



Citizen Working Group – Zone “A” (Downtown)

DRAFT

MINUTES

Meeting # 1	Location: Downtown Edmonton Community League, 10042 103 Street
Date: Monday, August 10, 2015	Time: 1:00 p.m. – 3:00 p.m.

Members		Attendance
Allan Kwan	Chinese Benevolent Association	
Ian O'Donnell	Downtown Edmonton Community League	✓
Lindsey Trufyn	Downtown Edmonton Community League	
Lindsay Whyte	Edmonton City Centre	
Kristin Steinhubl	Edmonton City Centre (alternate)	✓
Jim Taylor	Edmonton Downtown Business Association	
Nancy Chan	Boyle Street Community League	✓
Maria Snip	Boyle Street Community League	
Joelle/Jordan Reiniger	Boyle Street Community League (alternate)	
Brent Francis	Edmonton Chamber of Commerce	✓
Shelley Switzer	Churchill Square Festivals	
Amber Rooke	Churchill Square Festivals (alternate)	✓
Sally Kim	Arts District	
Alf White	At Large	
Bill Patrick	At Large	✓
Young Quan	Seniors / At Large	✓
Dan Young	City Market Downtown	✓
Jack Stuempel	Community Relations Advisor (Facilitator)	✓

Guests		
Brad Smid	LRT Design & Construction	✓
Eva Cheung	LRT Design & Construction	✓



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1.	Introductions	Action by:
	<ul style="list-style-type: none"> Meeting participants, including guests from LRT Design & Construction, introduced themselves. 	
2.	Working Group Composition	
	<ul style="list-style-type: none"> The group considered the balance of community sectors reflected in its composition. It was noted that, while the membership reflected participation from the seniors sector, that sector should formally be identified as a category. There was discussion about including the library, but with the emphasis being on citizen participation, it was agreed that the library is best treated as a municipal resource/internal stakeholder. The position for the education sector remains to be filled. 	Jack Stuempel
3.	Terms of Reference	
3.a)	<p><u>Accommodating non-members</u></p> <ul style="list-style-type: none"> The group discussed the matter of openness and transparency in the conduct of its meetings. This discussion was prompted by a suggestion at one of the public recruitment meetings that the provision in the terms of reference stipulating that attendance by non-members would be subject to the mutual agreement of the group was too restrictive. While the terms of reference as written, which include provisions for the public posting of agendas and minutes, were generally supported, the City’s obligation to maximize transparency and accessibility was acknowledged. Accordingly, the group agreed that it would be appropriate to reinforce the transparency of the process by re-wording the section on attendance to allow observers to attend at any time, but requiring that non-members wishing to speak make advance arrangements and be subjected to time limits. Members were invited to supply suggestions in advance of the next meetings. 	Jack Stuempel
3.b)	<p><u>General terms & guidelines</u></p> <ul style="list-style-type: none"> The general terms and guidelines contained in the working group terms of reference were accepted as appropriate. The intention is to maintain the Citizen Working Groups until construction is complete, with the possibility of a continuing role for a period of time after the LRT between downtown and Mill Woods becomes operational. 	
4.	Project Update	
	<ul style="list-style-type: none"> A brief project update was provided to the group. The overview included the following information: <ul style="list-style-type: none"> Three teams have been short-listed teams to submit bids for the public-private partnership (P3) contract. Bids will be received later this year, with the contract to be awarded by early 2016. The successful team will be responsible to complete the design and then build, operate, maintain and partially finance the project. Construction to begin in early 2016 and finish by the end of 2020. The actual schedule and sequence of construction will be known 	



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	<p>after the contract is awarded.</p> <ul style="list-style-type: none"> The City is relocating a number of underground utilities as part of an early works program in advance of actual LRT construction. These have had some local impacts, but efforts have been made to minimize these impacts, particularly on festival activities in Churchill Square downtown. The early works also include some tree relocations, building removals, and a number of road access closures are also being arranged. In addition, the Harbin Gate will be dismantled early this fall to allow for road widening and preserved for future reassembly. 	
5.	102 Avenue Streetscape	
	<ul style="list-style-type: none"> The preliminary design for 102 Avenue in the downtown area has been updated during the past few months. The update reflects a review of how the various travel modes would interact, which led to relocating the cycle lane adjacent to the sidewalk rather than beside the LRT track. It also incorporates public input and provides for integration with various downtown plans including the Capital City Downtown Plan, as well as plans for the Quarters district and the 102 Avenue Precinct. The result is an emphasis on a pedestrian-friendly environment supported by wide sidewalks and low roadway speed limits. Design elements will include the use of paving stones, plantings and street furniture while minimizing clutter. It was suggested that the City should look closely at the practicality of the design and the maintenance commitment it would require in Edmonton’s winter environment, particularly with respect to snow removal. There was also discussion regarding supported pedestrian crossing opportunities, which will be limited to controlled crossings. Vehicular access to and from the road across both pedestrian and cycling traffic was identified as an additional concern. 	LRT D&C
6.	Round Table	
	<ul style="list-style-type: none"> Areas of interest or concern related to the project were flagged for possible future consideration or discussion, including: <ul style="list-style-type: none"> Business impacts along the corridor Current uncertainty of construction timing and the implications for Churchill Square activities, including set-up access Ensuring good communications and construction practices, including lay-down areas, that respect the downtown community (Jack to check on possible details on allowed lay-down zones) Recognition of the unique characteristics of various areas within the overall downtown zone Efficient vendor access to the City Market Downtown 	Jack Stuempel



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6.	Next meeting	
	<ul style="list-style-type: none">For the next meeting, Jack will bring a drawing showing the current detail for the LRT alignment in the downtown area.It was agreed that unless something arises that requires an earlier session, it would be appropriate to plan for the next meeting to be held in early November. Members will be polled in advance for a convenient date and time. (Thanks to DECL for its offer to continue making its space available for future meetings.)	Jack Stuempel

Notes by Jack Stuempel