



## Citizen Working Group - Zone "B" (River Valley)

### MINUTES

Meeting # 3	Location: Riverdale House, 9231 100 Ave.
Date: Thursday, July 7, 2016	Time: 7:00 p.m. - 9:00 p.m.

Members		Attendance
David Kahane	Riverdale Community League	
Sandra Sperounes	Riverdale Community League	✓
Jodine Chase	Riverdale Community League	
Paul Bunner	Cloverdale Community League	✓
Peter McFarlane	Cloverdale Community League	
Jason Yeung	Strathearn Community League	✓
Dan Jancewicz	Strathearn Community League	
Nancy Rempel	Bonnie Doon Community League	
Andrew Leach	Bonnie Doon Community League	
Alice Harkness	Bonnie Doon Community League (alternate)	
Ken Saunders	Edmonton Ski Club	
Bob Meyer	Edmonton Folk Music Festival	
Patrick Tso	Edmonton Chinese Garden Society	✓
Rhonda Norman	Muttart Conservatory	
Michael Duerr	Muttart Conservatory (alternate)	
Lorrie Deutscher	Public at Large	
Matt Knight	Public at Large	✓
Jack Stuempel	Community Relations Advisor (Facilitator)	✓

Guests		Attendance
Brad Smid	City of Edmonton - Valley Line LRT Project	✓
Michelle Ponich	TransEd LRT	✓
Jeff Rogers	TransEd LRT	✓



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1.	Welcome & introductions	Action by:
	<ul style="list-style-type: none"> <li>Meeting attendees introduced themselves.</li> </ul>	
2.	Confirmation of agenda	
	<ul style="list-style-type: none"> <li>With the addition of "Valley Line &amp; Edmonton Queen" and "Status of Design for Construction", the agenda was confirmed.</li> </ul>	
3.	Previous meeting minutes	
	<ul style="list-style-type: none"> <li>The group confirmed acceptance of the previous meeting minutes. In response to a question regarding TransEd's responsibility for public engagement, it was confirmed that TransEd will undertake its own engagement with respect to final designs in addition to its participation in the City-led Citizen Working Group engagement process.</li> </ul>	
4.	Status of action items	
	<p><u>Working Group Composition</u></p> <ul style="list-style-type: none"> <li>Jack noted that the Chinese Garden Society is now represented on this working group.</li> </ul> <p><u>Terms of Reference - accommodating non-members</u></p> <ul style="list-style-type: none"> <li>This item was dealt with under #5 below.</li> </ul> <p><u>Intersection of Connors Road and 95 Street</u></p> <ul style="list-style-type: none"> <li>This item was carried forward; the neighbourhood drop-in remains to be organized.</li> </ul> <p><u>Coordination of Trail Closures</u></p> <ul style="list-style-type: none"> <li>This item was dealt with under #10 below.</li> </ul> <p><u>Scheduling meeting</u></p> <ul style="list-style-type: none"> <li>Done</li> </ul> <p><u>Posting presentation materials</u></p> <ul style="list-style-type: none"> <li>It was agreed that presentation materials should be posted to the website together with the meeting minutes.</li> </ul>	
5.	Updated Terms of Reference - Guidelines governing presence of non-members	
	<ul style="list-style-type: none"> <li>The Terms of Reference (also attached to these minutes) have been revised to reflect the input of all of the Citizen Working Groups. The group endorsed the revised terms of reference, subject to similar agreement from the other Citizen Working Groups.</li> <li>The group discussed a suggestion that Citizen Working Groups select their own chair who would set the agendas for meetings as a way to make the process more community-based and perhaps more substantive. Ultimately, it was concluded that the existing process gives members full opportunity to contribute to the agenda and engage in meaningful dialogue.</li> </ul>	



