

September 23, 2015

To: Members,
Accessibility Advisory Committee

Re: 2015 Conference Travel to Attend the CUTA Fall Conference

RECOMMENDATION

That the Accessibility Advisory Committee decide if a citizen member will attend the Canadian Urban Transit Association Annual Conference held in Montreal, Quebec on November 22 - 25, 2015 and if so, authorize payment of the registration and travel fees for that member.

CONCLUSION

A travel allowance for citizen members in the amount of \$3,500 is available in 2015 and the Accessibility Advisory Committee (ACC) has the authority to distribute these funds to citizen members of the ACC for attending programs related to the ACC's mandate. Attending the national Canadian Urban Transit Association (CUTA) conference is a valuable opportunity for members to learn about issues and innovations related to accessible transit.

BACKGROUND

The 2015 budget includes a travel allowance for citizen members of the ACC. The travel budget was established to allow citizen members of committees to attend conferences and workshops related to the business of the committee. Participation in these types of programs provides members with additional knowledge on the business of the committee, as well as the kinds of related activities being undertaken in other cities.

DISCUSSION

CUTA will be hosting its annual fall conference in Montreal, Quebec from November 22 - 25, 2015. CUTA is a national association for Canadian transit services. Its membership consists of transit service provider organizations, consultants and business suppliers.

This conference is an opportunity to access information and dialogue with service providers from across Canada regarding accessible transportation. The conference also hosts a trade show which will showcase the latest innovations related to vehicles and technology.

The registration cost for attending the conference is \$790.00. This cost also covers some meals. Although the conference starts on November 21, 2015, the meetings that are scheduled for this day relate to specific transit systems and their representatives on committees. The open conference agenda starts on November 22, 2015 in the evening so any ACC members attending the conference would not need to arrive until November 22.

The conference expenses are outlined below. Flight, hotel and meal/incidental/transportation costs are approximate and are per person.

Conference	Registration	Hotel	Meals, Transportation and Incidentals	Flight	Total Cost
CUTA Fall Conference – Montreal, Quebec November 22 – 25, 2015	\$790.00	\$230/night @ 3 nights = \$690.00	\$400.00	\$700.00	\$2,580.00

This cost does not include accommodation costs such as the need to travel with an attendant. Attendants are not required to pay a registration fee but could be required to pay a nominal fee to cover conference meals. If members have specialized accessibility requirements or require an attendant to access the conference, the requirement should be noted when expressing an interest in attending the conference.

When deciding who should attend the conference, the ACC may wish to consider if there are other conferences throughout the year that ACC members may wish to attend instead of this conference.

RECOMMENDATION IMPLICATIONS

Financial Implications

The 2015 budget allocation for citizen members of the ACC is \$3,500. To-date, none of these funds have been allocated.

Environmental Implications

None with respect to this report.

Policy and/or Strategic Implications

Participation in the CUTA conference learning opportunity provides members with additional knowledge on related accessible transit activities being undertaken in other cities. This will assist members to more effectively carry out their responsibilities in providing advice that will move Regina towards becoming a more inclusive city.

Other Implications

None with respect to this report.

Accessibility Implications

Attending the CUTA conference will give an ACC member the opportunity to learn about accessible transit initiatives and dialogue with accessible transit service providers. This will assist in broadening the ACC's knowledge related to accessible transit issues.

COMMUNICATIONS

A communication plan is not required. Typically, members who attend the conference will share what they learn upon their return.

DELEGATED AUTHORITY

The recommendation contained in this report is within the Accessibility Advisory Committee's authority.

Respectfully submitted,



Lynette Griffin, Manager of Paratransit and
Accessibility
Transit Department

Respectfully submitted,



Brad Bells, Director of Transit
City Services

Report prepared by:
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