

CITY OF FORT SASKATCHEWAN

Transit Task Force Terms of Reference and Membership

Motion:

1. That Council approve the Terms of Reference for the Transit Task Force.
2. That Council appoint Councillor Blizzard, Councillor Garritsen, and Councillor Hennig to the Transit Task Force.

Purpose:

To approve the Terms of Reference and membership for the Task Force, who will provide recommendations to the Council on the service levels and implementation plans for the local and commuter transit system.

Background:

Subsequent to the Transit Pilot Program and as part of the 2016 Budget, Council approved the implementation of a local and commuter transit system. Until the new system is in place the Transit Pilot will continue. The approval was subject to a report being presented to Council in the first quarter of 2016, with a process for establishing a Council Task Force. Discussion would involve transit service levels with recommendations being brought back to Council for consideration. Although the transit consultant report presented to Council will form the basis for initial discussions, adjustments may be made to best serve the needs and expectations of community within the budget allocated.

Once resources to support the program are in place, the process to implement the system will begin. Optimistically the system would be in place by September 2016. If it is determined during the planning stages that the date is not realistic, or if the task force requires additional time, the next target date would be January 2017.

Terms of Reference:

Membership

The membership shall consist of three Councillors as appointed by Council.

The City Manager will appoint members of staff to act as Administrative support to the task force.

Guidelines

1. The Task Force is not a decision making body however, will make recommendations to Council on the service levels and implementation plans for the local and commuter transit system;
2. The Transit Pilot Review Report dated October 22, 2015 will form the basis for discussion of a new system, however may be adjusted and revised as detailed design plans progress.
3. Should consensus not be reached on a recommendation to Council, the matter would be referred to Council identifying the available options.

4. As Council has already approved the program in principle, the scope of the Task Force will be on the service levels offered to the general public. The Task Force will make suggestions and ask questions of the consultant. That information will be presented to Council, and will ensure that expert advice is available when making changes to the proposed system.
5. The commitment of the Task Force will likely consist of a minimum of two daytime meetings, with the potential for more depending on the progress made.

Plans/Standards/Legislation:

Community Sustainability Plan – Section E – Community Sustainability Priorities – “A transit system providing fast, reliable and convenient service to Edmonton and throughout the community.”

2014 – 17 Strategic Plan – Goal 1 – Position for Growth as referred to section 1.7.

Fort Saskatchewan Transit – Pilot Review – Draft Report – October 21, 2015 – WSP Consulting Group.

Financial Implications:

Financial resources are within the approved Transit budget as per the 2016 budget approval.

Internal Impacts:

Administration will support the activities of the Task Force. WSP Consulting Group will be undertaking the service level analysis as directed by the task force.

Recommendation:

1. That Council approve the Terms of Reference for the Transit Task Force; and
2. That Council appoint Councillor Blizzard, Councillor Garritsen, and Councillor Hennig to the Transit Task force until the October 25, 2016 Organizational Council Meeting.

Attachments:

Fort Saskatchewan Transit – Pilot Review – Draft Report – October 21, 2015

File No.:

Prepared/Approved by:	Troy Fleming General Manager Infrastructure and Community Services	Date: January 19, 2016
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Reviewed by:	Kelly Kloss City Manager	Date: January 20, 2016
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Submitted to:	City Council	Date: January 26, 2016
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