



**Edmonton Transit System Advisory Board**

**Meeting Minutes “FINAL”**

Monday, January 30, 2017

5:30PM –8:00PM

Heritage Room, City Hall

Meeting No. 17.01

*Prepared by Christy McKenzie*

Members Present:

Izak Roux (Chair), Vlad Slavov (Vice-Chair), Sean Lee, Bob Macklon, Charles Kelly, Brian Curry, J. Philip Reid, Mariah Samji, Mark Tetterington (President, ATU 569)

Regrets:

Shaminder Parmar, Kristina Peter, Syed Zaidi

Guests:

n/a

ETS & City of Edmonton Staff:

Councillor Andrew Knack

Vickie Gunderson, Manager of Civic Agency Governance, Office of the City Clerk

Marc Lachance, ETS Staff Liaison for ETSAB, and Project Manager, ETS Business Integration

Christy McKenzie, ETSAB Recording Secretary & Administrative Assistant, ETS

Materials & Attachments:

- Meeting Agenda
- Draft Minutes from December 19<sup>th</sup>, 2016
- ETS Branch Highlights Report
- DRAFT Agenda for Annual Work Planning Retreat

<b>1. CALL TO ORDER</b>	
Call to order at 5:30PM	

<b>2. AGENDA REVIEW</b>	<b>DECISION</b>
<p><b>MOVED:</b> by M. Samji &amp; seconded by B. Macklon to approve this January 30<sup>th</sup>, 2017 agenda, with addition of FOIP head under New Business and move item 6a after item 8.</p>	
<b>CARRIED</b>	

<b>3. APPROVAL OF PREVIOUS MEETING MINUTES</b>	<b>DECISION</b>
<p><b>MOVED:</b> by C. Kelly &amp; seconded by S. Lee on January 30<sup>th</sup>, 2017 to approve these December 19<sup>th</sup>, 2016 minutes, with the following corrections:  Voting process dates corrected February 2017 to January 2018, from May 2017 to April 2018.  Change “specific recommendation” to “option to pilot 97<sup>th</sup> street was omitted” in BRT letter approval.</p>	
<b>CARRIED</b>	

<b>4. PRESENTATIONS</b>	<b>INFORMATION</b>
<b>Office of City Clerk – Survey/Review of Agencies, Boards and Committees</b>	<b>V. Gunderson</b>
<ul style="list-style-type: none"> <li>• The board’s annual activities and perception of relations with Council were discussed.</li> <li>• The members’ perception of reception of the board’s contributions in the form of informal meetings with Council, and formal report and letter submissions was discussed.</li> <li>• Update provided on recruitment for two new members. Short listing begins February 7<sup>th</sup>, 2017.</li> </ul>	

5. REQUEST FOR APPROVAL		DECISION
Transit User Experience		S. Lee
<ul style="list-style-type: none"> <li>Final report with updated recommendations was approved unanimously.</li> </ul> <p><b>MOVED:</b> by S. Lee and B. Curry to approve the final Transit User Experience report.</p> <p style="text-align: right;"><b>CARRIED</b></p>		
FOIP head for ETSAB		I. Roux
<ul style="list-style-type: none"> <li>Discussion around bylaw requirement to appoint a head for Freedom of Information and Privacy.</li> <li>Members agreed that the City Manager's office would be the subject matter experts in this area.</li> <li>It was noted that the board should revisit and reconfirm this decision every two years going forward.</li> </ul> <p><b>MOVED:</b> by M. Samji and B. Macklon to allow this responsibility to default to City Manager's office.</p> <p style="text-align: right;"><b>CARRIED</b></p>		

