

Meeting Minutes “FINAL”
(ETSAB) Edmonton Transit System Advisory Board
Monday, February 29, 2016
5:30PM –8:00PM
Heritage Room, City Hall

Meeting No. 16.02

Prepared by Christy McKenzie

Members Present:

Izak Roux (Chair), Anand Pye (Vice-Chair), Amy Mannix, Sean Lee, Vlad Slavov, Mariah Samji, Syed Zaidi, Bob Macklon, Shaminder Parmar, Steve Bradshaw (President, ATU 569)

Regrets:

Kristina Peter

Guests: ETS & City Staff for presentations

ETS & City Staff:

Justin Townell, ETS Staff Liaison

Christy McKenzie, ETSAB Recording Secretary

Sarah Feldman, Project Manager, Transit Strategy, Transportation Planning

Natalie Lazurko, Senior Transportation Engineer, Transportation Planning

Bill Sabey, Director of ETS Customer Service Development

Andrew Gregory, Transit Engineer, ETS Customer Service Development

Materials & Attachments:

- Meeting Agenda
- Draft Minutes from January 25th, 2016
- ETS Branch Highlights Report
- Draft 2016-2017 Annual Work Plan
- On time performance – Transit Center Arrivals
- On time performance – Transit Center Departures

1. CALL TO ORDER

- Call to order at 5:30PM
- Guests were welcomed

2. AGENDA REVIEW

DECISION

MOVED: by M. Samji & seconded by B. Macklon to approve the February 29, 2016 agenda

CARRIED

3. APPROVAL OF PREVIOUS MEETING MINUTES

DECISION

MOVED: by S. Lee & seconded by M. Samji to approve the January 25, 2016 minutes

CARRIED

4. PRESENTATIONS	INFORMATION
<p>Transit Strategy Update</p> <ul style="list-style-type: none"> • Presentation focused on “What We Did and Heard: Nov-Dec 2015”, and “What’s Next: 2016”. <ul style="list-style-type: none"> • 2016 efforts for April to June will focus on discussions around trade-offs between various options for the transit network and fare strategies, and include education to assist participants with making informed choices. This will be in the form of 9 (nine) white papers on the following topics: <ul style="list-style-type: none"> ▪ Environment Scan ▪ Service Delivery Models ▪ Mode shift ▪ Land use ▪ Environmental goals ▪ Social goals ▪ Economic goals ▪ Funding and Fares ▪ Integration of LRT and Bus • An addition “Market Segmentation Report” will also be an output with the purpose of providing research results on perceived barriers for different socio-demographic groups. • The target focus for the fall of 2016 is to: <ul style="list-style-type: none"> ▪ Determine priorities for transit service standards and fare policy ▪ Establish Vision and Guiding Principles ▪ Develop Transit Strategy report ▪ Begin planning implementation project, including developing a new bus network plan • Nov-Dec 2015 efforts were focussed on prioritizing input that had been collected and categorized into themes. Hard copies of these results were provided to the members during the meeting. Themes center around: <ul style="list-style-type: none"> ▪ 8 top values of Transit in Edmonton that survey participants had identified ▪ 7 top ideals identified by survey participants for future transit network ▪ 7 top ideals identified by survey participants for the future of customer experience 	<p>S. Feldman</p>
<p>Transportation Planning Update</p> <ul style="list-style-type: none"> • Presentation focused on the effect of the recent City reorganization on the Transportation Services Department, upcoming council reports, including some information about the park and ride report to TC, and an update on the LRT prioritization. • The reorganization has resulted in what was “Transportation Planning” being brought into the Sustainable Development Department, as part of a new department called City Planning, and ETS is within the City Operations department. • LRT Prioritization Update: <ul style="list-style-type: none"> • A report was presented to Transportation Committee on February 24, 2016 to: <ul style="list-style-type: none"> ▪ Provide an overview of criteria used in the LRT Prioritization process ▪ Share the public’s response to these criteria ▪ Outline the process to develop the final prioritized list of projects (staging plan). • A report will be presented to Transportation Committee April 13, 2016 (schedule 	<p>N. Lazurko</p>

pending) to present the final results of the prioritization study, including a review of potential funding mechanisms.

