



Edmonton Transit System Advisory Board

Meeting Minutes “FINAL”

Monday, April 24, 2017

5:30PM –8:00PM

Heritage Room, City Hall

Meeting No. 17.04

Prepared by Christy McKenzie

Members Present:

Izak Roux (Chair), Sean Lee, Bob Macklon, Charles Kelly, Brian Curry, Mariah Samji, Syed Zaidi, J. Philip Reid

Regrets:

Vlad Slavov (Vice-Chair), Mark Tetterington (President, ATU 569), Kristina Peter

Guests:

Isabell Hubert
Stewart Smith

ETS & City of Edmonton Staff:

Councillor Andrew Knack

Michael Schneider, Program Manager, Facility Design and Construction, City Integrated Infrastructure Services

Sarah Feldman, General Supervisor, Transportation Strategies, City Planning

Marc Lachance, ETS Staff Liaison for ETSAB, and Project Manager, ETS Business Integration

Christy McKenzie, ETSAB Recording Secretary & Administrative Assistant, ETS Technical Services

Materials & Attachments:

- Meeting Agenda
- Draft Minutes from March 27th, 2017
- Copy of 2017/2018 Final Work Plan
- Draft ETSAB Member Biographies
- ETS Branch Highlights Report
- Handout: 2017 AMENDED Election Guidelines for City Boards memo from OCC

1. CALL TO ORDER	
Call to order at 5:30PM	

2. AGENDA REVIEW	DECISION
MOVED: by C. Kelly & seconded by B. Macklon to approve this April 24 th , 2017 agenda.	
<u>CARRIED</u>	

3. APPROVAL OF PREVIOUS MEETING MINUTES	DECISION
MOVED: by M. Samji & seconded by B. Macklon to approve the March 27 th , 2017 minutes.	
<u>CARRIED</u>	

4. PRESENTATIONS	INFORMATION
Overview of Mechanized River Valley Access Project	M. Schneider
<ul style="list-style-type: none"> • Michael provided the history and status of the River Valley Alliance <u>Mechanized River Valley Access project</u>, included details on the integration of transit and accessibility for citizens with mobility challenges and those with children in strollers, or transporting bicycles. The construction phase began in March 2016 and is on target for completion by fall of this year, will the goal of increasing access to the river. The project includes new trails, docks, a new park area with public art installation, a promontory next to the MacDonald Hotel, a pedestrian bridge, a river lookout, a staircase with seating built in, an elevator with access to Louise McKinney Park and the funicular, which holds up to 20 people. Emergency 	

cameras, lighting, automatic locks and other safety features were highlighted, with hours of operation expected to align with all City park hours of 7:00 AM to 11:00 PM.

- Question and answer period followed, and included:
 - River lookout glass graphic or marking for visually impaired.
 - Discussion around requirements and plans for maintenance. Doppelmayr will be supplying and maintaining the funicular and the elevator.

Overview of Transit Strategy Report to UPC (June 7, 2017)

S. Feldman

- In November 2016, the Transit Strategy report to Council provided alignment to the strategic objectives, and identified the values of citizens for transit as *mobility, connectivity, integration, and sustainability*. The characteristics or attributes of the system were identified as *fast, safe, convenient and reliable*, and the policy framework was defined. In June 2017, the focus of the report on the Transit Strategy will be specific actions for support and approval by Council.
- Eighteen measures to track progress (key performance indicators) have been identified in relation to the actions proposed, such as number of street intersections per square kilometre in new neighbourhoods, cost recovery ratio, number of routes per platform hour, on time performance, and staff engagement/satisfaction.
- Conceptual designs of the proposed city-wide Primary Transit Network, Frequent Transit Network and local transit network for NE and Heritage Valley were presented.
- Some items presented include:
 1. Interdependency of City's development planning with public transit. This involves processes for incorporation of transit in neighbourhood planning, and development of a Station Access Strategy (i.e. building on the Park & Ride Strategy).
 2. Standardization of funding and fare structure, including fare policies and procedures.
 - Cost recovery target for the overall system will be included at 45-50%.
 - Transparent, simplified fare structure including standardized discount multipliers for different groups.
 - Exploration of scaled fares at the regional level and related public communication strategy, especially in anticipation of implementation of the Smart Fare system.
 3. Network design changes and market response.
 - Inner area riders value focus on frequency, and outer area riders value shorter overall trip time (express routes). Therefore, the proposal will offer layers of service based on demand, including exploring partnerships with third party companies in low demand areas.
 - Focuses on planning strategy for projecting future demand/forecasting.
 - Focuses on improving the passenger waiting environment.
 - Focuses on TOD and Park & Ride.
 - Infrastructure improvements – feasibility study for priority measures for frequent transit network and rapid bus corridors.
 - LRT growth – downtown circulator including Metro Line extension to Blatchford and West Valley Line.
 4. Customer Experience
 - Safety and Security - publishing statistical reports to the public, and addressing root causes of recurring issues (i.e. extreme weather protocols).
 - Standard training for front line staff, and exploring idea of station managers
 - Customer Charter and related update to the Transit Bylaw.
 - Standardize how complaints are tracked, resolved, and reported.
 - Strategy for timely service alert communications to riders.
 - Expand partnerships with sporting events (similar to the partnership with Eskimos).
 - Engaging customers during development and implementation of Smart Fare program.
 5. Developing Organizational Capacity
 - Support for adaptation to changing technology
 - Development of a Technology Road Map
 - Planning for Automated Vehicles
 - HR Strategy
 - Renewal of vehicles and infrastructure
 - Increased advocacy for funding from higher levels of government
- Question and answer period followed.

