



FINAL Meeting Minutes

Monday, March 29, 2021

5:30pm - 7:30pm

Remote/Virtual Meeting

Meeting No. 29.03

Prepared by Yuan Zuo

Members Present:

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

Regrets:

Steve Bradshaw (President, ATU 569)

Guest:

Dustin Wardrop, U of A Student

Evan Martyn, U of A Student

ETS & City of Edmonton Staff:

Councillor Andrew Knack, ETSAB Council Advisor

Marc Lachance, ETS Staff Liaison

Yuan Zuo, ETS Planning and Scheduling

Materials & Attachments:

- Meeting Agenda & Draft Meeting Minutes
- ETS Branch Highlights Report
- Draft Report of Transit & Vulnerable Population
- SDG and Edmonton Transit Power Point

CALL TO ORDER 5:30 PM	
AGENDA REVIEW	DECISION
<i>MOVED: by S.Tang to approve the March 29, 2021 agenda.</i>	
	<u>CARRIED</u>
APPROVAL OF PREVIOUS MEETING MINUTES	DECISION
<i>MOVED: by I.Hubert Lyall to approve the February 22, 2021 minutes.</i>	
	<u>CARRIED</u>

New Business/Update	
Presentation from U of A students	D.Wardrop/E. Martyn
<ul style="list-style-type: none"> • ETSAB was joined this evening by 2 University of Alberta students, Dustin and Evan to share their presentation on UN Sustainability goals in terms of the City of Edmonton transit network. • The students hope to focus on Urban Design, Walkability & Transportation Network as the three main subjects. • The students focused on the existing bus network that the City has had in place and surrounded their project around that. • The students conducted case study reviews of the bus network from other cities. A few of the cities included Portland, New York and ShenZhen. • A visual graphic of a scenario is shown to the board with the current status of how Edmonton's existing network stack up in comparison. • Currently, the most common method of transportation is personal vehicles (62.9%) and public transportation (27.1%). Many people who struggle with public transportation are due to the timeframe it takes for them to get to their destination, for example it takes 10 minutes to drive to work, but the bus will take 35 minutes. Another example is that someone can Uber for 12 dollars but would need to take 2 buses to get to their destination. • The students' project objective was to look at how to revitalize Edmonton's transportation network to attract citizens that rarely use the service. • In a survey the students conducted, 95% of the participants would use public transportation if it was faster and more convenient. People look for high volume, high speed travel (LRT), medium volume, high speed (express bus). • A design intervention was put in place by the students on what they think the bus routes should look like, with a visual graphic shared with the board on a fictional family's travel experience, which is assumed to be more convenient and faster. 	
Google Drive	P.Reid
<ul style="list-style-type: none"> • Phil has taken the feedback from board members from previous meetings and started mapping out how to move documents around. He is interested in doing "test folders" and hopes to start that in the summer when he has more time. 	
Annual Retreat Agenda	I.Hubert Lyall
<ul style="list-style-type: none"> • A draft of the Agenda has been shared and circulated with the board. • The board is looking to virtually meet on Saturday May 8th due to the pandemic. • The board hopes to utilize this time to re-evaluate the process, and identify what the board likes and wants to change. • The new board member will be joining ETSAB around this time as well, and there will be a presentation from Isabell on the Lifecycle of a subcommittee. • The board is hoping to draft the yearly work plan and generate sub committee ideas. • There is also work to find someone from ETS to facilitate a presentation and looking for a facilitator. 	
Recruitment	C.Kelly
<ul style="list-style-type: none"> • Charlie provided an update on recruitment of the new board member. The candidate has been shortlisted and interviewed by the Urban committee, and they will put forward their recommendation to City Council. The final decision will be made by Council, and the board will find out soon on who the successful candidate is. 	
Report from COVID Presentation to Urban Planning Committee	C.Kelly I.Hubert Lyall & B.Shepherd

