



**Edmonton Transit System Advisory Board**

**Meeting Minutes**  
**Monday, May 28, 2018**  
**5:30PM –8:00PM**  
**Heritage Room, City Hall**  
**Meeting No. 18.05**  
*Prepared by Christy McKenzie*

Members Present:

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

Regrets:

Philip Reid, Marc Lachance (ETS Staff Liaison for ETSAB), Mark Tettersington (President, ATU 569)

Guests:

Carlos Fiorentino, B.Des., M.Des., UofA Professor, Department of Art & Design

ETS & City of Edmonton Staff:

Christy McKenzie, Administrative Assistant, ETSAB and ETS Technical Services, City Ops

Materials & Attachments:

- Meeting Agenda
- Draft Meeting Minutes – April 30, 2018
- ETS Branch Highlights Report
- ETSAB Transit Skills LRT 40th letter of invitation

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

<b>2. AGENDA REVIEW</b>	<b>DECISION</b>
<p><i><b>MOVED:</b> by I. Hubert &amp; seconded by C. Kelly to approve the May 28<sup>th</sup>, 2018 agenda, with the addition of a new item of business: Updates to the Member Code of Conduct document.</i></p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>	

<b>3. APPROVAL OF PREVIOUS MEETING MINUTES</b>	<b>DECISION</b>
<p><i><b>MOVED:</b> by B. Macklon &amp; seconded by M. Samji to approve the April 30<sup>th</sup>, 2018 minutes.</i></p> <p style="text-align: right;"><b><u>CARRIED</u></b></p>	

<b>4. PRESENTATIONS</b>	<b>INFORMATION</b>
<b>University of Alberta Initial Design Concepts for Edmonton Transit (Part 2)</b>	<b>C. Fiorentino</b>
<ul style="list-style-type: none"> <li>• The design concepts to solve problems identified in Edmonton’s transit system from the first year University of Alberta students were presented to the Board, and included concept designs for:             <ol style="list-style-type: none"> <li>1. An ETS Wait App – Integrated Driver/Passenger communication for transfers based on lag/lead times in the schedule allowing for possible on time departures per stop.</li> <li>2. Bus stop signage with added solar-powered panels with buttons to indicate to drivers which bus the passengers are waiting for</li> <li>3. Lighting posts and panels designated for shelters and other amenities for safety</li> <li>4. Optimize use of space by redesigning University LRT station - departure board on upper floors with bench seating for warmer space than platform to wait for trains and buses</li> <li>5. Painted arrows and lanes for exit and entry to trains for smoother on-boarding and off-boarding</li> <li>6. Geothermal heat system – water heated flooring and wood seating for Health Science station platform, in partnership with U of A labs</li> </ol> </li> </ul>	

- 7. PSD Platform enclosed with automatic doors for entry to trains to insulate the platform space from cold weather coming in through the tunnels
- 8. LRT Car Seating redesign – area per car for condensed seating front facing (as in buses) in sections specified for long and short commutes, with a standing only area in the center, which is also for bikes, baby carriages, and wheelchairs. Each seat designed with handle/bar on the back (as in buses) instead of only hangers.
- 9. ETS City Safe app for support from peace officers in the area surrounding the stations for a safer commute
- 10. Simplifying and standardize station signage
- Question and answer period followed, including discussion around:
  - How the ideas are being shared. It was noted that the design concepts are being used as examples for upcoming classes, and presented to the ETS Advisory Board for the past two years, with plans to continue to bring them.
  - Using street level for departure Boards, and the use of nine LCD screens in Hub mall.
  - Accessibility for mobility aids was noted as an important consideration by students in their future design concepts.
  - The design concept on wayfinding signage standardization and its alignment to the Board's upcoming sub-committee was noted.

5. FOR APPROVAL	DECISION
<b>ETSAB Gondola Report – Recommendations/cover page changes</b>	<b>S. Lee</b>
<ul style="list-style-type: none"> <li>• Adjustments to the recommendations being submitted along with the report were brought forwarded for Board review and approval. This included the recommendations being reduced after some discussion on scope from two to one, and minor wording changes/additions by the Board.</li> </ul>	
<p><b>MOVED:</b> by M. Samji &amp; seconded by B. Macklon to approve the changes to the recommendations to read:  <i>“That Administration, in consultation with key stakeholders conduct a study to explore the high-level feasibility and benefits of building an urban gondola as an alternative or complementary solution to other transport options across and into the river valley that is fully-integrated into our public transit system, and the communities it would serve.”</i></p>	
<b>CARRIED</b>	

