



**Edmonton Transit System Advisory Board**

**DRAFT Meeting Minutes**

Monday, September 24, 2018

5:30PM –8:00PM

Heritage Room, City Hall

Meeting No. 18.09

*Prepared by Christy McKenzie*

Members Present:

Sean Lee (Chair), Charles Kelly (Vice-Chair, Bob Macklon, Isabell Hubert, Giselle General, Maurice Vincent, Brian Curry, Mariah Samji, Philip Reid

Regrets:

Jorge Arango, Stewart Smith, Mark Tettersington (President, ATU 569), Kouresh Lotfi

Guests:

n/a

ETS & City of Edmonton Staff:

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

Ian Hosler, Program Coordinator - Walk Edmonton, City Planning, Urban Form & Corporate Strategic Development

Christy McKenzie, Administrative Assistant, ETSAB and ETS Technical Services

Materials & Attachments:

- Meeting Agenda
- Draft Meeting Minutes – August 27<sup>th</sup>, 2018
- ETS Branch Highlights Report

<b>1. CALL TO ORDER</b>	
Call to order at 5:30PM	

<b>2. AGENDA REVIEW</b>	<b>DECISION</b>
<i>MOVED: by M. Samji &amp; seconded by P. Reid to approve this September 24<sup>th</sup>, 2018 agenda.</i>	
<b><u>CARRIED</u></b>	

<b>3. APPROVAL OF PREVIOUS MEETING MINUTES</b>	<b>DECISION</b>
<i>MOVED: by I. Hubert &amp; seconded by C. Kelly to approve the August 27<sup>th</sup>, 2018 minutes.</i>	
<b><u>CARRIED</u></b>	

<b>4. PRESENTATIONS</b>	<b>INFORMATION</b>
<b>City of Edmonton Wayfinding Project Status Update</b>	<b>I. Hosler</b>
<ul style="list-style-type: none"> <li>• Ian provided an overview of the intercept survey results during the project’s development, the <u>City’s design standard</u> for various types of map-based wayfinding signage is available to the public on edmonton.ca (interim signage during construction, pedway map-based signage, ETS transit centre and LRT station signage, cycling signage, printed maps, City and 3<sup>rd</sup> party website maps, and maps on smart devices).</li> <li>• Three separate contractors are involved in the project. A local sign manufacturer has been awarded a contract for the identified signage, EPCOR will be contracted to provide the electrical design and installation of the lighting component and a digital mapping company will provide the maps and updates as required.</li> <li>• Temporary signage is planned to be placed along the route of the future Valley Line West LRT in the downtown core and on Stony Plain Road until construction is completed.</li> <li>• The map-based wayfinding system will be geared to pedestrians, cyclists, and transit users, and be</li> </ul>	

completed in conjunction with the River Valley Parks mapping system and the downtown core pedway system stakeholders. Most of the pedways are privately owned, which limits the installation of any new signage, but the signage standard guidelines have been shared with them for consideration when updating the signage in their pedways. The Ice District is one example.

- It was noted that some of the funding for the pedestrian wayfinding project has been provided by ETS. If funding can be sourced, a related system-wide audit of accessibility of the transit system may be possible in 2019.
- Examples of interactive “living” maps from [Cleveland](#) and [Queen Elizabeth Olympic Park](#) in London were presented and discussed as effective aids to wayfinding. These include features such as the ability to zoom in to a specific bus stop and see the upcoming departure times, accessibility features of the transit properties, as well as bicycle routes and bicycle parking locations. There is an option to highlight seasonal changes (opt for a winter and summer version) as well.
- An overview of the current state included example images, and it was noted that there are forty community walking maps, a Cycle Edmonton map, three River Valley maps, an annual ETS Ride Guide, and route maps currently produced to augment wayfinding by the City of Edmonton.
- Question and Answer period followed:
  - The standardization and update of the physical signage is planned to be completed prior to consideration of digital signage, and these would be subject to availability of funding. Additions of some interactive platform kiosks for the Valley Line are being considered, although they may underperform in temperatures below -15C. The Ice District does have digital signage, but they are not interactive.
  - Map orientation selection for the standard was confirmed to be heads up instead of north up. Generationally the preference differs; older generations are more familiar with north up, but heads up is now standard practice as built into most smart devices.
  - It was noted that the City’s renewal construction projects will now include the standard wayfinding signage installations as appropriate.
  - Discussion around selection process for the types of signage. The Edmonton Design Committee received a presentation of three proposals and selected based on a combination of considerations, including cost, winter design and distinctiveness of the design.
  - Discussion around timelines for next steps and project completion, including funding availability, priorities, advertising funding, and other major cities approach.

