

Report to/Rapport au:

**Transit Commission
Commission du transport en commun**

and Council / et au Conseil

**25 Mar 2013
le 25 mars 2013**

Submitted by/Soumis par:

M. Rick O'Connor, City Clerk and Solicitor / Greffier et Chef du contentieux

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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE	Reference Number: ACS2013-CMR-CCB-0025
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<u>SUBJECT:</u>	STATUS UPDATE – TRANSIT COMMISSION INQUIRIES AND MOTIONS FOR THE PERIOD ENDING 12 MARCH 2013
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<u>OBJET:</u>	RAPPORT DE SITUATION - DEMANDES DE RENSEIGNEMENTS ET MOTIONS DE LA COMMISSION DU TRANSPORT EN COMMUN POUR LA PÉRIODE SE TERMINANT LE 12 MARS 2013
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REPORT RECOMMENDATIONS

That the Transit Commission receive this report for information.

RECOMMANDATIONS DU RAPPORT

Que la Commission du transport en commun prenne connaissance du présent rapport.

BACKGROUND

On 11 June 2008, Council approved a new process for tracking formal Inquiries and Motions submitted at Standing Committees and Council. Included in this process was the requirement for Committees and Council to receive bi-monthly status updates on these motions and inquiries, at the second meeting of every second month. Accordingly, this report is being presented to the Commission for information.

DISCUSSION

Departmental Report on Outstanding Motions and Directions

In addition to the status of outstanding formal Inquiries, this report integrates the status of outstanding motions and directions to staff, identified as part of the City Manager's review in the fall of 2008, with the actions that will be taken to ensure that both are addressed appropriately.

Consistent with Council's direction, the tracking and reporting of formal motions and inquiries is undertaken by the City Clerk's Office. Protocols have also been established within departments to ensure department-specific motions and inquiries are processed in a timely manner. In those instances where there may be a delay, Council will be provided with an explanation.

The list of outstanding Inquiries from the Transit Commission is attached as Document 1. The departmental list of outstanding motions and directions to staff is attached as Document 2.

RURAL IMPLICATIONS

There are no rural implications.

CONSULTATION

This report is administrative in nature and therefore no consultation was required.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

No risk management implications have been identified for this report.

FINANCIAL IMPLICATIONS

There are no direct financial implications associated with this report.

ACCESSIBILITY IMPACTS

This report is administrative in nature and has no associated accessibility impacts.

TECHNOLOGY IMPLICATIONS

Information Technology approved this report without comment.

TERM OF COUNCIL PRIORITIES

This report has no direct impacts on the City's strategic priorities or directions identified for the current Term of Council.

SUPPORTING DOCUMENTATION

Document 1 List of outstanding Inquiries as of 12 March 2013

Document 2 Departmental report on outstanding motions and directions as of 12 March 2013

DISPOSITION

The Coordinator will continue to track all formal inquiries made at Commission meetings and departmental staff will continue to track motions and directions to staff. The results will be reported to Commission on a bi-monthly basis.

Inquiries							
Inquiry Number	Subject	Meeting Date	Raised by	Referred to	Due Date	Status Update	Response Details
OTC 02-13	OC Transpo routes experiencing on-time performance delays	20-Feb-13	Councillor R. Bloess	City Operations	18-Mar-13		

Transit Commission – Outstanding Motions & Directions to Staff					
Subject	Meeting Date	Moved by	Disposition/Minutes	Referred to	Response Details
MOTION OTC 7/6 (April 20/11) - Staff report back prior to the implementation of route changes in September on impact studies that will be undertaken in relation to bus routes changes that would address the concerns of various groups within the City. See also Minutes of August 17, 2011, Item 5: "In response to a suggestion by Commissioner Wilkinson, the General Manager agreed to bring forward a memo outlining the plan staff intend to put in place prior to initiating the 6-month impact study."	20-04-11	M. Wilkinson	Transit Commission Minutes 7	City Operations – Transit Services	In Progress: A report is scheduled to come forward to Transit Commission by the third quarter of 2013.
Direction to Staff: That Transit Services staff report back to the Commission on an annual basis advising what special events they provided service for (e.g. Canada Day) and what revenues, if any, were generated as a result of sponsorship/partnership involvement.	15-06-11		Transit Commission Disposition 9	City Operations – Transit Services	In Progress: This will be provided as part of the Transit Services Annual Report for 2012, which will go to Transit Commission in the second quarter of 2013.

That staff report back to the Transit Commission at its meeting of March 20, 2013 on interim measures to address Para Transpo challenges vis-à-vis SmartCard technology.	20-Feb-13		Transit Commission Disposition 33	CO-TS	In Progress: Staff will report back at the April Transit Commission Meeting.
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