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	<ul style="list-style-type: none"> <li>It was agreed that an annual review of the Terms of Reference would be valuable.</li> </ul>	
6.	Coordination with P3 Contractor	
	<ul style="list-style-type: none"> <li>Brad Smid, Valley Line LRT Project Director for the City, provided a brief overview of the City's relationship with TransEd, describing it as a partnership in which the City's role is one of project oversight rather than direct management.</li> <li>Drawing on a global network, TransEd will make thousands of submissions for the City's approval over the life of the project, and has mobilized in the river valley.</li> <li>The communications and engagement teams of both the City and TransEd meet on a regular basis to ensure issues and concerns are identified and dealt with by the appropriate party.</li> <li>Michelle Ponich, TransEd's Stakeholder Relations Manager, indicated that TransEd is continuing to develop its engagement program.</li> <li>It was noted that, as has been indicated previously, there is little opportunity remaining for the public to influence designs, which have been the subject of considerable public engagement in past years. The purpose of the Citizen Working Group is to maintain dialogue and to help identify and address issues associated with the implementation of project.</li> <li>There was a suggestion that TransEd's flexibility in design, and therefore in applying input from the public and the Citizen Working Group, may be greater than the City has described. However, it was explained that while there may be exceptions to allow for innovation, the outcomes required under the Project Agreement restrict TransEd's flexibility in many areas. At the same time, it was also noted that input from the Working Group has already been applied to improve the plan for river valley trail connectivity during construction.</li> <li>The group was invited to make suggestions that TransEd might consider for its own engagement process, which will include a series of open houses. It was suggested that such activities would be welcome sooner rather than later, and that consideration might be given to sessions with the Community Leagues. TransEd will seek input from working group representatives to help guide the content of their broad-based community engagement sessions. It was acknowledged that the test of meaningfulness of the process will be identifiable results.</li> </ul>	TransEd
7.	Project Update / Project Schedule	
	<ul style="list-style-type: none"> <li>TransEd shared project schedule information (attached). It was noted that most of the initial activities are to prepare for construction. Because a variety of factors can affect schedules, longer-range activity forecasts will always be less precise than short-term notices.</li> </ul>	



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8.	Status of Design for Construction	
	<ul style="list-style-type: none"> <li>This item was considered dealt with during the discussion of Coordination with the P3 Contractor (#6 above).</li> </ul>	
9.	Valley Line & Edmonton Queen	
	<ul style="list-style-type: none"> <li>TransEd had engaged with the previous owners of the Edmonton Queen and will be in touch with the new owner.</li> <li>A suggestion was made that consideration be given to the goodwill value of a ferry connection during the 34-month period between the closure of the Cloverdale footbridge and the opening of the Tawatinâ bridge to pedestrian traffic.</li> </ul>	
10.	River Valley Trails	
	<ul style="list-style-type: none"> <li>The group was shown an updated trail map recently posted by TransEd to its website. It reflects input previously received from the Citizen Working Group, including a broader focus to include the Mechanized River Valley Access (funicular) project, better connectivity than envisaged in the City's original trail detour plan, and provisions for "early warning" signs for trail users.</li> <li>TransEd noted closures are required to both prepare for and undertake construction, and emphasized it is attempting to maximize connectivity and keep trails open and accessible as much and as long as possible.</li> </ul>	
11.	Traffic signals on 98 Avenue in Cloverdale	
	<ul style="list-style-type: none"> <li>As an offset to the closure of the northbound access of the Muttart service road, it had been suggested that a full traffic signal be considered to replace one of the existing pedestrian signals on 98 Avenue for improved access in and out of the Cloverdale community.</li> <li>With the City's Traffic Operations having no preference between the signals at 92 Street and 95 Street, initial feedback was sought from the working group prior to proceeding with broader consultation with the community.</li> <li>It was recommended that the City seek local input via a community meeting.</li> </ul>	Jack Stuempel
12.	Round Table	
	<ul style="list-style-type: none"> <li>Cloverdale Community League remains opposed to the City's provision for a 90-metre "pocket track" or siding adjacent to the Muttart stop to permit the occasional temporary storage of light rail vehicles to provide extra capacity during high-demand events such as the Edmonton Folk Music Festival. TransEd has suggested it might be able to meet its operational obligations without the siding. However, this will not be fully confirmed until the design for the area has been finalized and approved.</li> <li>It was suggested that, as much as possible, TransEd consider a "sectional" approach to construction to minimize the duration of construction within the various affected communities. However, TransEd</li> </ul>	



