



# FINAL Meeting Minutes

Monday, October 28, 2019

5:15PM –7:45PM

Heritage Room, City Hall

Meeting No. 19.10

Prepared by Christy McKenzie

Members Present:

Charles Kelly (Chair), Isabell Hubert Lyall (Vice Chair), Mark Tetterington (President, ATU 569), Giselle General, Maurice Vincent, Jarret Esslinger, Bob Macklon, Bryan Shepherd, Ngoan Do, Mudasser Seraj

Regrets: Stewart Smith, Philip Reid, William Agbakoba, Jorge Arango

ETS & City of Edmonton Staff:

Councillor Andrew Knack, ETSAB Council Advisor

Marc Lachance, Manager, Business Strategy & Planning, ETS Business Integration

Christy McKenzie, Administrative Assistant, ETSAB and ETS Technical Services

Materials & Attachments:

- Meeting Agenda & Draft Meeting Minutes
- ETS Branch Highlights Report
- Updated member shared contact list
- Fact Sheet – TPO training and Low Income Programs
- Member Evaluation worksheet
- Annual Social Invite
- Copy of City Council approved Policy C602 – Accessibility for People with Disabilities

**CALL TO ORDER at 5:30 PM**

AGENDA REVIEW	DECISION
<i><b>MOVED:</b> by B. Shepherd to approve the Oct 28<sup>th</sup>, 2019 agenda. Charlie requested to amend the agenda, adding under New Business - update from OCC training session - member evaluations.</i>	
<b>CARRIED</b>	

APPROVAL OF PREVIOUS MEETING MINUTES	DECISION
<i><b>MOVED:</b> by I. Hubert Lyall to approve the September 30<sup>th</sup>, 2019 minutes.</i>	
<b>CARRIED</b>	

PRESENTATIONS	INFORMATION
<b>ATU569 on Safety and Security of Transit Operators</b>	<b>M. Tetterington</b>
<ul style="list-style-type: none"> <li>• Mark presented an update on Transit Operator safety and security. Statistics were presented on the number of operators currently servicing the City of Edmonton’s growing population, and related challenges.               <ul style="list-style-type: none"> <li>• The number of serious assaults has increased over the past four years, including an incident in September of 2018 that resulted in funding allocated for operator compartment shield installations creating a barrier between operators and passengers, with a window that can be closed if the operator is feeling threatened. Air conditioning is also being installed in the operator compartments.</li> <li>• Operator training programs have been rolled out by ETS over the past year, for new operators, and as a refresher program for existing operators, and includes training on deescalating issues.</li> <li>• Security room procedures and interaction with operators via radio were presented,</li> </ul> </li> </ul>	

<p>including how operators are able to jump the queue for situations requiring higher priority.</p> <ul style="list-style-type: none"> <li>Security cameras are monitored by EPS and Transit Peace Officers can be dispatched if required at LRT Stations and Transit Centers. Security guards are also on site 24 hours on contract, and can help alert control of situations that require attention.</li> <li>Question and answer period followed, including discussion around: <ul style="list-style-type: none"> <li>It was noted that the assault tracking reports in future should include reported prevented assaults due to the new shields (i.e. near misses).</li> <li>It was confirmed that generally the Union position is favorable to progress and future plans for safety and security by ETS.</li> <li>It was noted that there are a limited number of Transit Peace Officers on shift on weekends, so the response time is longer, and EPS only responds to serious incidents.</li> <li>Member requested clarification on the role of Security Guards, and it was confirmed they are there for deterrence due to physical presence.</li> </ul> </li> </ul>
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<b>ETS Supplemental Budget Adjustments</b>	<b>M. Lachance</b>
<ul style="list-style-type: none"> <li>Marc advised that due to recent changes to provincial UCP budget announced Thursday, October 24, the budget scenarios that were being prepared for presentation to UPC now require revisions. Marc noted that funding tied to both Capital and Operating Transit budgets will be affected, both directly and indirectly (changes affecting the City as a whole). Updates will be available by the November meeting.</li> </ul>	