<ul style="list-style-type: none"> Izzy and Bryan presented the COVID presentation to council and did a fantastic job. ETS responded to the COVID report on the spot. Bryan and Izzy, as well as Council, were pleased with ETS's response. The Council and Mayor wanted to praise ETSAB on the well doing of this report. 	
Status of BIPOC Report	C.Kelly
<ul style="list-style-type: none"> The Agenda was changed from Council and now the new date for this report is May 25, 2021. Jarret, as the lead of the BIPOC subcommittee, together with Izzy as Board Chair will present this report to the Council Committee. 	
Relationship with ETS	I.Hubert Lyall
<ul style="list-style-type: none"> Carrie Hotton-MacDonald has become the Branch Manager of ETS after Eddie Robar's departure and emailed Izzy as she wants to build a closer relationship with ETSAB. There will be monthly check in's between ETS and ETSAB, and Izzy will share with the board what she can. Carrie updated that BNR out reaches will have to be scaled and postponed due to COVID, and will resume once it's safer. There is an issue with google maps currently not showing BNR information correctly; however it is being fixed Carrie has encouraged board members with questions to reach out to ETS administration directly rather than via social media, for a faster response. 	
Motion at CPSC On March 24	C.Kelly
<ul style="list-style-type: none"> There are discussions regarding transit fines - The motion permission bylaw to be changed. administration can review and make recommendations - Councillor Knack was asked for feedback and more will be discussed shortly. 	
Subcommittee Update	INFORMATION
Vulnerable User Approvals	C.Kelly
<ul style="list-style-type: none"> The report has been circulated with the board and has been approved. City Administration will prepare the report for Council and get back to ETSAB with a date and time for presentation. 	

EXTERNAL UPDATES	INFORMATION
ETS Branch Highlights Report	M. Lachance
<ul style="list-style-type: none"> • ETS ridership continues on a similar trend as the previous months. The December restrictions sent numerous organizations into a remote work environment including the Government of Alberta, which may explain some of the continued drop as employees remained at home through February. • As Bus Network Redesign (BNR) launch date approaches on April 25, ETS is preparing customers to better understand how their routes will be impacted and how they can reach their destinations on the new network. Customers can now use the Transit app to preview what their transit trips will look like when the new bus network starts. • Coinciding with the launch of the BNR on April 25, On Demand Transit service will start in 37 neighbourhoods and 16 seniors' residences. On Demand Transit trips can be booked starting April 25 and customers will have three options to book a trip: they can download the <i>Edmonton On Demand Transit</i> app, book online at edmonton.ca/ondemandtransit or phone the On Demand Transit call centre at 780-496-2400. These channels will be ready mid-April so customers can create an account in preparation for when the service launches on April 25. • The City of Edmonton has recently announced that Carrie Hotton-MacDonald has accepted ETS' permanent Branch Manager position. As a result of this change, Sarah Feldman has accepted the position of Director of Business Integration and Workforce Development. Sarah currently serves as the Director of Planning and Scheduling and is overseeing the Bus Network Redesign and On Demand Transit projects. • The City of Edmonton has launched a new digital assistant that can answer basic questions about the new bus network and On Demand Transit service. To use the digital assistant, click on the icon (speech bubble with three dots) in the bottom right corner of the webpages edmonton.ca/newbusroutes and edmonton.ca/ondemandtransit and type your question into the text field. The digital assistant responds best to short, simple requests. • ETS takes an integrated multi-layered approach to safety and security on transit, and is currently in the process of increasing the number of police officers, peace officers and security guards on transit. • The current COVID-19 vaccination schedule is giving some hope to a return to in-person instruction at Alberta's post-secondary institutions. ETS has been working with post-secondary institutions throughout the pandemic to ensure students have access to transit while they are not participating in the U-Pass program that has been suspended since April 2020. If in-person instruction returns in fall 2021, the U-Pass program will resume. The U-Pass provides ETS with a significant portion of ridership and revenue. 	
Councillor Emerging Issue Updates	A. Knack
<ul style="list-style-type: none"> • A motion has been made by Cllr Dziadyk to delay the Bus Network Redesign (BNR) and it will be debated by council at the next meeting. Cllr Knack encourages ETSAB to provide feedback to Council on this issue. 	
Topics of The Night	I. Hubert Lyall

- **Approved its *Transit and Vulnerable Populations report***, which outlines several recommendations to establish a community-based program that may help members of vulnerable communities, such as the elderly or newcomers to Edmonton, become more familiar with taking ETS. We are looking forward to sharing this report with the Council soon.
- Heard a presentation by Dustin Wardrop and Evan Martyn, who, together with their colleague Lucy [Danyang] Zhu, **looked at the ETS network through a sustainability lens** as part of an Industrial Design course project at the University of Alberta. ETSAB was excited to hear from the group and provided feedback on their work.

MOTION TO APPROVE MINUTES OF THIS MEETING

DECISION

MOVED: *by S.Tang on April 26, 2021 to approve these March 29 2021 minutes.*

CARRIED

CHAIR SIGN-OFF _____

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Isabell Hubert Lyall
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