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	<p>noted that the project timelines preclude a sectional approach. However, TransEd is committed to publicizing its activities to enable the public to plan for disruptions.</p> <ul style="list-style-type: none"> <li>• In response to questions:             <ul style="list-style-type: none"> <li>• TransEd indicated that designs for various areas are in various stages of completion, based on the construction sequencing. Most will likely be completed by spring 2017.</li> <li>• The light rail vehicle to be supplied by Bombardier is part of its "Flexity" series. Images can be found on the City's and TransEd's websites.</li> <li>• The Valley Line project is being constructed in a way that will not interfere with the Mill Creek daylighting initiative.</li> <li>• The Edmonton Horticultural Society garden has been relocated.</li> </ul> </li> <li>• The Chinese Garden Society has an interest in the project schedule and maintaining accessibility. The Society has not felt hindered to date.</li> <li>• The City noted it recently won a major award for sustainable infrastructure for the Valley Line, which is a matter for some civic pride.</li> </ul>	
13.	Next Meeting	
	<ul style="list-style-type: none"> <li>• It was agreed that September should be the target for the next meeting. Members are encouraged to suggest agenda items.</li> <li>• For future discussion:             <ul style="list-style-type: none"> <li>• Riverdale and Cloverdale have concerns over possible use of their neighbourhoods as informal park-and-ride zones after the LRT is in operation. Riverdale has an additional concern over possible non-resident parking during the LRT construction period by those who previously might have walked downtown from the south side over the Cloverdale footbridge.</li> </ul> </li> </ul>	

Notes by Jack Stuempel

## **Background**

The City of Edmonton has engaged with thousands of Edmontonians since 2009 on the planning and design of the Valley Line LRT. Public input played a major role in developing the corridor for the new LRT line, which was approved by City Council in 2009, and the preliminary design, which was completed in the fall of 2013.

Moving forward with stage one of the Valley Line LRT between downtown and Mill Woods as a public-private partnership (P3), the City continues to regard public engagement as a priority as the project proceeds through the detailed design and construction phases.

At this stage of the project, the focus of the engagement will be on information-sharing, dialogue and identifying/addressing issues, opportunities and concerns.

## **Purpose of the Citizen Working Groups**

The purpose of these working groups is to provide the Valley Line LRT project team and members of the groups which represent a cross-section of the affected communities with a mechanism that will:

- Build and maintain relationships and trust
- Promote and support community engagement opportunities
- Facilitate information-sharing and dialogue
- Support the identification of issues, opportunities and concerns
- Seek opportunities to minimize and mitigate impacts related to detailed design and construction

These groups will be neighbourhood-focused and organized to reflect the common characteristics and interests of five distinct zones along the corridor from Downtown to Mill Woods. They will supplement, rather than replace, ongoing stakeholder relations activities involving geographically broader-based organizations and interests.

