

**EDMONTON TRANSIT SYSTEM ADVISORY BOARD**  
**MEETING #1, JANUARY 27, 2014**  
**HERITAGE ROOM, CITY HALL**

**PRESENT:** Christopher Dulaba, Gordon Smith, Izak Roux, Bruce Robertson, Amy Mannix, John Hayes, John Vandenberg, Leanne Landry, Vaughan Hoy, Anand Pye, Shannah Sutherland, Steve Bradshaw (ATU 569)

**REGRETS:** Cristina Stasia

**ETS AND CITY STAFF:** Troy Shewchuk (Acting Director, Research, Revenue and Expenditure Controls), Georgina Fairbank (Strategic Advisor), Victoria Luxton (Recording Secretary)

**1. CALL TO ORDER**

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

**2. FACILITY TOUR AND DISCUSSION (V. HOY)**

- **Background:**
  - In early the summer of 2012 the first bus/LRT facility tour was completed.
  - J. Hayes suggested that the bus tour should happen in the summer but an LRT tour could be held in the next two months as it is mostly indoors. The LRT tour also could be held in March followed by an LRT tour in June or July.
  - During the discussion at the Retreat the thought was to have a facility tour as an ETSAB annual event.
  - Date of tours will be determined at a later date.

**3. DRAFT 2014-15 WORK PLAN (V. HOY)**

- **Background:**
  - T. Shewchuk stated that the Board's Work Plan should be based on the calendar year beyond the appointments of new members at the end of April.
  - Discussion followed around making the work plan before the new members arriving to the Board, therefore, they would not be able to contribute to the work plan. An orientation is required for the new members and this was discussed as well.
  - List of ETSAB Committees for the first quarter of 2014:
    - 1) Long Term Fare Strategy Committee: Members are J. Vandenberg (Chair), A. Pye, J. Hayes, L. Landry, A. Mannix.
    - 2) Transit Modalities Committee: Members are J. Hayes (Chair), I. Roux, J. Vandenberg, B. Robertson, A. Pye.
    - 3) Public Safety and Security Committee: Members are I. Roux, V. Hoy, C. Stasia, S. Sutherland, A. Mannix
  - List of ETSAB Committees for the second quarter of 2014:
    - 1) Smart Card Payment System: Members TBD.
    - 2) Marketing Standing Committee: Members TBD.
    - 3) Governance Committee: Members TBD.
    - 4) Transit Planning Standing Committee: Members TBD.
    - 5) Public Safety and Security Committee: Members TBD.

- For the Transit Planning Committee it was decided to add Transit Oriented Development (TOD), Bus Rapid Transit (BRT) and Park ‘n Ride project under this Committee with each of these projects having their own Terms of Reference and deliverables.
- A draft Work Plan was completed which is attached to these minutes.

MOVED: \_\_\_\_\_ by A. Pye/S. Sutherland to strike Items 4 and 6, renaming Smart Card Committee to Payment System Committee, and moving TOD and Park ‘n Ride under Transit Planning Standing Committee. **CARRIED** Motion Approved

#### 4. **AGENDA REVIEW (V. HOY)**

- The following items were added to the agenda under Information Section:
  - Comprehensive Transit Service Review Work Shop under Item No. 6 (b).
  - C575 Policy- Proposed Changes to Agencies, Boards, Committees and Commissions – feedback is required by the Executive Committee on February 18, 2014 – No. 6 (c).
  - Report submission discussion – No. 6 (d).

MOVED: \_\_\_\_\_ by B. Robertson/J. Vandenberg to approve the January 27, 2014 amended agenda. **CARRIED** Approved Amended Agenda

#### 5. **APPROVAL OF THE DECEMBER 16, 2013 MINUTES**

- Change the second last bullet under Fare Structure and Payment System to read “There was very good discussion at this meeting and the Board decided to take these two reports to TC.” – A. Mannix.

