



FINAL Meeting Minutes

Monday, May 25, 2020

5:15PM –7:45PM

Remote/Virtual Meeting

Meeting No. 20.05

Prepared by Christy McKenzie

Members Present:

Charles Kelly (Chair), Isabell Hubert Lyall (Vice Chair), Bryan Shepherd, William Agbakoba, Jarret Esslinger, Giselle General, Philip Reid, Mudasser Seraj, Councillor Andrew Knack

Regrets: Ngoan Do, Steve Bradshaw (President, ATU 569)

ETS & City of Edmonton Staff:

Councillor Andrew Knack, ETSAB Council Advisor

Marc Lachance, ETS Staff Liaison

Christy McKenzie, ETSAB and ETS Administrative Assistant

Yuan Zuo, ETS Planning and Scheduling Administrative Assistant

Materials & Attachments:

- Meeting Agenda & Draft Meeting Minutes
- ETS Branch Manager Memo to Members in lieu of Branch Highlights report
- DRAFT ETS Safety and Security Sub-Committee Letter to UPC, Version 2

CALL TO ORDER 5:30 PM	
AGENDA REVIEW	DECISION
<p>MOVED: by I. Hubert Lyall to approve the May 25th, 2020 agenda.</p> <p style="text-align: right;">CARRIED</p>	
APPROVAL OF PREVIOUS MEETING MINUTES	DECISION
<p>MOVED: by W. Agbakoba to approve the April 27th, 2020 minutes.</p> <p style="text-align: right;">CARRIED</p>	

FOR APPROVAL	DECISION
Draft ETS Safety and Security Sub-Committee Letter to UPC, Version 2	P. Reid
<ul style="list-style-type: none"> • Version 2 of the draft letter to UPC was presented to the Board by the sub-committee. It outlined the sub-committee's findings and recommendations regarding the importance of ETS Safety and Security, including: <ul style="list-style-type: none"> ○ technology to report safety and security issues; ○ safety- and security-related data; and ○ perceptions of safety and security. • Changes were made to the draft during the meeting: <ul style="list-style-type: none"> ○ Remove "as well" from the second last sentence before listed recommendations. ○ Re-order the main themes, placing "Lack of Meaning Data" second, instead of first. ○ Add "including ETSAB members" to the first sentence of the second paragraph ("...refocus efforts to work with a group formed with Administration to bring together multiple stakeholders, including ETSAB members..."). • The Board voted unanimously in favor of approving the letter for submission with these changes. 	

MOVED: by P. Reid to approve the letter on ETS Safety and Security for submission to UPC with the following changes:

- Remove “as well” from the second last sentence before listed recommendations.
- Re-order the main themes, placing “Lack of Meaning Data” second, instead of first.
- Add “including ETSAB members” to the first sentence of the second paragraph (“...refocus efforts to work with a group formed with Administration to bring together multiple stakeholders, including ETSAB members...”).

CARRIED

NEW BUSINESS		INFORMATION
Recruitment Update		C. Kelly
<ul style="list-style-type: none"> • Charlie was able to confirm that he received notice that the five new members have been selected and approved for appointment. More information about the appointments will be sent out to members as soon as it becomes available. • Charlie and Isabell plan to organize a virtual meet and greet within the week, dependent on new member availability. • Another virtual Transit Innovation sub-committee meeting will be organized as well, prior to the June General Board meeting, for informal introductions of new and existing members. 		
Ridership Impacts - Post-Pandemic		I. Hubert Lyall
<ul style="list-style-type: none"> • Isabell brought forward the subject of post-pandemic transit ridership impacts for consideration for further research by members, based on a twitter message by Carrie Hotton-MacDonald, Director of ETS Business Integration earlier in the month, and related media attention regarding transit service levels over the summer, and fare collection beginning soon in Calgary. • Charlie confirmed that these items will be discussed in more detail at the Transit innovation meeting to follow the General meeting. 		
SUB-COMMITTEE UPDATES		INFORMATION
Vulnerable Users and Transit		C. Kelly
<ul style="list-style-type: none"> • Charlie noted that this sub-committee’s work may now be placed on hold in its current state, so that work can begin on reprioritizing the work plan with the new members input. Members were reminded to sign up for two of the four sub-committees listed for the 2020-2021 term. 		

INFORMATION SECTION		INFORMATION
ETS Branch Highlights Report		M. Lachance
<ul style="list-style-type: none"> • The ETS Branch Update was provided in the form of a memo from Eddie to members, in lieu of a Branch Highlights report. Question and Answer period followed, including: <ul style="list-style-type: none"> ○ Members inquired about Transit Peace Officer (TPO) enforcement related to COVID-19 and provincial guidelines. Marc confirmed that ETS has been very proactive with adjustments to operating procedures, including reducing seating and sectioning off seats/areas, and added signage. The TPOs do have authority to enforce the provincial Public Health Act Orders, and have been focused on security related issues in conjunction with Edmonton Police Services. They are taking an "Educate" approach in their interactions with riders. Typically, it is EPS that are taking enforcement actions when serious incidents occur, such as coughing on bus drivers, patrons at bus stops, etc. Data relating to the number of tickets and/or warning issued is not available at the present time. ○ Discussion around the change in service demand for U-Pass holders, due to post-secondary institutions making service changes - to mainly virtual class offerings in the fall. Marc noted that ETS is continually monitoring and aligning with the provincial guidelines for Phase II of the reopening, as well as planning for a variety of scenarios to 		

<p>adjust more quickly to the situation as required. Bryan noted that representatives from Norquest and other post-secondary institutions are actively engaged in discussions with ETS about the program currently, and working through changes to contract terms, regarding potential payment exemptions for any services they are not able to utilise.</p> <ul style="list-style-type: none"> ○ An update on the Smart Fare project implementation plan was requested. Marc confirmed that installations of hardware have been delayed due to the return of US-based contractors to the US during the pandemic. ○ Members inquired about whether ETS may make wearing masks mandatory for citizens. It was noted that this is logistically difficult to manage and enforce, so it is not being considered at this time. ○ Member inquiry regarding the Operator mental health and wellness, and any related supports in place for front line workers. Marc will look into this and provide additional information. 	
Liaison Updates – EAC/AAC/ATU569/Council Emerging Issues	C. Kelly
<ul style="list-style-type: none"> ● Councillor Knack provided an update on the Emergency Advisory Committee discussions, regarding post-pandemic public services, with discussion following around bike lanes, the “Reimagine” Phase, budgets, the free transit debate, the bus network redesign, regional transit, CUTA and related topics. 	
TOPICS OF THE NIGHT	DECISION
	I. Hubert Lyall
<ul style="list-style-type: none"> ● Topics selected to highlight: <ul style="list-style-type: none"> ○ The Board approved a letter to City Council regarding Safety & Security on ETS. ○ The Board engaged in robust discussions around the post-CoViD future of urban transportation, and will be looking to investigate this topic further over the coming months. ○ The Board is looking forward to meeting the five new members that have been appointed for the 2020-2021 term in the coming days. 	
MOTION TO APPROVE MINUTES OF THIS MEETING	DECISION
<p><i>MOVED:</i> by I. Hubert Lyall on June 29th, 2020 to approve these May 25th, 2020 minutes.</p> <p style="text-align: right;"><u>CARRIED</u></p>	

CHAIR SIGN-OFF DocuSigned by:
Charles Kelly
0CCCF2116CBC4E1...