## **The City's Commitment**

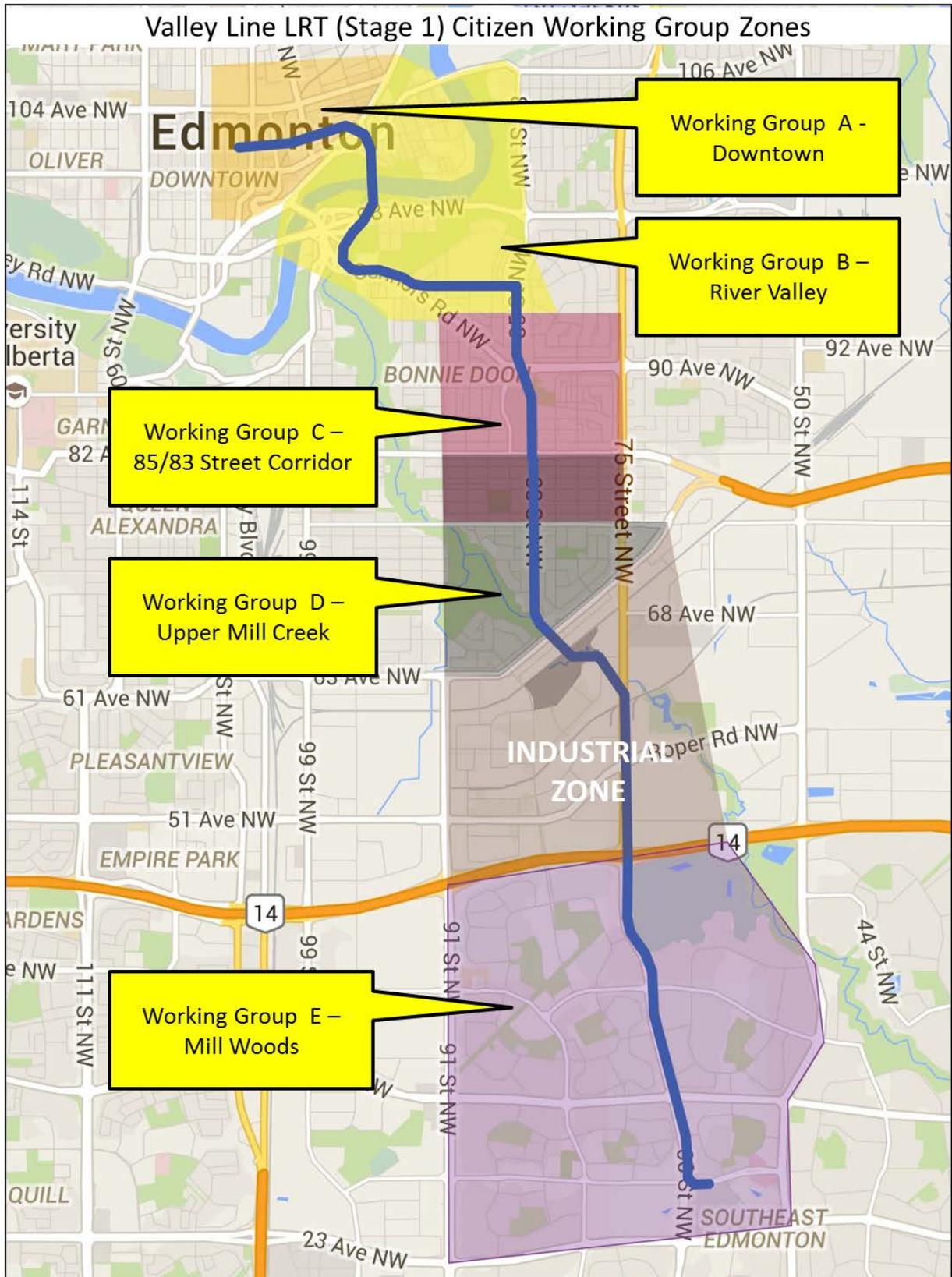
The City of Edmonton will:

- Encourage dialogue by providing information, listening and answering questions
- Accept input and consider it objectively
- Provide support and resources through City staff and other resources as needed.

## **Structure of the Citizen Working Groups**

The City of Edmonton will establish five Citizen Working Groups with the involvement of the affected communities. These groups will represent community and stakeholder interests along the corridor. The corridor has been divided into five zones for the

purposes of organizing groups and addressing area-specific needs, questions and concerns. The zones are illustrated below. Detailed zone descriptions and boundaries are provided in Appendix "A".



Each of these community-based groups, facilitated by the project team's Community Relations Advisor, will have approximately 10-15 members reflecting various community interests within the LRT corridor. They may also allow for observation/participation by others. It is anticipated that meetings will occur approximately quarterly or as needed.

The groups will be composed generally of the following members:

- 1-2 assigned by each community league in the zone
- 2 solicited from the community at large
- 1-2 from the business community, assigned by the local business association, business revitalization zone or chamber of commerce
- 1 from each community organization having a significant presence in the zone
- 1-2 from a local school or School Council, where applicable (where multiple councils exist, obtain consensus on common representative)
- 1 from the administration of a major institution (if present/applicable)

### **Establishing Membership**

The City will create awareness of the Citizen Working Groups and the opportunity to participate through advertising, public service announcements, web and social media announcements, subscribed email distribution and other commonly-used communication methods, and leverage existing engagement initiatives such as the Council Initiative on Public Engagement and Engaging Edmonton.