6. NEW BUSINESS	INFORMATION
<b>Welcome New Members</b>	<b>S. Lee</b>
<ul style="list-style-type: none"> <li>• The three new members of the Board were officially welcomed and provided brief introductions to reappointed members. Giselle General, Kouresh Lotfi, Maurice Vincent are the new members.</li> <li>• The Board terms begin in May and end in April annually.</li> </ul>	
<b>Administrative Items</b>	<b>S. Lee</b>
<ul style="list-style-type: none"> <li>• Members were reminded to submit expressions of interest for attendance at the fall CUTA conference prior to the June meeting.</li> <li>• Members were encouraged to attend the upcoming LRT 40<sup>th</sup> Anniversary Open House, and the 2018 ETS Transit Skills Competition.</li> <li>• Members were requested to sign up to participate in one or both sub-committees as time allows prior to the next General meeting of the Board, and accept the invitation to the Bus Network Redesign meeting coming up on June 20<sup>th</sup>.</li> </ul>	
<b>Luncheon Debrief - May 22nd</b>	
<ul style="list-style-type: none"> <li>• The members who were able to attend the luncheon confirmed that the session was valuable and shared with the Board the key topics of discussion.</li> <li>• Councillor McKeen, Councillor Knack, Councillor Benga, and Councillor Henderson were in attendance.</li> </ul>	
<b>Council Member Advisor for ETSAB</b>	<b>S. Lee</b>
<ul style="list-style-type: none"> <li>• Councillor Knack's role with ETSAB as the Council Member Advisor was discussed, including:</li> </ul>	

- Invite to join the round table at General Meetings to provide a higher level of input to discussions
- Quarterly check-in or standing item on the agenda for updates on emerging pressing issues for Council was noted as of value to the Board.
- Advice re, items such as:
  - How can the Board support Council initiatives related to Transit?
  - How to reconnect with Council about previously submitted Board reports, if some issues noted have yet to be addressed.
  - When is the best time for presentation of specific work plan deliverables?

<b>Updates to the Member Code of Conduct document</b>	<b>B. Macklon</b>
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- The member appointments as Liaisons to other Boards and committees will be added to the member Code of Conduct for approval at an upcoming meeting. Some clarification around the scope was requested from members. It was confirmed that the documentation should be kept general rather than specific to current assignments.

<b>7. SUB-COMMITTEE UPDATES</b>	<b>INFORMATION</b>
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<b>Transit Innovation</b>	<b>I. Hubert</b>
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- Isabell requested member interest in leading this sub-committee going forward, as she will take over the lead for the First Mile/Last Mile sub-committee from June.
- Topics discussed at the May meeting included a news article on hyperloop duorail between Edmonton and Calgary, the potential partnership between the City and Enoch Cree Nation for public transit, Councillor Knack's Advisor role with the Board, and the automation of text to speech announcements on transit.

<b>First Mile/Last Mile</b>	<b>S. Lee</b>
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- The report on First Mile/Last Mile is 2/3 complete, with anticipated submission for Board approval in July. The Board discussed timing of presentation to Council, and possible alignment with ETS Administration reports on the same topic in late fall 2018.

<b>Standing Items</b>	<b>C. Kelly</b>
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- The items with potential updates were reviewed as listed.

<b>Wayfinding</b>	<b>J. Arango</b>
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- Jorge will send out an invitation for a June meeting to begin work on the Terms of Reference for the committee.

<b>8. INFORMATION SECTION</b>	<b>INFORMATION</b>
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<b>ATU569</b>	
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- n/a

<b>DATS Advisory Group (DAG) Update</b>	<b>B. Macklon</b>
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- DATS has reinstated the mail out of monthly passes for AISH users who have qualified for Ride Transit passes. Since the start of the Ride Transit program, AISH users were required to pick them up from leisure centres or the integrated service center on a monthly basis.

<b>ETS Branch Highlights Report</b>	<b>M. Lachance</b>
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- The ETS Branch Highlights report was reviewed.
- Questions for ETS Administration included request for:
  - Fall guided tour of ETS facilities
  - Copy of or presentation on upcoming reports in advance for comments/review:
    - The First/Last KM study overview presentation at an upcoming Board meeting
    - A copy of Park and Ride Strategy report and update on any partnerships with private industry in advance of it being publicly posted.
  - Requested to know who is leading the Metro Line Signaling project through next steps now that Eddie is back to ETS Branch Manager.

<b>Edmonton Arts Council (EAC)</b>	<b>M. Samji</b>
<ul style="list-style-type: none"> <li>• Mariah provided an update from the May selection committee meeting, where the water themed art submissions for the murals, sculptures and mosaics that are planned for the construction of the Heritage Valley Park and Ride station were reviewed.</li> <li>• The Board discussed the possibility of a letter to Council to readdress key messages in the Public Art in Transit report submitted two years ago, as some issues noted have yet to be addressed.</li> </ul>	
<b>Accessibility Advisory Committee (AAC)</b>	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>• Charlie plans to attend the June AAC general meeting, and provide an update at the June Board meeting.</li> </ul>	

<b>9. TOPIC OF THE NIGHT</b>	<b>DECISION</b>
	<b>C. Kelly</b>
<ul style="list-style-type: none"> <li>• Welcoming the new members and the presentation from the U of A on Concept Designs for Edmonton Transit were selected as the topics of the night.</li> </ul>	

<b>10. MOTION TO APPROVE MINUTES OF THIS MEETING</b>	<b>DECISION</b>
<p><b>MOVED:</b> by C. Kelly &amp; seconded by S. Lee on June 25<sup>th</sup>, 2018 to approve these May 28<sup>th</sup>, 2018 minutes.</p>	
<b><u>CARRIED</u></b>	