MOVED: \_\_\_\_\_ by I. Roux/A. Pye to approve the amended December 16, 2013 minutes. **CARRIED** Motion Approved

#### 6. **(A) ETSAB PRIORITY PROJECTS FOR 2014**

- Marketing Standing Committee (J. Vandenberg/C. Stasia)
  - This group was scheduled to meet with N. Walters on December 18<sup>th</sup> but the meeting was cancelled. Another meeting has been scheduled for Monday, February 3, 2014 starting at 5:30 pm at Scotia Place and all Board members are welcome to attend this meeting. At this meeting the group members and administration would work together on an ad platform on a specific campaign based on what the group has recommended. If any Board members have suggestions prior to the meeting please bring them forward to promote good dialogue at the meeting.
- Long Term Fare Strategy (J. Vandenberg)
  - This Committee met on January 25, 2014 and one of the main objectives as articulated in the Terms of Reference to push towards a low income transit pass. It was decided at this meeting to develop an action plan. This group will be meeting subsequently to formalize the Terms of Reference with being in front of ETSAB next month to endorse and comment on this plan to put in front of TC in March. Members in attendance at this Committee meeting were J.

Vandenbeld, A. Pye, B. Robertson and J. Hayes.

- Fare Structure and Payment System (A. Mannix)
    - There are two reports going on the TC agenda on Wednesday, February 5, 2014.
    - There was some difficulty with getting the Board's recommendations on the City template and is going forward. A. Mannix notified Councillor B. Anderson that the report was coming and he indicated that he would look at it when it comes.
    - T. Shewchuk confirmed that the two reports were going forward without any changes. It has also been confirmed that the reports will be items one and two on the agenda. There will be questions as the reports have been flagged non-exempted.
    - It was confirmed that the Board members attending this TC meeting will be A. Mannix, B. Robertson and V. Hoy.
  - Public Security and Safety (I. Roux)
    - This group is finalizing their next meeting after which time they will come back to the Board with a summarized two page report on the work this committee has researched.
- 6. (B) COMPREHENSIVE TRANSIT SYTEM REVIEW WORK SHOP**
- Three ETSAB members attended this work shop: A. Pye, B. Robertson and V. Hoy (partial attendance).
  - Overview from A. Pye and B. Robertson
    - The presentation was very focused on a sub-set of transit service designs specifically that being transit route design. It had nothing to do with fares or access it was specifically about how to design good transit routes from the point of view of someone who is only concerned about the efficiency of those transit routes. B. Robertson is hoping there must be other parts to this on-going review that are addressing the other parts of what would make a comprehensive transit system review.
    - The consultant was trying to press upon Council that there is trade-off on ridership on one hand and coverage on another. There are two edges of the spectrum and somewhere in between is ideal.
    - The consultant's major point is administration needs better direction from Council to understand the trade off between ridership and coverage. Do you focus on the major routes or the feeder routes to the major routes?
    - Council has conflicting priorities – they want service everywhere, good service, as a social amenity at the same time ETS has a limited budget.
    - 'Frequency is freedom' is a concept the consultant referred to; looking at the total journey time, leaving the house and the time you arrive at work. The consultant emphasized that the City should have some high frequency routes that basically will get you from A to B with certainty. You do not need to plan your day around bus schedules. You walk there and there will be a bus there and it will take you to where you want to get to. This clearly has a cost to it.
  - Background
    - In the report to TC on September 25, 2013 the Comprehensive Transit System Review identifies the need to get direction from Council. This is one of the first meetings to start getting some direction around transit service.

**6. (C) C575 POLICY- PROPOSED CHANGES TO AGENCIES, BOARDS, COMMITTEES AND COMMISSIONS (V. HOY)**

- V. Hoy suggested that members look at the changes to this policy by the end of Wednesday, make comments and decide collectively through email with the idea of structuring a get together if required.
- There were favorable comments from the Board members overall on the proposed changes to the policy.
- The Board members will send there comments to T. Shewchuk and V. Luxton before the due date of February 18, 2014 to the Executive Committee.

MOTION: by J. Hayes/B. Robertson that should consensus develop that the ETSAB members wish to respond on one or more specific points of the changes to C575 Policy prior to February 18 that the Chair is empowered to draft that response as a fast action motion. **CARRIED**