<ul style="list-style-type: none"> ▪ Discussion around redesigning public facing system maps for wayfinding. This was noted to be actionable within the customer information portion of the strategy, with plans to include a detailed review of all paper and electronic information. ▪ Timelines for the rollout of the strategy were discussed with start planned for summer of 2017 and initiation of changes dependent on Valley Line LRT construction extending into 2020. ▪ Discussion around Cost Recovery Ratio. ▪ Methodology and tools for forecasting future ridership were discussed. ▪ Strategy for continuous improvements to the network design was discussed with goal of keeping up with changing demographics of ridership. ▪ Sarah will send additional follow up materials for distribution to the Board which will also be posted as updates on the Transit Strategy webpage shortly.

5. REQUEST FOR APPROVAL	DECISION
n/a	

6. SUB-COMMITTEE UPDATES	INFORMATION
Transit Innovation	I. Roux
<ul style="list-style-type: none"> • No meetings were held in April. A meeting will be held in May with discussion around BRT. 	
Heated Shelters	K. Peter
<ul style="list-style-type: none"> • Izak to circulate to the members for feedback for the final draft for approval at the May general meeting of the Board. 	
Transit and Tourism	S. Lee
<ul style="list-style-type: none"> • The draft final report for this sub-committee is nearing completion. Input from a few members is pending. • On April 24th sub-committee members met with three management staff at Edmonton International Airport. They learned that the EIA Outlet Mall is opening in May or June, and transport services will be needed for both workers and visitors. 	

7. NEW BUSINESS	INFORMATION
OCC Communication, re: 2017 Council Election Guidelines for Board Members	I. Roux
<ul style="list-style-type: none"> • Izak acknowledged receipt on behalf of the Board of the communication distributed by Office of the City clerk to all Boards, Committees, and Commissions regarding 2017 Council Election Guidelines for Members, with reminder to review and act in accordance. 	
Review of Final Work Plan for 2017 – 2018 term	I. Roux
<ul style="list-style-type: none"> • Izak requested Automated Vehicle and Gondola/Cable Car sub-committee leads to prepare for May start as per work plan. All members were tasked to sign up for at least one prior to the May General meeting. • Izak requested members assigned to monitor status of development of Route 747, and the 10 year Capital Investment Agenda to initiate contact with ETS. 	
New Members and Orientation Session Dates	I. Roux
<ul style="list-style-type: none"> • Request to reappointed members to review and update Draft ETSAB Member Biographies for updates to submit for posting to the web page by May 2, 2017. • Members present confirmed either May 16 or May 18 could be accommodated for an orientation session, with May 18th generally preferred. 	
Debrief of Spring Luncheon with Councilors on April 19, 2017	I. Roux
<ul style="list-style-type: none"> • It was noted that the date seemed to allow for more Councilors to attend. • The conversations around automated vehicles and BRT were noted to be of particular interest. • Selection of a date for the fall meeting to be set at the June general meeting. 	

8. INFORMATION SECTION	INFORMATION
ATU Update	I. Roux
<ul style="list-style-type: none"> Izak received approval from ATU for sponsorship for an ETSAB member to attend UITP today. 	
DATS Advisory Group Update	B. Macklon
<ul style="list-style-type: none"> Nothing to report. 	
ETS Branch Highlights Report	M. Lachance
<ul style="list-style-type: none"> March report was presented, including involvement of ETS in a new partnership between City of Edmonton and Government of Alberta on the United Nations (UN) Safe City initiative, the 2017 Service Hour Reallocation Plan. New ETS reports are being developed for submission to the June 7th meeting of the Urban Planning Committee on the Smart Fare Project, the Transit Strategy Project, and ETS response to ETSAB's report on Transit User Experience. A report on the Bus Camera System is scheduled for presentation to the Community and Public Service Committee on June 19th as well. Question and answer period followed: <ul style="list-style-type: none"> Marc to share out for feedback an ETS annual performance reporting plan to include in upcoming Branch Highlights reports for response one week prior to May meeting. 	
Acknowledgement of Retiring Member	I. Roux
<ul style="list-style-type: none"> Izak acknowledged Syed Zaidi for his contributions to the Board during his two years of service. Syed was active in supporting many important deliverables on various sub-committees. 	

9. TOPIC OF THE NIGHT	DECISION
	I. Roux
<ul style="list-style-type: none"> Michael's presentation on an overview and status of construction of the Mechanized River Valley Access Project, and included details on the integration of transit and accessibility for citizens with mobility challenges and those with children in strollers, or transporting bicycles. Presentation by Sarah of an overview the Transit Strategy Report that is being presented to UPC on June 7, 2017. The Board expressed appreciation to Sarah for her efforts to engage the Board and provide timely and relevant updates on the status of the Transit Strategy Project throughout its development to this point. 	

10. MOTION TO APPROVE MINUTES OF THIS MEETING	DECISION
<p>MOVED: by M. Samji & seconded by B. Macklon on May 29th, 2017 to approve these April 24th, 2017 minutes.</p> <p style="text-align: right;">CARRIED</p>	

Next Meeting Information:
Date: Monday, May 29, 2017
Time: 5: 30PM – 8:00PM
Location: Heritage Room, City Hall