- Upcoming Council Reports:
 - Park and Ride Strategy – March 9
 - Regional Cost Sharing Strategy - Heritage Valley Park and Ride (Deferred - date to be determined)
 - Gorman Park and Ride Strategy (Deferred – Date to be Confirmed)
 - Several LRT reports to come forward in March and April
- The Park and Ride Strategy Report is in response to a Council Motion for an overarching strategy for park and ride in the City of Edmonton. It recommends that a Park and Ride Strategy not be completed, but rather that this will form a component of the Transit Strategy. This report is being brought forward one year ahead of schedule, due to release of funds for Heritage line having a dependency on this deliverable. Heritage Line is scheduled for completion in 2020.
- Question and answer period followed with discussion focused around the Park and Ride reports from Transit Strategy and ETS Advisory Board, which are both scheduled to be presented to TC on March 9th.
 - Sarah confirmed that ETSAB’s report on Park & Ride or information therein is not incorporated into the Transportation Planning report, nor is it meant to be in response to it. A copy of the report will be available online on Thursday, March 4.

Transit Service Reallocation

**B. Sabey &
A. Gregory**

- Presentation focused on proposed reallocation of service hours to improve transit service (schedule adherence, overcrowding, travel time), and increase annual rides per capita to the target of 105 by end of 2018. Reductions on underutilized routes will allow for reallocation of resources to improve service on other routes. A service package is currently being developed for submission to City Council.
 - Case Studies were provided:
 - Route 8 & 9 near NAIT and Kingsway Mall (due to Metro Line crossing)
 - Century Park (alleviation of park and ride challenges)
 - Northgate Transit center (new northbound bus lane on 97th street)
 - Transit Service Standards Policy C539 has allowances for reduction of service on routes with low ridership. The minimum thresholds are:
 - Weekday peak periods: 30 passenger boardings per hour
 - All other time periods: 15 passenger boardings per hour
 - First/last trips carrying 5 passengers
 - Members were provided with a hard copy list of routes with proposed service cancellations, and neighbourhoods with significant impacts, including some senior’s routes. (Senior’s routes were defined as routes specifically designed to connect residential facilities for seniors with senior activity centres, and local shopping areas.)
 - 1000 weekly service hours are being proposed for reallocation in 2016 (out of a total of 41,000 weekly service hours that currently operate) as compared with 200 service hours reallocated in 2015. This still impacts only 2% of the total hours.
- Question and answer period followed, including:
 - Discussion around the impact of neighbourhood maturation/life cycles on transit
 - Discussion around the total number of reallocations recommended compared to planned for implementation (Approximately 50K/130K annual service hours)
 - Discussion around parallel LRT and bus routes being necessary to provide additional stops for local residents, and also due to the demand for service.
 - Discussion around use of the household travel survey to identify correlations

between underutilized routes and changing demographics.

- Discussion around plans for communications to the public around the proposed reallocations. The information will be published in council reports, and communicated by ETS at least one week in advance of the changes.
- Discussion around the possibility of the use of small buses for underutilized routes
- Discussion around Transit Center time transfer system (clustering versus staggering). Staggering has been piloted for the duration of two sign ups, and resulted in lower customer satisfaction, especially in winter due to longer wait times for some transfers in cold weather. On Time Performance statistics were reviewed as part of the meeting materials for both arrivals and departures at Transit Centres.
- Due to time constraints further questions were invited to be submitted by e-mail.

5. REQUEST FOR APPROVAL	DECISION
Work Plan Review/Retreat Follow Up	I. Roux
<ul style="list-style-type: none"> • Draft 2016/2017 Work Plan was discussed, including a reminder of ETS Advisory Board’s Mission, Vision, and Values. It was determined that they should be added to the work plan for visibility: <p>ETS Advisory Board Mission, Vision, and Values:</p> <p>The ETSAB Mission is to provide a safe, effective, efficient, and environmentally preferred mode of transportation.</p> <p>The ETSAB Vision is:</p> <ul style="list-style-type: none"> • A transportation system that encourages less car dependent transportation; • A safe, affordable, efficient, totally user friendly transit service; • A transit system, including Light Rail Transit, that access all parts of metro-Edmonton; • A family of services which allows all people in Edmonton equal and fair opportunity to access public transit; • A marketing strategy that increases ridership and results in high levels of public support for the transits system; and • Urban planning that creates transit-supportive densities and more mixed land use to create stronger, healthier communities. <p>ETSAB Values are fiscally and environmentally responsible behaviour, responsive to the public, and respect for all mobility needs.</p> <ul style="list-style-type: none"> • It was determined that the presentations plan for 2016 should also be added to the work plan. • Izak announced the following seven potential sub-committees, short-listed by the members via e-mail consensus coordinated by Vlad. <ul style="list-style-type: none"> ○ User Experience ○ Transit and Tourism ○ Heated Stations ○ Multi-modal models ○ Autonomous vehicles ○ Gondola/Cable Car ○ BRT follow up • ETSAB prioritized their work plan, and achieved consensus on the following 4 sub-committees. 	

