



## EDMONTON TRANSIT SERVICE ADVISORY BOARD (ETSAB)

### 2022 Annual Report and 2023 Work Plan

#### RECOMMENDATION

That the April 12, 2023, Office of the City Clerk report OCC01712, be received for information.

#### Report Purpose

**Information only.**

*The Chair of the Edmonton Transit Service Advisory Board, Giselle General, will be in attendance at the April 12, 2023, City Council - Non-regular meeting.*

#### REPORT

##### Mandate

Edmonton Transit Service Advisory Board (ETSAB) was established to provide advice and recommendations to Council from a stakeholder perspective on issues relating to public transit, such as:

- ridership;
- mix of vehicles;
- the relationship between City projects and public transit;
- reviewing initiatives of other levels of government, surrounding municipalities, and other local authorities or organizations that could affect public transit;
- repair, maintenance, accessibility and servicing issues; and

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- public transit policies.

## **Activities (Annual Report) - Attachment 1**

The 2022 Annual Report provides a summary of the ETSAB membership for the 2022-23 term.

ETSAB's activities for the 2022-23 term, including the work of ETSAB's four subcommittees are:

- Financial Sustainability
- Youth Safety and Security
- Budget
- Mobility and Accessibility in Edmonton Winters

ETSAB provided feedback via the ETSAB Council Advisor on transit related items on City Council's agenda, including Amendment of Bylaw 8353- Conduct of Transit Passengers Bylaw in June 2022 and a presentation by Edmonton Metropolitan Transit Services Commission (EMTSC) on routes under Phase 1 of the regionalization proposal in September 2022. The Annual Report also provides an overview of presentations received and the "Topics of the Night" during ETSAB meetings in 2022.

## **Work Plan - Attachment 2**

The September 2022 to August 2023 Work Plan outlines key focus areas that were identified during ETSAB's annual planning retreat. Standing items listed for Q2 2022 to Q3 2023 include:

- timely follow-up on key transit issues
- team building and board administration
- liaising with relevant City of Edmonton Committees
- Edmonton Transit Service liaison activities

The Work Plan includes the list of subcommittees planned for the 2022-23 term:

- Youth Safety and Security, Q2 2022 to Q1 2023
- Sustainable and Equitable Funding Models for Transit, Q2-Q3 2022
- Budget, Q1 2023 to Q3 2023
- Mobility and Accessibility in Edmonton Winter, Q1 2023 to Q3 2023
- Evaluation of Community Outreach Transit Team, Q3 2023
- Ridership Improvement Strategies, Q3 2023.

## **Budget Information - Attachment 3**

ETSAB has provided the 2022 actual: \$33,703.40.

## **Annual Report and Work Plan Requirements**

Annual Report and Work Plan requirements for the ETSAB are outlined in:

- Bylaw 18156 - Council Committees Bylaw

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- Section 4(2): All Council Committees will report to Council at least annually.
- Section 10:
  - At least annually, a Council Committee must approve a work plan that aligns with its mandate and identifies its anticipated resource requirements.
  - During its annual report to Council required by section 4(2), a Council Committee must present its work plan for the current year and summary of its most recently completed work plan.
- Council Procedure C575D - Agencies, Boards, Committees and Commissions
  - Section 5 specifies that City Agencies will annually report to a City Council meeting with the following information:
    - activities;
    - annual work plan aligned to strategic objectives and mandate; and
    - budget information.

### **ATTACHMENTS**

1. ETSAB - 2023 Annual Report/Activities Report
2. ETSAB September 2022 - August 2023 Annual Work Plan
3. ETSAB 2022-2023 Budget Spent