6. SUB-COMMITTEE UPDATES		INFORMATION
Transit Innovation		V. Slavov
<ul style="list-style-type: none"> <li>Google sheet/poll for prioritizing gathered subjects of interest for the upcoming year's work plan will be distributed for response prior to work planning retreat.</li> <li>Izak noted that he has a contact interested in presenting at an upcoming sub-committee (or general) meeting on feasibility of gondolas/cable cars as an addition to public transit options in Edmonton and surrounding region.</li> </ul>		
Heated Shelters		I. Roux
<ul style="list-style-type: none"> <li>Sub-committee lead was not present to provide an update. Izak invited members interested in coordinating finalizing the report to connect with him after this meeting.</li> </ul>		
Tourism		V. Slavov
<ul style="list-style-type: none"> <li>The next meeting will be held in the evening of February 16<sup>th</sup> to draft the report. Amy Mannix plans to be available to attend.</li> <li>Marc provided an update regarding status of requests for information.</li> </ul>		

7. NEW BUSINESS		INFORMATION
		M. Lachance
<ul style="list-style-type: none"> <li>Board Elections for 2017/2018 - Chair / Vice Chair were coordinated by Marc Lachance. <ul style="list-style-type: none"> <li>Izak Roux was re-elected chair for a third term by acclamation.</li> <li>Vladislav Slavov was re-elected as vice chair for a second term by acclamation.</li> <li>Other nominees declined to stand for the positions.</li> </ul> </li> </ul>		

8. ETS BRANCH MONTHLY HIGHLIGHTS REPORT		INFORMATION
		M. Lachance
<ul style="list-style-type: none"> <li>Presentation of the ETS Branch monthly highlights report.</li> <li>Question and answer period followed:</li> </ul>		

- Bus blind spots update – the City has contracted DuPont Sustainable Solutions to conduct a review of our systems and safety culture. Work has started in some lines of business that come with the greatest inherent risks to staff and our citizens -- heavy equipment. Teams are already at work in Edmonton Transit and Waste Management conducting in-depth interviews and evaluations. ATU is involved as well in support of this enhanced safety initiative.
- It was noted that ridership information is provided in more detail on the [City's Citizen Dashboard](#). Link to be shared out to members.
- Ridership impact on the system was requested in reference to 2016 stats showing as 1 million rides less overall than in 2015.
- New escalator maintenance contract expected to be awarded in March 2017 with two year renewal period to re-evaluate reliability and change if required. Two major replacements scheduled for 2019.

9. INFORMATION SECTION		INFORMATION
<b>ATU Update</b>		<b>M. Tetterington</b>
<ul style="list-style-type: none"> <li>• As of December 1, 2016, the ATU members have elected a whole new executive board. Mark served as the Secretary Treasurer of the Union for three years prior to his new appointment as President.</li> <li>• Contracts with the City of Edmonton and St. Alberta have recently been renewed to 2018.</li> </ul>		
<b>DATS Advisory Group Update</b>		<b>B. Macklon</b>
<ul style="list-style-type: none"> <li>• In 2016 DATS provided over 3000 trips in one day three times. Discussion around what may have caused this.</li> <li>• ETS policy change to apply regular senior fare rates to DATS seniors is a positive change for riders.</li> <li>• Increased demand on a recurring basis for DATS service is causing need for new purchases to permanently increase DATS fleet, to decrease reliance on contracted support vehicles.</li> </ul>		
<b>Work Planning Retreat</b>		<b>I. Roux</b>
<ul style="list-style-type: none"> <li>• Agenda was reviewed, including update from Marc on added presentation from Eddie Robar, ETS Branch Manager on ETS priorities for 2017, and a review of Branch highlights from 2016.</li> </ul>		

10. TOPIC OF THE NIGHT		DECISION
		<b>V. Slavov</b>
<ul style="list-style-type: none"> <li>• Election results for Chair and Vice Chair. The Board voted for Izak Roux and Vladislav Slavov to continue for another term in this capacity.</li> <li>• The Board welcomed Mark Tetterington as the new associate member since election to the role of President at ATU569.</li> </ul>		

11. MOTION TO APPROVE MINUTES OF PREVIOUS MEETING		DECISION
<p><b>MOVED:</b> by B. Curry &amp; seconded by C. Kelly on March 27<sup>th</sup>, 2017 to approve these January 30<sup>th</sup>, 2017 minutes.</p>		<b>CARRIED</b>

**Next Meeting Information:**

Date: Monday, February 27, 2017  
 Time: 5: 30PM – 8:00PM  
 Location: Heritage Room, City Hall