<b>5. FOR APPROVAL</b>	<b>DECISION</b>
<ul style="list-style-type: none"> <li>• Sean advised members that the Office of the City Clerk has sent some suggestions for changes to the recommendations of the report. He plans to connect with them to discuss early this week, but confirmed that there will likely be no changes to the report itself; therefore re-approval will not be required.</li> </ul>	

<b>6. NEW BUSINESS</b>	<b>INFORMATION</b>
<b>Administrative Items</b>	<b>S. Lee</b>
<ul style="list-style-type: none"> <li>• The Canadian Urban Transit Association recently held a photo competition in which they provided a prize incentive for photographs that they could use in their promotional materials. One of the Board members, Isabell Hubert, was the winner of the competition in the "Integrated Urban Mobility" category.</li> <li>• A reminder of the upcoming bi-annual Luncheon with Councillors on October 16<sup>th</sup> was provided with a request for confirmation of attendance.</li> <li>• Sean provided members with a summary of the BRT discussion with Councillor Nickel’s office that confirmed interest of some wards and Councillors in the viability of this type of transit service. It was confirmed that the Board’s BRT letter to Council is schedule for issue on October 9<sup>th</sup>.</li> <li>• The Office of the City Clerk is offering a Board Member Training Session on the morning of Saturday, October 13<sup>th</sup>. Up to three members of each Board are invited to attend. Sean requested interest from members.</li> </ul>	

<b>7. SUB-COMMITTEE UPDATES</b>	<b>INFORMATION</b>
<b>Transit Innovation</b>	<b>M. Vincent</b>
<ul style="list-style-type: none"> <li>No meeting was held in September. Maurice will send a doodle poll to members to select a date for October.</li> </ul>	
<b>Wayfinding</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>Jorge facilitated a site visit to Churchill Station during the first week of September to identify wayfinding deficiencies while travelling with wheeled mobility aids. Members have compiled notes for inclusion in the final report, and found it to be an informative and worthwhile exercise. Some discussion points included lighting of signage, interactive versus static signage, elevator access and related signage for wheeled mobility aids (or bicycles), safety signage (muster points, escape routes for emergencies), and identifiable meet up locations at transit centers.</li> </ul>	
<b>Integrating Land Use and Transit Policies</b>	<b>M. Samji</b>
<ul style="list-style-type: none"> <li>Mariah has distributed the sub-committee's work on the Draft Terms of Reference to all members for review and comments prior to approval at the October General Meeting of the Board.</li> </ul>	
<b>Standing Items</b>	<b>S. Lee</b>
<ul style="list-style-type: none"> <li>n/a</li> </ul>	

<b>8. INFORMATION SECTION</b>	<b>INFORMATION</b>
<b>ATU569</b>	
<ul style="list-style-type: none"> <li>N/A</li> </ul>	
<b>DATS Advisory Group (DAG) Update</b>	<b>B. Macklon</b>
<ul style="list-style-type: none"> <li>Bob noted that the DATS Open House held on September 13<sup>th</sup> was well attended (comparable to previous years) even though the weather was inclement.</li> </ul>	
<b>ETS Branch Highlights Report</b>	
<ul style="list-style-type: none"> <li>The ETS Branch Highlights report was reviewed by members.</li> <li>Question and answer period followed. <ul style="list-style-type: none"> <li>ETSAB members recently had an email conversation regarding an ETS tweet instructing people waiting to flag down buses as they pass. ETSAB members inquired if this was a policy for ETS. Marc confirmed that the expectation is that a driver will stop for anyone waiting at a bus stop, but a driver may proceed on if they are waved on by the individual. A member of ETSAB noted that the tweet was pushed out multiple times.</li> <li>Members requested the process for handling tweets related to ETS, particularly if there are multiple public tweets about a specific issue.</li> <li>Also, a member noted that the 311 app did not provide the option to submit complaints and commendations on Transit issues (real time issues at specific stations, stops or terminals).</li> </ul> </li> </ul>	
<b>Councillor Emerging Issues Update</b>	
<ul style="list-style-type: none"> <li>N/A</li> </ul>	
<b>Accessibility Advisory Committee (AAC)</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>Charlie expects to meet a member of the Committee at the upcoming Board Member Training Session and hopes to provide an update at the October Board meeting.</li> </ul>	
<b>Edmonton Arts Council (EAC)</b>	<b>M. Samji</b>
<ul style="list-style-type: none"> <li>During a meeting with an EAC representative in September, the motion from Councillors in response to ETSAB's Public Art – Promoting Public Art through Edmonton's Transit System, which was "that Administration work with the Edmonton Transit System Advisory Board, the Edmonton Arts Council, and other stakeholders to explore mechanisms for developing public art including funding options for public art in transit infrastructure as an option to enhance security, safety, and ridership."</li> </ul>	

9. TOPIC OF THE NIGHT	DECISION
<ul style="list-style-type: none"> <li>• Highlights of the meeting selected as the topics of the night to share with Councillors:               <ul style="list-style-type: none"> <li>○ The informative presentation on the status of the City's Wayfinding Project.</li> <li>○ Isabell's winning entry in the CUTA photo contest.</li> </ul> </li> </ul>	<b>C. Kelly</b>

10. MOTION TO APPROVE MINUTES OF THIS MEETING	DECISION
<p><b>MOVED:</b> by _____ &amp; seconded by _____ on October 29<sup>th</sup>, 2018 to approve these September 24<sup>th</sup>, 2018 minutes.</p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>	