DECISION
Approval of January 26 th , 2015 Minutes	I. Roux
<ul style="list-style-type: none"> Section 4 “Approval of December 16, 2015 Minutes” to read as follows: 	

- August 25th, 2014 minutes to be amended to state that M. Samji was not present.

- **Section 6 “Bylaw Revision Update” to read as follows:**

- Change of status of the ATU representation in the ETSAB bylaw from Ex-Officio to Liaison.

MOVED: *by V. Slavov & seconded by M. Samji that the minutes from January 26th, 2015 are approved with the above noted amendments to be incorporated.*

CARRIED

MOTION CARRIED

5. REQUEST FOR APPROVAL:

ETSAB PRIORITY PROJECTS FOR 2014, PART 1

DECISION

Governance (Policy & Procedures, Code of Conduct)

A. Pye

- A. Pye to defer to A. Mannix.
- A. Pye & A. Mannix to discuss who is to update the section on the reporting to Council in the document.
- To be reviewed and approved at the next board meeting.

Park & Ride (Terms of Reference)

M. Samji

- Scheduling issues with the subcommittee. Did not meet in February 2015.
- M. Samji to send out meeting dates for the subcommittee meetings.

ETSAB Bylaw

A. Pye

- To be reviewed by Council on April 22, 2015.
- Discussion regarding listing of ATU representation to be classified as Ex-Officio or Liaison.

MOVED: *To stand by the union representation that was displayed in the proposed ETSAB Bylaw approved by ETSAB in November 2014.*

CARRIED

MOTION CARRIED

6. UPDATES: ETSAB PRIORITY PROJECTS FOR 2014, PART 2

INFORMATION

Low Income Transit Update

B. Robertson

- Going to Transportation Council on April 22, 2015.

Bus Rapid Transit

A. Pye

<ul style="list-style-type: none"> • Scheduling issues with subcommittee meeting. Did not meet in February 2015. • Discussion regarding Bus Rapid Transit and information that may be able to go into the final report. 	
ETSAB Retreat Update	I. Roux
<ul style="list-style-type: none"> • Retreat is this upcoming Saturday. Attendance of all members is encouraged. There will be a facilitator to support the process. • Discussion regarding the intention and purpose of the Annual Retreat. 	
Public Art White Paper	V. Hoy
<ul style="list-style-type: none"> • To review how public art can be incorporated into transportation / ETS stations, including new and existing locations. • Six part report with an executive summary included. • M. Samji asked that others who share interest in this group to please contact her. 	
Transit Facility Tour	A. Mannix
<ul style="list-style-type: none"> • Discussion regarding the transit facility tour that occurred in January 2015. • Provided feedback and made recommendations on the experience. 	

7. TRANSIT BRANCH MONTHLY REPORT	INFORMATION
February 2015	P. Waisman
<ul style="list-style-type: none"> • Discussed the Transit Branch Monthly Highlight attachment. • Ridership increase over last year. • DATS to celebrate its 40th year of service. • Escalator Report to go to Council on February 25th, 2015. • ETS Live to Go App is being further marketed. • Discussion relating to Safety & Security. 	

8. CUTA CONFERENCE DECISION	DECISION
<ul style="list-style-type: none"> • Further information was distributed on the Spring & Fall 2015 conference. • Discussion on the need to determine which conference to go to (Spring or Fall), and whom will attend. • Members of interest: I. Roux, V. Slavov, M Samji. • To carry-forward decision to next meeting. 	

9. INFORMATION SECTION		INFORMATION
DAG Update		R. Macklon
<ul style="list-style-type: none"> • April 28th will be DATS' 40th Year Anniversary. Events planned in celebration, such as the Fall 2015 Open House. • Discussion on the No Show Policy. Annual statistics: 1,500 warning letters, 350 second warning letters, 94 recommended suspensions, and 7 suspensions. • Bus Healer Kits (limited mobility signs) were shown and discussed. 		
ATU 569 Update		S. Bradshaw
<ul style="list-style-type: none"> • No update 		
Sub-Committee Discussion		B. Macklon
<ul style="list-style-type: none"> • Discussion regarding possibility of creating sub-committee annual schedules to ensure meetings occur on a regular / consistent basis. • To be discussed further at the Annual Retreat. 		

10. TOPIC OF THE NIGHT		DECISION
February 2015		A. Pye
<ul style="list-style-type: none"> • Farewell to Vaughan Hoy and congratulations on his retirement from the board. • V. Hoy's public art white paper. 		

Next Meeting Information:

Date: Monday, March 30th, 2015
Time: 5:30PM – 7:00PM, Annual work plan discussion and planning to follow
Location: Heritage Room, City Hall

APPROVAL

March 30, 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