

**RESULTS / MINUTES “FINAL”**  
**(ETSAB) Edmonton Transit System Advisory Board**  
**Monday, May 25<sup>th</sup>, 2015**  
**5:30PM – 8:00PM**  
**Heritage Room, City Hall**

**Meeting No. 15.05**

*Results prepared by Carissa Campbell*

**Present:**

Izak Roux (Chair), Anand Pye (Deputy-Chair), Amy Mannix, Gail Brown, Sean Lee, Shaminder Parmar, Syed Zaidi, Kristina Peter, Mariah Samji, Vlad Slavov, Robert Macklon, Steve Bradshaw (President, ATU 569),

**Regrets:**

None.

**Guests:**

None

**ETS & City Staff:**

Sarah Feldman (Project Manager, Transit Strategy), Stephanie McCabe (Director, Policy Implementation & Evaluation), Lyndsay Ward (Public Engagement Advisor), Lorna Stewart (Staff Liaison), Carissa Campbell (Recording Secretary), Cliff Henson (City Administration).

**Materials & Attachments:**

- **Material Package:**
  - Agenda
  - Minutes from April 20<sup>th</sup>, 2015
  - Branch Highlights Report
  - Update on the Metro LRT Line
  - Transit Strategy – Scope and Project Plan Update
  - Hand-out on Public Information Open House for the Northeast Transit Garage
  - Transit Strategy – Presentation to ETSAB

**1. CALL TO ORDER**

- Call to order at 5:30PM.

**2. WELCOME NEW MEMBERS**

**INFORMATION**

- A round table introduction of meeting was held.
- Welcome to Lorna Stewart as the new Staff Liaison to the Edmonton Transit System Advisory Board.

**3. AGENDA REVIEW**

**DECISION**

- Add to Item 6. Request for Approval, “Workplan & Activity Report”.
- Add to Item 5. Approval of Minutes, “Approval of Orientation Retreat Minutes”.
- Replace Item 8. Transit Branch Monthly report speaker from “P. Waisman” to “L.

Stewart.”

**MOVED:** by A. Mannix & seconded by A. Pye to approve the May 25<sup>th</sup>, 2015 agenda with the above noted amendments.

**CARRIED**

#### 4. PRESENTATION, FOLLOWED BY Q&A

#### INFORMATION

##### Transit Strategy (Engagement)

S. McCabe

- Sarah Feldman (Project Manager, Transit Strategy), Stephanie McCabe (Director, Policy Implementation & Evaluation), Lyndsay Ward (Public Engagement Advisor), presented on the Transit Strategy.
- Background information and overview was provided to introduce new members to the initiatives.
- The project will take until 2017-2018 to finalize and complete.
- Agreed for Transit Strategy to be reviewed on a regular basis at ETSAB meetings. Members asked to have information and materials to review in advance of the meetings. Q&A session ensued.

#### 5. APPROVAL OF MINUTES

#### DECISION

##### Approval of the Previous Meeting Minutes

I. Roux

- Remove A. Mannix from Present Members and add A. Mannix to Absent Members.
- Remove from Item 4 Request for Approval, Annual Workplan, and bullet 4 text except for 1<sup>st</sup> sentence.
- Switch motion in Agenda & Minutes sections.

**MOVED:** by A. Pye & seconded by A. Mannix to approve the April 20<sup>th</sup>, 2015 meeting minutes with the above noted amendments.

**CARRIED**

##### Approval of the Orientation Retreat Minutes

I. Roux

**MOVED:** by V. Slavov & seconded by S. Lee to approve the May 9<sup>th</sup>, 2015 Orientation Retreat Minutes.

**CARRIED**

6. REQUEST FOR APPROVAL: ETSAB PRIORITY PROJECTS FOR 2014, PART 1		DECISION
<b>Proposed Orientation Tour for New Members</b>		<b>I. Roux</b>
<ul style="list-style-type: none"> <li>Discussed having an orientation tour of ETS facilities, routes and transit centres for new and existing members.</li> </ul>		
<b>Summer Schedule</b>		<b>I. Roux</b>
<ul style="list-style-type: none"> <li>Discussed cancelling one Board meeting over the summer.</li> <li>Sub-committees to continue on as usual.</li> </ul>		
<b>MOVED:</b> <i>Approved to cancel the July 2015 ETSAB meeting.</i>		<b><u>CARRIED</u></b>
<b>Process – Information Sessions with Council</b>		<b>C. Campbell</b>
<b>MOVED:</b> <i>That L. Stewart &amp; C. Campbell provides two potential dates to meet with Council prior to the next Board meeting.</i>		<b><u>CARRIED</u></b>
<b>Workplan &amp; Activity Report</b>		<b>I. Roux</b>
<ul style="list-style-type: none"> <li>Discussed the 2015-2016 Workplan and 2014 Activity Report.</li> </ul>		
<b>MOVED:</b> <i>by M. Samji &amp; seconded by B. Macklon to approve 2015-2016 Workplan and the 2014 Activity Report.</i>		<b><u>CARRIED</u></b>

