



# FINAL Meeting Minutes

Monday, January 28, 2019

5:15PM –7:45PM

Heritage Room, City Hall

Meeting No. 19.01

*Prepared by Christy McKenzie*

Members Present:

Charles Kelly (Acting Chair), Bob Macklon, Isabell Hubert, Giselle General, Maurice Vincent, Brian Curry, Mariah Samji, Jorge Arango, Stewart Smith, Kouresh Lotfi

Regrets: Philip Reid, Mark Tettersington (President, ATU 569)

Guests:

David Thatcher, Stantec Consulting Ltd.

Lydia Trevelyan, DATS Advisory Group member

ETS & City of Edmonton Staff:

Councillor Andrew Knack, ETSAB Council Advisor

Marc Lachance, ETS Staff Liaison to ETSAB, and Senior Strategy and Planning, ETS Business Integration

Christy McKenzie, Administrative Assistant, ETSAB and ETS Technical Services

Materials & Attachments:

- Meeting Agenda & Draft Meeting Minutes – November 26<sup>th</sup>, 2018
- Draft Agenda for Annual Spring Retreat
- ETS Branch Highlights Report
- Draft Wayfinding Report

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

AGENDA REVIEW	DECISION
<p><b>MOVED:</b> by I. Hubert &amp; seconded by J. Arango to approve this January 28<sup>th</sup>, 2019 agenda.</p>	
<p><b><u>CARRIED</u></b></p>	

APPROVAL OF PREVIOUS MEETING MINUTES	DECISION
<p><b>MOVED:</b> by G. General &amp; seconded by M. Samji to approve the November 26<sup>th</sup>, 2018 minutes.</p>	
<p><b><u>CARRIED</u></b></p>	

PRESENTATIONS	INFORMATION
<p><b>The City of Calgary’s 17<sup>th</sup> Ave SE Bus Rapid Transit Project</b></p>	<p><b>D. Thatcher</b></p>
<ul style="list-style-type: none"> <li>• David Thatcher is the Consultant with Stantec working with Calgary Transit to manage the MAX Purple BRT project on 17<sup>th</sup> Avenue SE. He presented an overview of the project, including discussion around definitions and characteristics of BRT in various North American cities, the original vision for the 17<sup>th</sup> Avenue project, and subsequent changes throughout the project life cycle. The changes included expansion of the scope with a second phase once funding was in place, and adjustments based on public engagement with the affected business owners along the route.</li> <li>• David presented a comparison of the definition of BRT as posted on the city websites:               <ul style="list-style-type: none"> <li>○ City of Edmonton: “The standard definition for BRT is a high-priority, bus-based transit system that delivers fast, comfortable and cost-effective services at metro-level capacities. It does this through the provision of dedicated lanes, with busways and iconic stations typically aligned to the centre of the road, off-board fare collection and fast, frequent</li> </ul> </li> </ul>	

- operations.”
- City of Calgary: “Bus Rapid Transit (BRT) is an efficient, reliable bus service that cities around the world have adopted. There are many different ways to design a BRT system, but they all have fewer stops to make getting around faster and more convenient... Some routes run on dedicated bus lanes, while others operate in mixed traffic.”
  - The characteristics of Bus Rapid Transit systems as presented include:
    - Frequent, high-capacity service that results in passenger waits of less than 10-minutes during peak periods
    - High-quality vehicles that are easy to board, quiet, clean and comfortable
    - Pre-paid fare collection to minimize boarding delays
    - Integration with other transportation modes, with BRT service coordinated with walking and cycling facilities, taxi services and intercity bus
    - Improved security for transit users and pedestrians
  - Some examples showing the design of BRT in other cities included EmX in Eugene, Oregon, Cfasttrak in Connecticut, and Vivanext in York Region, Ontario.
  - The MAX Purple route has a standard design for all stations and signage, making it easy to identify, and includes heated shelters and a digital sign displaying next bus arrival time. Phase 2 of the project involved the construction of a separate roadway around the intersection at Deerfoot Trail and three bridges, including one over the Bow River between July 2017 and August 2018 at a cost of under \$300 million for both phases.
  - Question and Answer period followed:
    - The route has only been in service for two months, therefore no ridership statistics are available at this time. Also, due to construction, vehicle traffic patterns have changed, and will take some time to normalize.
    - The addition of BRT services did have some effect on services due to feeder route changes that resulted in some initial negative feedback from users, and about five businesses out of 450 closed or moved, but some new businesses are also showing interest in the area. The President of the BRZ was closely involved with the project team, and a storefront was set up for business owners for one week from 8 am to 8 pm in the affected area, with positive results.
    - Stantec’s involvement in the overall project for both phases was around 90-95%. The public consultations were done by a sub-contractor arranged by Stantec. They were also part of the City’s procurement process when selecting a construction manager to manage the tight project schedule.
    - There was also discussion around the bridge construction, lessons learned regarding business impact, speed of the BRT along the route, and number of stations included in the design.

