



FINAL Meeting Minutes

Monday, July 27, 2020

5:30pm - 7:30pm

Remote/Virtual Meeting

Meeting No. 20.07

Prepared by Yuan Zuo

Members Present:

Charles Kelly (Chair), Isabel Hubert Lyall (Vice Chair), Bob Turner, Bryan Shepherd, Giselle General, Jarrett Esslinger, Lindsay Vanstone, Michelle Peter-Jones, Guy Milner, Serena Tang, William Agbakoba, Philip Reid

Regrets:

Ngoan Do, Steve Bradshaw (President, ATU 569), Mudasser Seraj

ETS & City of Edmonton Staff:

Councillor Andrew Knack, ETSAB Council Advisor

Marc Lachance, ETS Staff Liaison

Yuan Zuo, ETSAB and ETS Planning and Scheduling Administrative Assistant

Christy McKenzie, ETS Technical Services Administrative Assistant

Materials & Attachments:

- Meeting Agenda & Draft Meeting Minutes
- ETS Branch Highlights Report
- Draft Strategic Work Planning Session Minutes
- Revised 2020 - 2021 ETSAB Annual Work Plan

CALL TO ORDER 5:30 PM	
AGENDA REVIEW	DECISION
<p><i>MOVED: by B.Shepherd to approve the July 27, 2020 agenda.</i></p> <p style="text-align: right;"><u>CARRIED</u></p>	
APPROVAL OF PREVIOUS MEETING MINUTES	DECISION
<p><i>MOVED: by S.Tang to approve the June 29, 2020 minutes.</i></p> <p style="text-align: right;"><u>CARRIED</u></p>	
FOR DECISION	APPROVAL
Draft Strategic Work Planning Session Minutes	
<ul style="list-style-type: none"> • The Board reviewed the minutes together, as they were missed in the meeting materials package. Charlie and Isabell noted that the attendance list was missing William, Bryan, and Ngoan as being present. <p><i>MOVED: by I. Hubert Lyall to approve the Draft Strategic Work Planning Session Minutes, with the following changes:</i></p> <ul style="list-style-type: none"> • Add William Agbakoba, Bryan Shepherd and Ngoan Do as present. <p style="text-align: right;"><u>CARRIED</u></p>	
Draft Revised 2020-2021 ETSAB Annual Work Plan	

- The Board had a chance to review the strategic work plan session minutes from July 2020 and approved the revised 2020-21 Annual Work Plan.

MOVED: by G.General to approve the Draft Revised 2020 - 2021 ETSAB Annual Work Plan, with the naming of the sub-committee to be led by J. Esslinger to “Inclusive Transit: BIPOC Experiences with Edmonton Transit Service”.

CARRIED

NEW BUSINESS/UPDATES	INFORMATION
Establishment of New Sub-Committees	C.Kelly
<ul style="list-style-type: none"> • Two sub-committees have been established from July 11, 2020 Strategic Work Planning Session. • Charlie let new members know that invites to sub-committees go to all members, whether they are on the committee or not. All members are encouraged to attend and provide feedback. • Charlie has also encouraged members from other advisory boards to attend. • Charlie has sent a message to the <u>Anti-Racism Advisory Committee</u>, and has invited them to appoint a member from that committee to serve on the sub-committee. • Bryan is the chair of the sub-committee <i>Returning Safely to Transit During CoViD-19</i>, which will focus on a strategy to bring riders safely back to transit during the CoViD-19 pandemic, and Jarret has agreed to chair the sub-committee on <i>Inclusive Transit: BIPOC Experiences with Edmonton Transit Service</i>, which will focus on a strategy to ensure that everyone is and feels safe while on Edmonton transit. • Bryan will send out possible meeting dates and homework for the group. He requested feedback on deliverables and what the group wants to achieve for the first four months and what resources are needed. • Jarret mentioned the intent of the sub-committee to work with the <u>Anti-Racism Advisory Committee</u> on <i>Inclusive Transit: BIPOC Experiences with Edmonton Transit Service</i>, and would like to take a project management approach that outlines deliverables for this project. He will be sending out a survey for member availability for sub-committee meetings. • Terms of Reference for both may be prepared for approval by the August General Board meeting. 	
Transit in the News	C.Kelly
<ul style="list-style-type: none"> • Charlie noted at the start of the meeting that last week’s decision by the City to have masks made <u>compulsory on Transit</u> was a positive aspect that the Board has been advocating for. • Charlie brought to the Board’s attention the good news about <u>additional funding allocations for Transit</u> from other levels of Government. • Charlie highlighted the update the news about <u>Electric Buses being added to the fleet</u> in August. • The <u>funding allocation for the expansion of Terwillegar Drive</u>, including a designated express lane for buses in both directions is also an improvement for Transit in recent news. 	

EXTERNAL UPDATES	INFORMATION
ETS Branch Highlights Report	M. Lachance
<ul style="list-style-type: none"> • The ETS Branch Highlights Update was provided in the form of a memo and Marc had summarized and answered questions from the board. • Question and Answers included discussion around: <ul style="list-style-type: none"> ○ The <u>Regional Transit Service Commission</u>, including a request for a presentation to the Board by the Chair, Wes Broadhead, and how ETSAB would integrate into a wider regional transit model. Councillor Knack mentioned requesting an addition at an upcoming UPC meeting agenda to discuss how ETSAB would integrate into a wider regional transit model. 	

<ul style="list-style-type: none"> ○ Question about campaign plans for use of 311 App instead of social media for riders to report issues on transit. ○ Question about impact on ETS School Specials - dealing with crowding with K-12 schools back in session in the fall. ○ Discussion around City's use of their website, as a tool to inform people regarding resources for the relaunch, such as a list of non-profit providers of masks, etc. ○ It was confirmed that Operators onboard buses are not distributing masks, the distribution is happening at LRT stations and Transit Centres. 	
Liaison Updates – EAC/AAC/ATU569/Council Emerging Issues	
C. Kelly	
<ul style="list-style-type: none"> ● Charlie will send Steve an email to encourage him to join us in future meetings as we have not heard from him, but there are significant updates and we would like to get ATU's update with current events, as there are concerns with mandatory masks as it might cause more conflict for Operators. ● Councillor Knack updated the board on <ul style="list-style-type: none"> ○ Council's decision to make mask use mandatory effective August 1, 2020. ○ Public hearing on the City Plan will be scheduled in the near future. ○ Council is currently in recess so there are less items being addressed currently. ● No updates for Edmonton Arts Council for July. ● No updates on the Accessibility Advisory Committee for this month. 	
TOPICS OF THE NIGHT	
DECISION	
I. Hubert Lyall	
<ul style="list-style-type: none"> ● Topics selected to highlight: <ul style="list-style-type: none"> ○ The Board approved its revised 2020/21 work plan, which, in response to recent and ongoing global events, saw some changes, including the establishment of two new subcommittees: <ul style="list-style-type: none"> ■ <i>Returning Safely to Transit During CoVID-19</i>, which will focus on a strategy to bring riders safely back to transit during the CoViD-19 pandemic; and ■ <i>Inclusive Transit: BIPOC Experiences with Edmonton Transit Service</i>, which will focus on a strategy to ensure that everyone is and feels safe while on Edmonton transit. 	
MOTION TO APPROVE MINUTES OF THIS MEETING	
DECISION	
MOVED: by W.Agbakoba on August 31 2020 to approve these July 27, 2020 minutes. <u>CARRIED</u>	

CHAIR SIGN-OFF _____

DocuSigned by:

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