7. UPDATES: ETSAB PRIORITY PROJECTS FOR 2014, PART 2		INFORMATION
<b>Bus Rapid Transit</b>		<b>A. Pye</b>
<ul style="list-style-type: none"> <li>Subcommittee meeting occurred last week.</li> <li>Next meeting is tentatively scheduled for two weeks from today.</li> <li>Intention is to utilize the Google Drive for collaboration purposes in finishing the report.</li> <li>To be brought to the board for final review in August 2015.</li> </ul>		
<b>Park &amp; Ride</b>		<b>M. Samji</b>
<ul style="list-style-type: none"> <li>Discussed possibility of Fast Action to allow for presentation at the June 17<sup>th</sup>, 2015 Transportation Committee.</li> <li>Next steps will be to focus on bike infrastructure. The plan is to work towards a letter</li> </ul>		

to Council.

#### **Low Income Transit Pass**

**I. Roux**

- Transportation Committee approved the concept of the Low Income Transit Pass.
- Report will come out in October from Administration on details of implementation.
- This can be seen as a success for ETSAB.
- Will continue to monitor the progress and plan to be present at the Transportation Committee meeting when discussed.

#### **8. TRANSIT BRANCH MONTHLY REPORT**

#### **INFORMATION**

##### **May 2015**

**L. Stewart**

- Presented the COOL bus campaign trailer to members.
- Discussed Smart Bus project's installation progress.
- Google Transit real-time is being deployed as part of the Smart Bus project. It's expected to be available in the near future.
- More Downtown service changes to commence June 26<sup>th</sup>, 2015. Discussed the ETS Rodeo event to be held in June 2015. Extended an invitation to members to participate by driving an ETS bus.
- Opportunity for those member that like to drive a bus and they have to submit their names.

#### **9. INFORMATION SECTION**

#### **INFORMATION**

##### **DAG Update**

**R. Macklon**

- DATS recently celebrated its 40<sup>th</sup> year anniversary on April 28<sup>th</sup>.
- Bob circulated commemorative 40 year pins to members.
- Next part of the celebration will be an Open House that will occur in early 2016.

##### **ATU 569 Update**

**S. Bradshaw**

- Steve provide a brief overview of the role of the Union and their interest and relationship with ETSAB.

##### **Website Update**

**C. Campbell**

- Currently working on having all ETSAB members register for a Google email account.
- Once all members are registered for a Gmail address, C. Campbell will circulate an invite to give members access to the Google Drive.
- The Google drive is still a work in progress, as naming conventions still need to be cleaned up to make the search tool more efficient and effective.

Board Process	C. Campbell
<ul style="list-style-type: none"> <li>Board process explained: Two individuals plus the Deputy Chair and Recording Secretary meet after the meeting to prepare the agenda for the next meeting. The Deputy Chair oversees this process.</li> <li>All members asked to sign up for at least 2 board process meetings for 2015 – 2016. A sheet was circulated for members to fill out.</li> </ul>	

10. TOPIC OF THE NIGHT	DECISION
May 2015	A. Pye
<ul style="list-style-type: none"> <li>Discussion on the Transit Strategy.</li> <li>Welcoming of new members to their first general ETSAB meeting.</li> </ul>	

<p style="text-align: center;"><b><u>APPROVAL</u></b></p> <p style="text-align: center;"><b>June 29<sup>th</sup>, 2015 Meeting:</b> Minutes approved at ETSAB meeting.</p>	
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**Next Meeting Information:**

Date: Monday, June 29<sup>th</sup>, 2015  
Time: 5:30PM – 8:00PM  
Location: Heritage Room, City Hall

**Annual Meeting Dates:**

January 26 <sup>th</sup> , 2015	May 25, 2015	September 28, 2015
February 23 <sup>rd</sup> , 2015	June 29, 2015	October 26, 2015
March 30 <sup>th</sup> , 2015	July 27, 2015	November 30, 2015
April 27 <sup>th</sup> , 2015	August 31, 2015	December 28, 2015