

Members Present:

Izak Roux (Chair), Anand Pye (Vice-Chair), Amy Mannix, Sean Lee, Vlad Slavov, Mariah Samji, Syed Zaidi, Kristina Peter, Shaminder Parmar

Regrets:

Bob Macklon

Steve Bradshaw (President, ATU 569)

Guests: n/a

ETS & City Staff:

Councillor Andrew Knack

Justin Townell, ETS Staff Liaison

Christy McKenzie, ETSAB Recording Secretary

Materials & Attachments:

- Meeting Agenda
- Draft Minutes from February 29th, 2016
- ETS Branch Highlights Report
- 2016-2017 Annual Work Plan
- Service Reallocation Responses
- ETSAB Logo Options – Version 3
- Copy of TC report – Managing Availability of Park and Ride Facilities

1. CALL TO ORDER

- Call to order at 5:30PM

2. AGENDA REVIEW

DECISION

MOVED: by S. Zaidi & seconded by K. Peter to approve the March 29, 2016 agenda

CARRIED

3. APPROVAL OF PREVIOUS MEETING MINUTES

DECISION

MOVED: by S. Zaidi & seconded by M. Samji to approve the February 29, 2016 minutes with the following changes: remove Gail Brown from attendees, included what the motion is going forward.

CARRIED

4. PRESENTATIONS	INFORMATION
Board discussion around written responses to ETS Service Reallocation questions (Attached for review prior to meeting)	J. Townell
<ul style="list-style-type: none"> • The questions and answers were reviewed with Justin facilitating. • Further questions and comments from the board to be addressed included: <ul style="list-style-type: none"> • How is feedback from the public collected, stored, and tracked for response/action, besides the transit strategy? • It seems service reallocation is not included in the changes that trigger an open house. If the public is informed <u>in an open house</u> that the less they use the route the more likely the routes could be discontinued, is there a chance it could impact their decision making about usage? • How does ETS plan to act on lessons learned, so that they have more opportunity to provide input prior to construction of LRT stations, instead of dealing with the operational challenges of the design after construction is complete? • How does ETS measure whether ridership is low on some routes due to low service frequency? Does ETS align their service allocation decisions with peaks in traffic patterns? • Does the upcoming census include transit/travel information, or is this restricted to the Household Travel survey? Can the City provide a presentation to ETSAB on the results of the Household Travel survey when available? • Based on review of included CUTA industry standards for on-time performance: <ul style="list-style-type: none"> ▪ Is GPS tracking an industry standard? ▪ Vancouver and Regina seem to be the closest cities to Edmonton in size that are included in the report. Why are Montreal, Ottawa, and Winnipeg not included? ▪ +3 min/-3 min seems closer to industry standard according to CUTA. When is the City Policy C539 Transit Service Standards due for review? (Councillor Knack confirmed that he met with ETS Branch Manager recently and learned that the policy will be reviewed and updated at the end of the Transit Strategy review.) • Define a “block”? Justin noted this refers to multiple routes within the assigned daily trip for a particular bus. • It seems to be a time-consuming/manual process that reduces reliability. The driver could forget to record it. Will the Trapeze solution help to automate the collection of this data? How can Driver’s know if a passenger passes up the bus because they are waiting for another bus, as opposed to the bus being overly full? To what extent do they use the currently collection of operator reported data to adjust service levels? • Once routes are discontinued, is that a permanent limitation? If not, how does ETS monitor the potential for reinstatement? 	

5. REQUEST FOR APPROVAL	DECISION
2016/2017 Work Plan	I. Roux
<ul style="list-style-type: none"> • Izak noted that the expectation is that every board member will actively participate in one of the two sub-committees that run concurrently. • Izak noted that ETS level of involvement in sub-committee activities is restricted to acting as a resource to provide support if and as required by the members. 	

- Final version of the work plan was reviewed and approved by the board.
- It was confirmed that the work plan will be included in the Annual Report that will be submitted in late April or early May to the Transportation Committee for review.

