



FINAL Meeting Minutes

Monday, August 26, 2024

6:00pm - 8:00pm Board Meeting Hybrid

Meeting No. 24.08

Prepared by Christy McKenzie

Members Present:

Emily Batty (Chair), Joshua Jackman, Zohra Jabeen, Bailey Gerrits, Eugene Masahkwe, Maria Owczarek, Rebecca Hardie, Lexi McFarlane, Shalene Williams, Ken Kirk

Regrets:

Mudasser Seraj (Vice Chair), Steve Bradshaw (President, ATU 569)
 Councillor Erin Rutherford, ETSAB Council Advisor
 Tammy Bittner, Administrative Assistant, Transit Planning, Ridership and Revenue

City of Edmonton Staff:

Marc Lachance, ETS Staff Liaison
 Christy McKenzie, A/ETSAB Admin Support
 Fahim Rajabali, Senior Auditor, Office of the City Auditor
 Jason Solowan, Deputy City Auditor, Office of the City Auditor

Materials & Attachments:

- Land Acknowledgement
- Meeting Agenda and ETS Branch Highlights Report
- DRAFT Meeting Minutes - July 29, 2024
- DRAFT Fare Evasion Policies Letter

CALL TO ORDER 6:00 PM Land acknowledgement	E. Batty Board Member
Agenda Review	DECISION
<i>MOVED: by E. Masahkwe seconded by B. Gerrits to approve the Aug 26, 2024 agenda as presented.</i>	
<u>CARRIED</u>	
Meeting Minutes Review	DECISION
<i>MOVED: by R. Hardie, seconded by K. Kirk to approve the July 29, 2024 minutes as presented.</i>	
<u>CARRIED</u>	
Presentation: Office of the City Auditor DATS Audit Engagement Session	Jason Solowan Fahim Rajabali
<i>MOVED: by R. Hardie, seconded by L. McFarlane to approve moving the engagement session to in private. E. Batty requested the motion, confirming that this Agenda Item can be moved to go in private subject to Sections: 23 (local public body confidences) and 24 (advice from officials) of the Freedom of Information and Protection of Privacy Act.</i>	
<u>CARRIED</u>	

New Business/Updates:
<p>a) Councilor Emerging Issues Update (Councillor E. Rutherford)</p> <ul style="list-style-type: none"> n/a <p>b) Coordination of Bi-Annual Luncheon with Councillors (E. Batty)</p> <ul style="list-style-type: none"> E. Batty noted that the Board is due for the second of two luncheons held annually with Councillors during an Urban Planning Committee meeting day. Members can expect an invitation to the luncheon (arranged by the ETSAB Admin Support) after the Organizational Meeting, scheduled on October 22, 2024. The Civic Agencies Team will notify ETSAB Administration regarding the Councillor Advisor to the ETSAB for the 2024-2025 term. <p>c) September General Meeting Date (E. Batty)</p> <ul style="list-style-type: none"> Due to the statutory holiday (Truth and Reconciliation Day) falling on the last Monday of the month in September (September 30, 2024), the members were in agreement to hold the Monthly General Board meeting on the 4th Monday of the month (September 23, 2024).

Working Groups/Sub-Committees	
Fare Evasion Policies Letter for Approval	E. Batty
<ul style="list-style-type: none"> E. Batty requested a motion to approve the draft letter. E. Masahkwe inquired about the feasibility of proof of payment technology (validators) on board LRVs. M. Lachance confirmed that the wifi connectivity in tunnels would need to be in place before this could be considered, and this work is in progress with no known ETA. J. Jackman requested data on the fare evasion ticketing program such as the number of tickets issued in a fiscal year compared with the number of paid tickets and the revenue generated from the ticketing program. M. Lachance confirmed that the tickets were issued and paid to the provincial government, and provided the data received on request in 2017 and 2019. Z. Jabeen noted that there may also be an option for ticketed customers to perform voluntary community service in place of ticket payment, which would affect the results. Based on this information, J. Jackman opted not to request current data at this time. <ul style="list-style-type: none"> MOVED: by L. McFarlane, seconded by Z. Jabeen to approve the Fare Evasion Policies letter, as presented. The letter will be sent September 17, 2024 to align with the date of Administration's Infrastructure Enhancement for City Transit Facilities (ETS Fare Gates Pilot) report. <p style="text-align: right;">CARRIED</p>	
Arc Card System Review	E. Batty
<ul style="list-style-type: none"> E. Batty confirmed that members should expect an email request to sign up in the coming days. The first sub-committee meeting date will be scheduled in September. A chair will be selected and terms of reference drafted. 	