<b>FOR APPROVAL</b>	<b>DECISION</b>
n/a	

<b>NEW BUSINESS</b>	<b>INFORMATION</b>
<b>Welcoming U of A Ph.D. Students</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>Charlie introduced the two University of Alberta graduate students, Ngoan Do and Mudasser Seraj, selected from a good number of applicants as new ex-officio board members. Charlie clarified that they are not expected to vote or make motions but will otherwise participate as fully as members.</li> <li>The students are joining as part of their volunteer work experience program, and the Board is looking forward their input on sub-committee work and their involvement with Board activities based on their transportation related studies.</li> </ul>	
<b>Update from OCC Training Session - Member Evaluations</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>The Letters of Intent and member evaluation sheet were distributed prior to the meeting and Charlie invited members to engage in discussions as directed by OCC prior to filling and submission of the forms. The letters of intent are due back on November 22, 2019 to prepare to begin Recruitment process for any vacancies in early January for the 2020-2021 term.</li> </ul>	
<b>Annual Social</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>Reminder to members that the agenda format will be altered for the November 25<sup>th</sup> General meeting to include the Annual Social for the first hour, with Councillors and Edmonton Transit Management Team invited, as well as past Board members.</li> </ul>	

<b>SUB-COMMITTEE UPDATES</b>	<b>INFORMATION</b>
<b>Transit Innovation</b>	<b>J. Esslinger</b>
<ul style="list-style-type: none"> <li>The sub-committee met in October, with the main discussion around First KM/Last KM. Jarrett will send an invite for a November meeting later in the week.</li> </ul>	
<b>ETS' Marketing Strategy</b>	<b>G. General</b>
<ul style="list-style-type: none"> <li>Giselle provided an update on the work of the sub-committee at the October meeting. The next meeting is scheduled for November 13<sup>th</sup>. The sub-committee has begun to draft the report.</li> </ul>	
<b>ETS' Safety and Security</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>Charlie noted that a meeting was not held in October. Jorge passed on the update that this is due</li> </ul>	

to information requests pending and more material is expected be available for discussions by November.

INFORMATION SECTION	INFORMATION
<b>Councillor Emerging Issues Update</b>	<b>Cir. A. Knack</b>
<ul style="list-style-type: none"> <li>Councillor Knack highlighted the November 18<sup>th</sup> and 19<sup>th</sup> meetings of Executive and Urban Planning Committees which have five ETS reports on the agendas. Reports will be available two weeks in advance for review by members, and members were encouraged to speak to the reports.</li> </ul>	
<b>ATU569 Update</b>	<b>M. Tetterington</b>
<ul style="list-style-type: none"> <li>Mark provided an update:               <ul style="list-style-type: none"> <li>Elections that take place every three years for the Executives of ATU569 are due to take place December 4, 2019, as the terms are up December 31, 2019. Mark will be running to continue as President, and a number of other positions that have been vacated or created will be filled.</li> <li>ATU569 negotiations with the City of Edmonton continue, and it was acknowledged that the recent budget announcements from the Government of Alberta will have an effect on the outcomes.</li> </ul> </li> </ul>	
<b>DATS Advisory Group (DAG) Update</b>	<b>B. Macklon</b>
<ul style="list-style-type: none"> <li>n/a</li> </ul>	
<b>ETS Branch Highlights Report</b>	<b>M. Lachance</b>
<ul style="list-style-type: none"> <li>The ETS Branch Highlights report was presented.</li> <li>Question and answers included:               <ul style="list-style-type: none"> <li>Announcement at Churchill for transitioning to Metro Line. Are there any other new announcements that were added as part of TLC for LRT, and are there any future planned changes?</li> <li>On LRT maps it appears that Metro Line was intended to stop at Health Sciences. Is that still the intent, and if so, when will that transition occur? (Alternatively, what was the reason behind changing to Century Park destination?)</li> <li>A member noted that there were malfunctions related to Door impacting LRT service on Oct 3, 11, twice on the 18, and 21. Please provide an update on the status of these issues.</li> <li>Wayfinding for Corona to NorQuest College was discussed. Frequency of wayfinding updates at LRT stations (as development or changes occur?), and current plans for ETS stations.</li> </ul> </li> </ul>	
<b>Edmonton Arts Council (EAC) &amp; Accessibility Advisory Committee (AAC)</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>n/a</li> </ul>	

TOPICS OF THE NIGHT	DECISION
	<b>I. Hubert Lyall</b>
Topics selected to highlight: <ul style="list-style-type: none"> <li>The presentation from Mark Tetterington, President of the Amalgamated Transit Union (ATU) Local 569 on Edmonton Transit Operator safety and security.</li> <li>Welcoming two University of Alberta graduate students, Ngoan Do and Mudasser Seraj, as new ex-officio board members.</li> </ul>	

MOTION TO APPROVE MINUTES OF THIS MEETING	DECISION
<b><i>MOVED:</i> by I. Hubert Lyall on November 25<sup>th</sup>, 2019 to approve these October 28<sup>th</sup>, 2019 minutes.</b>	
<b><u>CARRIED</u></b>	

CHAIR SIGN-OFF \_\_\_\_\_