FOR APPROVAL	DECISION
<b>DRAFT Wayfinding Report</b>	<b>J. Arango</b>
<ul style="list-style-type: none"> <li>● The draft report and related recommendations were reviewed and approved by members for submission to the appropriate Committee of Council.</li> </ul> <p><b>MOVED:</b> <i>by J. Arango &amp; seconded by B. Macklon to approve the report with no changes.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>	
<b>DRAFT Agenda for Annual Work Planning Retreat</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>● The draft agenda was presented to the members and all members voted to approve the draft agenda for the Work Planning Retreat with the addition of activity to identify areas for improvement and what is going well.</li> </ul> <p><b>MOVED:</b> <i>by M. Vincent &amp; seconded by I. Hubert to approve the report with the addition of activity to identify what the Board is doing well and areas for improvement.</i></p> <p style="text-align: right;"><b>CARRIED</b></p>	
<b>Board Chair Position Active Date</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>● The Board discussed three options, due to the November 2018 Chair Resignation, and January Elections for new term Chair/Vice Chair roles:           <ul style="list-style-type: none"> <li>○ Vote at today’s January meeting and have the appointments take effect immediately, or</li> </ul> </li> </ul>	

- Vote at today's January meeting and appoint an interim Chair and interim Vice-Chair, and have a separate vote for the appointments that take effect April 1st, or
- Vote for the positions that take effect April 1, and vote to have the Vice-Chair complete the Chair's duties until the next appointments take effect, for the remainder of the 2019/2019 term.
- The Board voted in favour of option 1 (Chair and Vice-Chair elected at this meeting will assume the role for a 14 month term).

**MOVED:** by M. Samji and seconded by I. Hubert to approve the active term for the Chair elected at this meeting from February 1, 2019 to March 31, 2020.

**CARRIED**

NEW BUSINESS	INFORMATION
<b>Debrief of First/Last KM Report Presentation to UPC</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>● Charlie provided a summary of the discussions during the committee meeting that followed the report presentation:               <ul style="list-style-type: none"> <li>○ ETS Branch Manager's comments regarding the report acknowledged that there are many options for solutions and that it needs to be addressed.</li> <li>○ Eight members of the public including ATU569 representatives spoke to the issues.</li> <li>○ Councillors' questions and the resulting motion demonstrated support for working towards resolutions:                   <ul style="list-style-type: none"> <li>“That Administration return in November 2019 with a report that includes:                       <ul style="list-style-type: none"> <li>▪ Analysis and redeployment options of community transit service resources to identify possible transit solutions for neighbourhoods.</li> <li>▪ Some additional analysis of neighbourhoods with walking distances greater than a minimum of 600-800 meters to a transit bus stop or facility (center).</li> <li>▪ A response to the recommendations presented by ETSAB</li> <li>▪ Options that would increase the number of communities that can be served by the various first/last km options.”</li> </ul> </li> </ul> </li> </ul> </li> </ul>	
<b>Update on ETSAB Recruitment Campaign &amp; Social Media</b>	<b>G. General</b>
<ul style="list-style-type: none"> <li>● The Board acknowledged Giselle for her efforts to expand awareness of the recruitment for two new members during the campaign.</li> <li>● Giselle has requested statistics on website activity during the campaign to measure results.</li> </ul>	
<b>Transit &amp; Communications Sub-Committee Commencement</b>	<b>I. Hubert</b>
<ul style="list-style-type: none"> <li>● Isabell confirmed that marketing as originally included in the 2018-2019 work plan will not be part of the scope of this sub-committee, but it will focus on communications between Edmonton's transit agency and customers in regards to improvements to the user experience.</li> </ul>	
<b>City Hall Hours Changes</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>● City Hall Hours have changed effective January 2019 to close at 8 PM on week nights instead of 10 PM. This will be in effect going forward during winter (from Thanksgiving to May Long Weekends). This has resulted in Board meeting end time moving up to 7:45 PM from 8:00 PM during that time. The elevator with 24 hour access to the parkade and LRT pedway is located in the southeast corner of City Hall.</li> </ul>	