Rapid Response - Ride Transit Funding Gap report by ETS Administration	E. Masahkwe
<ul style="list-style-type: none"> E. Masahkwe informed members that it was determined that the collated feedback from members in response to the Ride Transit Funding Gap report by ETS Administration will be drafted into a letter to Councilors and submitted to coincide with the report presentation on August 28, 2024. 	

External Updates	
ETS Branch Highlights Report	M. Lachance
<ul style="list-style-type: none"> M. Lachance presented the ETS Branch Highlights report. Question and Answer period followed: <ul style="list-style-type: none"> B. Gerrits inquired why the Valley Line stations were not included in the list under the “Here to Help” campaign for TPOs being deployed at eight LRT stations and transit centres across the City to educate and inform riders about transit bylaws and ensure a safe welcoming environment. L. McFarlane inquired about opportunities for engagement during the BRT project planning phase re: “On August 27, City Administration is providing an update to Council about mass transit planning for Bus Rapid Transit (BRT) in the report Mass Transit: Implementing for 1.25 Million People. The report provides an overview of the approach for BRT routes and discusses next steps, which will include moving the project forward to a more detailed planning phase.” M. Lachance confirmed he can reach out to the team to let them know of the Board’s interest. E. Batty inquired about a section of the Ride Transit Gap report, which states that revenue has not returned to pre-pandemic levels, and inquired why that is the case if ridership has returned to pre-pandemic levels. M. Lachance noted that there has been higher intake in the Ride Transit program and that affects revenue. There may be other factors, such as riders who work in hybrid workplaces buying tickets instead of monthly passes. B. Gerrits inquired about considerations of a fare policy that is needs/income-based only, and not based on age (ie. youth/seniors). Council approved a revised fare policy in 2019, that was foundationally based on the transit strategy that was focused on a move away from age-based fares. Council had voted to keep that portion of the fare structure in place, but had scheduled a phased rate increase to coincide with ARC card implementation. E. Masahkwe \$15.50 to \$34 between 2019 - 2020. M. Lachance confirmed this was the first phased increase to 35% of the regular monthly adult fare rate, which was still lower than the proposed 63% of regular monthly adult fare rates. E. Batty requested expression of interest from members to coordinate a rapid response to the listed upcoming report in the ETS Branch Highlights report: CO02481 Transit Service Needs to Meet Population Growth October 9, 2024 UPC. 	
Accessibility Advisory Committee - AAC Liaison Update	J. Jackman
<ul style="list-style-type: none"> J. Jackman confirmed that he was able to connect with the AAC contacts provided for an initial meet and greet, and scheduled future meetings to remain engaged. 	

Monthly Branch Update with Carrie	E. Batty
<ul style="list-style-type: none">• E. Batty confirmed she was able to meet with ETS' Branch Manager Carrie Hotton-MacDonald briefly and noted that future meetings have been scheduled on a bi-monthly basis. E. Batty will provide the next update at the October General Board meeting.• Carrie expressed interest in the scope (TOR) for the Board's upcoming sub-committee on the ARC Card Review from the user perspective.• E. Batty also highlighted the value of timely sharing of administrative reports for coordinating responses by the Board.	

Topics of the Night	M. Seraj
<p>E. Batty identified the following the topics of the night:</p> <ul style="list-style-type: none">• Approval of the draft Fare Evasion Policies letter to Council. The letter will be sent September 17, 2024 to align with the date of Administration's Infrastructure Enhancement for City Transit Facilities (ETS Fare Gates Pilot) report.• ETSAB Ride Transit Funding Rapid Response Letter to Council in response to administrations Ride Transit Program Funding Gap Report being presented August 28, 2024.• The presentation by the Office of the City Auditor, which is carrying out an audit of the efficiency/effectiveness of the DATS service and requested to meet/engage with ETSAB.• Bi-Annual luncheon invitation to be sent to Councilors, for the board to meet with UPC membership after the standing committee rotation (late October or November UPC meeting day).	

Motion to Adjourn

CHAIR SIGN-OFF  Signed by:
Emily Batty
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