Motion  
Approved

**6. (D) REPORT SUBMISSIONS (V. HOY)**

- Background:
  - There has been some dialogue between A. Mannix and the Office of the City Clerk (OCC) on the submission of two reports to Transportation Committee (TC).
  - These reports were submitted on January 15, 2014 to OCC and then the OCC wanted to edit these reports.
  - A. Mannix stated that the template that she used is normally used by administration to bring out items to get approved and the sticking point was OCC wanted to put the reports in the language that is normally used by administration and A. Mannix told OCC that plain language is what ETSAB wanted to use.
  - V. Hoy expressed his appreciation to A. Mannix on how she was able to turn this around.
  - A round table discussion followed with most members commenting and supporting A. Mannix's handling of this situation.
  - V. Hoy was concerned that ETSAB was being asked by administration to now turn around and reedit a document that the Board has spent a lot of time working through. V. Hoy is fine with change if it is necessary but starting to do that as things are passed up through the OCC that is not the place for the change to be communicated to the members. There should be appropriate respect back to the Board. If this is coming from Council and they need to put these things in these forms, they should be telling the Board.
  - J. Vandenberg made a suggestion to make this the Topic of the Night saying this is what happened to ETSAB.
  - J. Hayes congratulated A. Mannix for pushing back in that way as this is exactly what was needed. We are a creature of Council and not a subordinate to administration. Administration assists the Board but does not govern the Board. The Board is here to provide citizen input to TC and to Council but ETSAB is also here as a counter balance to the experts and to administration. It is a very valuable service that Council put ETSAB in to fulfill and somehow if we become subordinate to any part of administration and they start to control the members, 80% of ETSAB's purpose will go away.
  - G. Smith stated if you do not stick up for your principles so why have the Board

at all.

- S. Sutherland agreed with everything that has been said but what really upset her is the changing of ETSAB's words. If ETSAB's name is going to be attached to something that is going forward S. Sutherland wants it to be reflective of the Board.
- A. Mannix felt ETSAB was being treated as another part of administration and without recognition that this is a volunteer community Board.
- T. Shewchuk stated that V. Gunderson would be more than happy to meet with ETSAB to talk about typically how reports are written. To articulate if you want to put recommendations in a report these are suggestions as to how to do that not specific to a topic but to assist in writing the report.

MOTION: by J. Hayes/B. Robertson that the effectiveness format and content considerations of recommendations and reports from ETSAB to TC be a point of discussion for the Chair/Deputy Chair at the next luncheon meeting with the Transportation Committee. **CARRIED**

Motion  
Approved

## **7. MANAGER'S REPORT (T. SHEWCHUK)**

- Verification on New Board Members
  - Applications will be short listed on March 5<sup>th</sup>
  - Applicant reviews will be conducted March 19<sup>th</sup>
  - Appointment of the applicants will be by Council on March 26<sup>th</sup>
  - Orientation will be April, 2014 and the applicant's first Board meeting will be May 26, 2014.

## **8. INFORMATION SECTION (V. HOY)**

- ATU 569 Report (S. Bradshaw))
  - This is S. Bradshaw's first time at an ETSAB meeting although he has been an executive member for twelve years but never in this role. ATU 569 has just been through elections. S. Bradshaw has been around since the early 90's and retired about five years ago and now have come back in this role.
  - One of the union's primary concerns is the level of morale in Edmonton Transit. ATU 569 perceives it to be driven by a harsh disciplinary regime and this is going to be one of their targets as they move forward. The union is heading into negotiations so this issue surrounding the morale will be part of the negotiation. Some of the more broad issues they are concerned about are the Provincial Government pension initiatives. For our members directly it is a crucial issue which is part of the promise from the Provincial Government that they need to live up to. For the City these pension issues are going to compromise difficulty in attracting recruitment because people come here in many cases because there is a pension. ATU 569 has joined the coalition on pension reform headed up by the Alberta Federation of Labour. And has also joined the Public Interest Alberta in its handling of the P3 LRT because this union believes it is going to cost us more as tax payers.

## **9. TOPIC OF THE NIGHT (C. DULABA)**

- Reporting procedures for communicating to Transportation Committee.

MOVED: by J. Hayes/B. Robertson to adjourn the January 27, 2014 ETSAB Meeting  
at 8:15 pm **CARRIED**

Motion  
Approved

**MEETING DATES**

~~January 18, 2014~~  
~~January 27, 2014~~  
February 24, 2014  
March 31, 2014  
April 28, 2014  
May 26, 2014  
June 23, 2014  
July 28, 2014

August 25, 2014  
September 29, 2014  
October 27, 2014  
November 12, 2014 (Wednesday)  
November 17, 2014 (3<sup>rd</sup> Monday)  
December 15, 2014 (3<sup>rd</sup> Monday)  
January 17, 2015 (Saturday)