

**EDMONTON TRANSIT SYSTEM ADVISORY BOARD**  
**MEETING #4, APRIL 28, 2014**  
**HERITAGE ROOM, CITY HALL**

**PRESENT:** Vaughan Hoy (partial), Shannah Sutherland, Christopher Dulaba (partial), Gordon Smith, Izak Roux, Bruce Robertson, John Hayes, John Vandenberg, Leanne Landry, Cristina Stasia, Steve Bradshaw (ATU 569)

**REGRETS:** Amy Mannix, Anand Pye

**GUESTS:** Varinder Bhullar, Vladislav Slavov

**ETS AND CITY STAFF:** Andrew Anderson (Transportation Planning), Rhonda Toohey (Acting Branch Manager, Transportation Planning), Ken Koropeski (Acting Edmonton Transit Manager), Troy Shewchuk, (Acting Director, Research, Revenue and Expenditure Control), Clifford Henson (Divisional Supervisor of Bus Operations), Victoria Luxton (Recording Secretary)

**1. CALL TO ORDER**

- B. Robertson called the meeting to order at 5:30 pm.

**2. INTRODUCTION OF 2014-15 MEMBERS**

- B. Robertson introduced Varinder Bhullar and Vladislav Slavov, two incoming ETSAB Board Members.

MOVED: \_\_\_\_\_ by J. Vandenberg/I. Roux to approve new ETSAB Members V. Bhullar and V. Slavov to participate actively in the questions and discussion after this presentation. **CARRIED**

Motion  
Carried

**3. COMPREHENSIVE TRANSIT SERVICE REVIEW (CTSR)**

- This presentation updated ETSAB on Phase II of the CTSR – Asset Management and Service Delivery.

**4. PRESENTATION (B. ROBERTSON/T. SHEWCHUK)**

- B. Robertson acknowledged that this was the last meeting for the four retiring members G. Smith, J. Hayes, L. Landry and J. Vandenberg.
- T. Shewchuk thanked each member for their hard work and dedication to ETSAB on behalf of C. Stolte and Edmonton Transit.

**5. AGENDA REVIEW (B. ROBERTSON)**

- Add Item Debrief of CTSR meeting on April 23, 2014 under Information Section.
- No objections were noted. Agenda is passed.

**6. APPROVAL OF THE MARCH 31, 2014 MINUTES**

- No objections were noted. Minutes are passed.

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

- Transit Modalities (J. Hayes)
  - This Sub-Committee is planning to issue four modality reports over the next few months including:
    - ❖ Gondola, rapid bus/BRT, streetcar, water taxi

MOVED: \_\_\_\_\_ by J. Hayes/B. Robertson to extend The Transit Modalities Committee after May 1, 2014. **CARRIED**

Motion  
Carried

- Governance (Bylaw Review)(A. Mannix/B. Robertson)
  - The establishment of a Governance Sub-Committee is tasked with a Bylaw Review and the Code of Conduct.
  - Members are A. Mannix, B. Robertson, S. Sutherland, A. Pye (Chair)

MOVED: \_\_\_\_\_ by B. Robertson/I. Roux that the Governance Committee commence work on the Bylaw Review and Code of Conduct. **CARRIED**

Motion  
Carried

## 8. **ETSAB PROCESS AND POLICY (B. ROBERTSON)**

- Orientation Binder:
  - V. Luxton, J. Vandenbeld and B. Robertson have been putting together the Orientation Binder for the new members and should be completed in the next couple of weeks.
- ETSAB Format of Minutes:
  - According to the Office of the City Clerk (OCC) for the purpose of the Meeting Minutes is to capture what has been done or an action in the meeting and not what was said.
- ETSAB Sub-Committee Recording Form:
  - B. Robertson stated that Sub-Committee Chairs have been remiss in filling this form out and asked the Sub-Committee Chairs to complete them in the future and submit the completed forms to V. Luxton.
- ETSAB Code of Conduct
  - This will be handled by the Governance Sub-Committee.
- ETSAB Reporting Standards
  - This will be handled by the Governance Sub-Committee.

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

T. Shewchuk provided a condensed version of the Manager's Report.

## 10. **ETSAB PRIORITY PROJECTS FOR 2014 – PART 2**

### Long Term Fare Strategy (J. Vandenbeld):

- J. Vandenbeld stated that it has been an honour serving on this board and it has been one of the most rewarding endeavours in his life and recognized the ETS operators for their phenomenal service
- The Proposal to Introduce a Low-Income Transit report will be presented at the May 7, 2014 Transportation Committee by B. Robertson, J. Vandenbeld and A. Mannix.

### Public Safety and Security (I. Roux):

- Three types of changes were made to the Security Report:
  1. Specific changes required by specific motions

- 2. Broad revision of recommendations as per the motion to approve the report
- 3. Some non-motioned, but discussed changes (i.e. adding some reference/background material to the report)
- B. Robertson advised as per the fast action motion at the March meeting, I. Roux was required to email the report to all members for review.
- Marketing (C. Stasia):
  - C. Stasia and J. Vandenberg held a meeting on Thursday, April 24, 2014 to review the outstanding marketing issues that this group would like to pursue. C. Stasia will chair this group upon J. Vandenberg's departure.

Transit Planning (C. Dulaba):

- NLRT and SE LRT Update Presentation proposed date is Wednesday, May 21, 2014.

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

ATU Report – update from ATU 569 President (S. Bradshaw)

- S. Bradshaw stated they were in the midst of negotiations with the transit and DATS operators. One of the important items coming up in the coming months is their concern over assaults on operators. ATU 569 will be in Ottawa for two days next month lobbying senators and MPs about stiffening penalties for assailants of operators.

Income Tax Declaration of Transit Passes (T. Shewchuk):

- Board members receiving monthly transit passes are a taxable benefit; therefore T4s will need to be issued.
- Individual Board members will need to confirm if they wish to continue to receive passes.

Debrief Comprehensive Transit Service Review Meeting on April 23, 2014 (B. Robertson)

- B. Robertson stressed that the CTSR is something that ETSAB really needs to stay on top of and should have a voice on this. A task group should be formed in May to stay well connected to this topic.

**12. TOPIC OF THE NIGHT (A. MANNIX)**

Thanks were extended to the four retiring and welcome to the four new Board members.

MOVED: by G. Smith/J. Hayes to adjourn the April 28, 2014 ETSAB Meeting at 7:55 pm. **CARRIED**

Motion  
Carried

**MEETING DATES**

~~January 18, 2014~~  
~~January 27, 2014~~  
~~February 24, 2014~~

August 25, 2014  
September 29, 2014  
October 27, 2014

~~March 31, 2014~~

~~April 28, 2014~~

May 26, 2014

June 23, 2014 (3<sup>rd</sup> Monday)

July 28, 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)