SUB-COMMITTEE UPDATES	INFORMATION
<b>Transit Innovation</b>	<b>M. Vincent</b>
<ul style="list-style-type: none"> <li>● Maurice informed the Board that a Transit Innovation meeting was held in December, with discussions around the transition from the outgoing Chair to Charlie as acting Chair.</li> </ul>	
<b>Integrating Land Use &amp; Transit Policies</b>	<b>M. Samji</b>
<ul style="list-style-type: none"> <li>● Mariah confirmed that the work on the report is well underway and with one additional meeting in late February, the Draft version will likely be ready for approval at the next General meeting.</li> </ul>	
<b>Standing Items</b>	<b>S. Smith</b>
<ul style="list-style-type: none"> <li>● Stewart provided an update on the metro and south LRT line extension projects, which were</li> </ul>	

recently discussed in Councilors' meetings. The motion was not passed, but it is likely that BRT will be part of the discussions again at the April 11<sup>th</sup> Urban Planning Committee meeting.

INFORMATION SECTION	INFORMATION
<b>ATU569</b>	<b>M. Tetterington</b>
<ul style="list-style-type: none"> <li>n/a</li> </ul>	
<b>DATS Advisory Group (DAG) Update</b>	<b>L. Trevelyan</b>
<ul style="list-style-type: none"> <li>ETSAB welcomed Lydia as a guest to provide updates from the DATS Advisory Group, as Bob Macklon's term as a DAG member ended December 2018.</li> <li>The following updates were provided:               <ul style="list-style-type: none"> <li>With the current 90 minute window for DATS bookings, clients can experience wait times of up to three total hours per day. This is a psychological challenge and barrier for clients, as it can cause them to be late for work or school. Lydia noted that members are hopeful that the additional funding that was approved for the 2019-2022 term can be used to shorten the window.</li> <li>Education for clients on how to book online, and also creating an online application form for prospective DAG members (including those who may be visually impaired) are areas that could be improved as well.</li> <li>It was also noted that DAG members have some concerns regarding accessibility of the new Low Floor LRT car design.</li> </ul> </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 reviewed.</li> <li>No questions were put forward by the Board.</li> </ul>	
<b>Edmonton Arts Council (EAC)</b>	<b>M. Samji</b>
<ul style="list-style-type: none"> <li>No updates at this time.</li> </ul>	
<b>Accessibility Advisory Committee (AAC)</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>Charlie will share a copy of the approved Wayfinding report with the Chair of AAC, and may be invited to speak to it at one of their upcoming meetings.</li> </ul>	

Election of Board Chair and Vice Chair for new term	DECISION
	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>A number of members were nominated for both the Chair and Vice Chair roles. All other nominees declined, except for Charles Kelly for Chair, and Isabell Hubert for Vice Chair. They were the successful candidates by acclamation, and will be active in these roles from February 1, 2019 to March 31, 2020.</li> </ul>	

TOPICS OF THE NIGHT	DECISION
	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>David Thatcher's presentation on the 17<sup>th</sup> Avenue SE BRT project in Calgary.</li> <li>Approval of the final draft of the Wayfinding subcommittee report.</li> <li>Establishment of the next subcommittee, which will review methods of communication throughout the transit system.</li> <li>Charles Kelly and Isabell Hubert's election to the positions of Chair and Vice Chair.</li> </ul>	

MOTION TO APPROVE MINUTES OF THIS MEETING	DECISION
<p><b>MOVED:</b> by M. Vincent &amp; seconded by I. Hubert on February 25<sup>th</sup>, 2019 to approve these January 28<sup>th</sup>, 2019 minutes.</p>	<b>CARRIED</b>