- User Experience - Q1 (commencing April 1st)
- Heated Stations - Q2
- Transit and Tourism - Q3
- Autonomous vehicles - Q4
- The following members volunteered to chair these sub-committees:
 - User Experience - Sean Lee
 - Heated Stations - Shaminder Parmar
 - Transit and Tourism - Amy Mannix
 - Autonomous vehicles - Izak Roux
- Kristina had volunteered to follow up with BRT. Izak recommended to the Board to approve.
- The Gondola/Cable Car item will be considered as a potential request for a Transportation Planning presentation, as it is already in the City's plans.

MOVED: *by all members present to approve the above changes to the DRAFT 2016/2017 Work Plan*

CARRIED

6. UPDATES	INFORMATION
Transit Innovation	V. Slavov
<ul style="list-style-type: none"> ● No meeting was held in February. Invitations will be sent out soon for the second week of March. 	
Public Art	M. Samji
<ul style="list-style-type: none"> ● Met in early February. Some responses to requests for information were received from ETS. The sub-committee requested addition clarification in the form of an itemized list of the ETS-owned infrastructure that is included and excluded in the construction contract allowance for 1% allocation to public art. (I.e. Bus shelters are not included). 	

7. NEW BUSINESS	DECISION
ETSAB logo	I. Roux
<ul style="list-style-type: none"> ● The options provided by ETS Brand Management and Creative Team lead for a new ETSAB logo were reviewed and discussed. The third option was preferred by all, with the grey background for ETS. Izak requested three new options based on input provided by the members for final selection at the March meeting. 	
<p>MOVED: <i>by all members present to request three revisions to the third option for reconsideration at the next board meeting</i></p>	
<u>CARRIED</u>	
Presentations for 2016 ETSAB General Meetings	I. Roux
<ul style="list-style-type: none"> ● The board discussed possible presenters for 2016 and selected members who will not be chairing a sub-committee to select and coordinate presenters from outside of ETS for the months of April (V. Slavov), June (S. Zaidi), August (B. Macklon), and September (M. 	

Samji).

MOVED: by all members present to assign selection of presenters to above noted members for above noted dates in 2016

CARRIED

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 to have the one page overview of ETS involvement in the way finding committee Justin mentioned added to the meeting minutes, and/or invite Ray to present at an upcoming general meeting. • Requested the detailed report of duration of escalator/elevator down times per month per location to be added to Branch Highlights • Requested clarification with Safety and Security on whether they have officially opted to develop an app as a low profile communication option for customers? • Requested Transportation Planning's version of the tracking sheet currently included from ETS. • UAMA competition results requested, as well as confirmation that this sponsorship is being publicized. • Depth/quality of White Papers that can be anticipated from Transit Strategy was requested. 	

9. INFORMATION SECTION	INFORMATION
ATU Update	S. Bradshaw
<ul style="list-style-type: none"> • Offered comments in response to ETS Service Reallocation presentation • 2016 political agenda for ATU to include meeting next week with the Minister of Transportation, advocating to “disband” P3 Canada, employee wage negotiations, and adding exit doors to left of driver on buses to reduce operator assaults. 	
DATS Advisory Board Update	B. Macklon
<ul style="list-style-type: none"> • DATS provided updates via ETS Branch Highlights report that covers board updates 	

10. TOPIC OF THE NIGHT	DECISION
Park & Ride	V. Slavov
<ul style="list-style-type: none"> • ETSAB reviewed and discussed ETSAB’s Park and Ride report from September which will be presented to Transportation Committee this Wednesday, March 9th. Transportation Planning informed ETSAB they had also examined interim options on the Park and Ride policy. They recommend deferring changes until after the Transit Strategy is completed in 2017. We look forward to presenting our report this Wednesday. 	

11. MOTION TO ADJOURN	DECISION
<p>MOVED: <i>by B. Macklon & seconded by S. Parmar to adjourn the meeting</i></p>	<p><u>CARRIED</u></p>

12. MOTION TO APPROVE MINUTES OF PREVIOUS MEETING	DECISION
<p>MOVED: <i>by S. Zaidi & seconded by M. Samji to approve the February 29, 2016 minutes</i></p>	<p><u>CARRIED</u></p>

Next Meeting Information:

Date: Tuesday, March 29, 2016
Time: 5: 30PM – 8:00PM
Location: Heritage Room, City Hall