



## FINAL Meeting Minutes

Monday, November 30, 2020

5:30pm - 7:30pm

Remote/Virtual Meeting

Meeting No. 20.11

*Prepared by Yuan Zuo*

### Members Present:

Charles Kelly (Chair), Isabell Hubert Lyall (Vice Chair), Bob Turner, Bryan Shepherd, Giselle General, Lindsay Vanstone, Guy Milner, Serena Tang, William Agbakoba, Philip Reid, Mudasser Seraj, Serena Tang, Jarrett Esslinger

### Regrets:

Ngoan Do, Michelle Peter-Jones, Steve Bradshaw (President, ATU 569)

### ETS & City of Edmonton Staff:

Councillor Andrew Knack, ETSAB Council Advisor

Marc Lachance, ETS Staff Liaison

Yuan Zuo, ETSAB & ETS Planning and Scheduling Administrative Assistant

### Materials & Attachments:

- Meeting Agenda & Draft Meeting Minutes
- ETS Branch Highlights Report

CALL TO ORDER 5:30 PM	
<b>AGENDA REVIEW</b>	<b>DECISION</b>
<p><i>MOVED: by G.General to approve the November 30, 2020 agenda.</i></p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>	
<b>APPROVAL OF PREVIOUS MEETING MINUTES</b>	<b>DECISION</b>
<p><i>MOVED: by S.Tang to approve the October 26, 2020 minutes.</i></p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>	

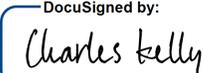
<b>New Business/Updates</b>	<b>INFORMATION</b>
<b>Organization of Google Folders</b>	<b>P.Reid</b>
<ul style="list-style-type: none"> <li>• Phil has circulated a plan (process style map, folder mapping) to the board on his ideas on how to organize the Google Drive</li> <li>• Intent is to get an idea on what that work would look like and once things are settled and the board is in agreement with alignment, the work can get started</li> <li>• The concern from the board is that not everyone might adapt to the drive management so there is a call out for a volunteer to manage the drive management and clean it up frequently to maintain the organization that is the board's intent</li> <li>• Phil will reach out to Judy Bonner and Marc for next steps</li> </ul>	
<b>CUTA Conference Brief Overview/December Meeting</b>	<b>C.Kelly</b>
<ul style="list-style-type: none"> <li>• ETSAB has sent 3 members to CUTA's virtual conference this year</li> <li>• The December meeting will be used primarily to allow the CUTA representatives (Isabell, Lindsay &amp; Guy) to deliver their reports and findings from the conference.</li> </ul>	

<b>SubCommittee Updates</b>	<b>INFORMATION</b>
<b>COVID Sub Committee</b>	<b>B.Shepherd</b>
<ul style="list-style-type: none"> <li>Bryan has shared the final draft of the COVID sub committee report to the rest of the board, asking for comments, feedback and suggestions. The plan is to have it approved by December 14, 2020.</li> </ul>	
<b>BIPOC Sub Committee</b>	<b>J.Esslinger</b>
<ul style="list-style-type: none"> <li>Michelle has led the social media engagement as the board wanted to get some real world experience through people while on transit.</li> <li>Next meeting for this sub committee is Thursday December 3, 2020</li> <li>The sub committee hopes to hear feedback from Guy from CUTA that might correspondence with BIPOC</li> <li>The goal is to have the board review and approval of the report in the January 2021 board meeting.</li> </ul>	

<b>EXTERNAL UPDATES</b>	<b>INFORMATION</b>
<b>ETS Branch Highlights Report</b>	<b>M. Lachance</b>
<ul style="list-style-type: none"> <li>Ridership continues to hover near 50% of YOY ridership though there has been a recent slide towards a 45% of YOY in the past month, which may be attributed to the rising COVID-19 case numbers in Edmonton and Alberta.</li> <li>The marketing and communications plan for the BNR includes a comprehensive mix of communications channels including, print media, multimedia, social media, outreach activities, traditional media (i.e. pattison ads, transit shelter ads, roadside signs), and community based conversations with individual stakeholder groups.</li> <li>As part of preparing for the fall budget adjustment process, all branches across the City contributed budget reduction proposals to help a 0% tax levy for 2021. The overall budget reports have been released and can be found <a href="#">linked</a> to the agenda of the November 16th/18th City Council meeting:</li> <li>ETS presented a Council report recommending extension of the temporary measures to accommodate students impacted by the temporary pause on U-Pass due to COVID-19. Council approved the recommendation on Monday, November 16th without debate. The temporary measures include opening up the low income Ride Transitpass program to eligible students, as well as extending all youth fare products to affected students.</li> <li>ETS was a recipient of a Corporate Leadership Award in the area of Environmental Sustainability for the Kathleen Andrews Transit Garage.</li> <li>Thanks to the Public Transit Infrastructure Fund, LRT Operations and Maintenance team will be replacing the seats on the newer fleet of LRT trains soon. Delivery of the new seats are expected and installation will take place throughout Q1 2021.</li> <li>The public facing decals that appear along operator cabin walls in the buses support the overall <a href="#">Wear a Mask</a> communications on transit. The intention is to have this information available to support any inquiries that may arise around when an operator does or does not need to wear a mask within the operator cabin.</li> <li>The 311 App allows individuals to report graffiti or vandalism on transit infrastructure, late bus service, or general feedback (cleanliness, driving concerns or operator behaviour). Below is a table based on the 'tickets' received through the 311 app since transit options were included on the</li> </ul>	

platform in November 2019. Reports related to cleanliness and garbage make up close to 65% of all incidents.	
<b>Councillor Emerging Issues Update</b>	<b>A.Knack</b>
<ul style="list-style-type: none"> <li>• Cllr Knack has encouraged the board to speak at the public budget hearing.</li> <li>• Charlie will put something together with Phil and Isabell after the board meeting</li> </ul>	
<b>Edmonton Arts Council</b>	<b>S.Tang</b>
<ul style="list-style-type: none"> <li>• A final artist has been selected for the stadium public art piece.</li> </ul>	
<b>Topics of the Night</b>	<b>I. Hubert Lyall</b>
<p>The Board:</p> <ul style="list-style-type: none"> <li>• Was updated on the <b>continued work of the two subcommittees</b>, <i>Returning Safely to Transit during COVID-19</i> and <i>Inclusive Transit: BIPOC Experiences with ETS</i>, which are both looking to deliver their reports soon.</li> <li>• Had a good discussion around the <b>upcoming municipal budget adjustments</b>, and their impacts on public transit; ETSAB is prepared to speak to this at the December 3 budget adjustment hearing.</li> <li>• The Board also had a good discussion surrounding <b>masks on transit</b>. While ETSAB understands that operators are exempt from the mask requirement due to the enclosing transparent shields, the Board is concerned with the public perception and symbolic nature of an operator, as an authority figure, not wearing a mask when passengers are required to wear one while aboard a bus. Our ETS liaison has been made aware of this concern, and has expressed an interest in exploring whether more information could be publicly disseminated in regards to this issue.</li> </ul>	
<b>MOTION TO APPROVE MINUTES OF THIS MEETING</b>	<b>DECISION</b>
<p><b>MOVED:</b> by G.General in January 2021 to approve these October 26 , 2020 minutes. <b><u>CARRIED</u></b></p>	

CHAIR SIGN-OFF \_\_\_\_\_

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