MOVED: by M. Samji, and seconded by S. Parmar to approve 2016/2017 Work Plan **CARRIED**

ETSAB Logo	I. Roux
<ul style="list-style-type: none"> • Three final options were presented, and the third option was selected by the board. 	
MOVED: by M. Samji, and seconded by S. Zaidi to approve the new ETSAB logo <u>CARRIED</u>	

6. UPDATES	INFORMATION
Transit Innovation	V. Slavov
<ul style="list-style-type: none"> • April 11th confirmed as next meeting date, and members confirmed that the second Monday of each month will work for 2016 meetings. • Vlad requested members to send ideas for guest speakers for these meetings. 	
Public Art	M. Samji
<ul style="list-style-type: none"> • Report is being finalized for review and approval by the board at the April meeting. A policy review is coming up in fall of 2016, and the board hopes to have their findings submitted for consideration. 	

7. NEW BUSINESS INFORMATION	
CUTA conference attendance update	I. Roux
<ul style="list-style-type: none"> • The board members were advised that ETS has decided to cut the funding for an ETSAB member to attend the annual fall CUTA conference. Izak informed the board that he intends to escalate the request to have the funding reinstated. 	
TC Luncheon – April 19	I. Roux
<ul style="list-style-type: none"> • The board members were reminded of the upcoming luncheon with the transportation committee, and asked to confirm their intention to attend. All members present confirmed. 	
Park & Ride Report Status Update	M. Samji & A. Pye
<ul style="list-style-type: none"> • The action items resulting from the presentation to TC and then to Council were reviewed. • On March 14, 2016, on 6.12 of the minutes of meeting, Council was in favor of Administration proceeding to implement the following solutions by September 2016: <ul style="list-style-type: none"> ○ Conversion of free Park and Ride stalls to paid reserved stalls. ○ Increasing the price to park in reserved Park and Ride stalls. 	

- Designating time-limits and/or charging fees for unreserved stalls.
- Kudos was noted to the committee for a quality report that provided councillors with the information they needed to respond with a call to action.
- It was noted that the media coverage elicited feedback from the public in the comments section regarding public perceptions of the ETS Advisory Board

8. TRANSIT BRANCH MONTHLY HIGHLIGHTS REPORT	INFORMATION
	J. Townell
<ul style="list-style-type: none"> • Presentation of the Transit Branch Monthly Highlights Report • Question and Answer period followed: <ul style="list-style-type: none"> • Requested methodology for ridership reports • Requested timeline for decision around integration of Safety and Security communication options for riders into the ETS customer information tools on the City website. • Requested whether the Wayfinding Committee consists only of City Employees, and if so, requested feedback on the level of public engagement. • Requested updates going forward on ETS Branch Highlights update: “We are exploring options for use of the “retail” space on the concourse level in Bay/Enterprise Square LRT Station with a number of community groups/initiatives - an underground arts space (space for artists to work), a tool sharing library (require space until the Milner Library is renovated in two years), a gaming incubator (to develop game coding skills, network with others interested in gaming, etc.), and a black heritage library for the Nile Valley Foundation. Edmonton Police Service is also interested in space in a few of the downtown underground LRT stations (including Bay Station) for beat offices. The section responsible has formed a task team and is working through options with the community groups in conjunction with representatives from Citizen Services.” • Requested updates to ETS connection with Transportation Planning when available since the reorganization of the City’s reporting structure. • Requested status of when ETS will formally be using Balanced Scorecards, and whether that information can be included in the ETS Branch Highlights report, or if and when they will be available to the public. 	

9. INFORMATION SECTION	INFORMATION
ATU Update	S. Bradshaw
<ul style="list-style-type: none"> • N/A 	
DATS Advisory Board Update	B. Macklon
<ul style="list-style-type: none"> • N/A, covered in ETS Branch Highlights report 	

10. TOPIC OF THE NIGHT	DECISION
	V. Slavov
<ul style="list-style-type: none"> • 2016/2017 Work Plan approval by board for submission with 2015 Annual Report to TC. • Looking forward to meeting with TC at luncheon on April 19th. 	

- Successful delivery and outcome of report on Park & Ride to TC and Council for action.

11. MOTION TO ADJOURN	DECISION
<i>MOVED:</i> by A. Pye & seconded by M. Samji to adjourn the meeting	<u>CARRIED</u>

12. MOTION TO APPROVE MINUTES OF PREVIOUS MEETING	DECISION
<i>MOVED:</i> by V. Slavov & seconded by M. Samji on April 25, 2016 to approve these March 29, 2016 minutes	<u>CARRIED</u>

Next Meeting Information:

Date: Monday, April 25, 2016
Time: 5: 30PM – 8:00PM
Location: Heritage Room, City Hall