The communications will invite candidates for "community at large" or other positions not filled by organizational appointment. A public meeting will be organized for each zone, where candidates will be invited to select a member from amongst themselves.

The City will contact the appropriate organizations for members to be assigned by them.

### **Guidelines**

The Citizen Working Groups will operate according to the following guidelines:

#### **Membership & Term**

- Members will be volunteers drawn from a cross-section of each affected geographical zone with the intention of achieving a reasonably-representative profile for that zone.
- It is intended that the Citizen Working Groups will remain in place until the commencement of service on the Valley Line LRT (Stage One) between downtown and Mill Woods. However, the City reserves the right to dissolve the Citizen Working Groups at its discretion, and to remove/replace any member for neglect of duty or disrespectful conduct.
- Membership and composition will be reviewed annually, at which time existing members may step down and/or new members added.

## Conduct of Meetings

- Citizen Working Group meetings will be led by the LRT Design & Construction Community Relations Advisor, who will facilitate the clear communication of information between group members and the City.
- Meetings may be attended by members of City staff, Council and the P3 contractor as necessary to provide support, share information and listen to members' concerns, issues and matters of interest.
- There will be regular sharing and dissemination of information about the Valley Line LRT project by the City and Citizen Working Group members on a timely basis.
- It is intended that the Citizen Working Group will identify issues, opportunities and concerns.
- As the project team does not have the mandate to delegate decision-making authority, decisions are ultimately made by the project management team under the authority of the City of Edmonton, taking into consideration objectively and with good faith the input, concerns and issues identified by the groups.
- Matters that have already been decided by the City, such as the route alignment, concept plans, preliminary design, the P3 model and process and P3 contract terms/performance requirements may be discussed but for information purposes only. The City will not revisit past decisions.
- Through Citizen Working Group dialogue, the City will promote and support community engagement opportunities, seek opportunities to minimize and mitigate impacts related to detailed design and construction, and build and maintain relationships and trust.
- Citizen Working Group members will make reasonable efforts to understand and share local knowledge and the interests and concerns of the sectors, agencies and neighbourhoods in their zones.
- Citizen Working Group activity will be conducted in an atmosphere of mutual respect and trust between members.
- Participants will respect one another's interests and seek to support the overall best interests of the community.
- Citizen Working Group members will remain accessible to each other.
- Consistent participation by Citizen Working Group members throughout the process is necessary. If a member is consistently unable to fulfil his/her commitment, a collaborative approach will be taken to obtain a replacement.
- Citizen Working Group meetings will be open to attendance by the public. Non-members of the Working Group (other than City staff, Councillors or P3 contractor noted above) will abide by the following guidelines, to be applied at the discretion of the Working Group:

<b>Citizen Working Groups – Public Attendance &amp; Participation</b>		
<b><i>Guideline</i></b>	<b><i>Observers</i></b>	<b><i>Speakers</i></b>
Advance notification of intention to attend	None required (however, courtesy notification of the facilitator is encouraged)	Limit of 5 per meeting; register with the facilitator no later than two business days in advance of the meeting, describing subject matter.
Time to speak	None allowed	3 minutes maximum; additional 5 minutes allowed for questions from Working Group members
Opportunity to ask questions	2 minutes at end of meeting	2 minutes at end of meeting

Scheduling, agendas, minutes and facilities

- Meeting frequency, times and duration will be flexible to meet the needs of each group and will be determined by the group.
- Where possible, topic areas for the next meeting will be identified in advance, at the end of each meeting, and will be determined by input from the City and the desires of group members. This will form the basis of the meeting draft agenda, which will be prepared by the facilitator and circulated to members for input.
- Effort will be made to complete and circulate meeting minutes to members generally within two weeks of each meeting.
- Agendas and minutes will also be posted on the Edmonton.ca website.
- Meeting room facilities will be provided and/or arranged by the City at its expense.

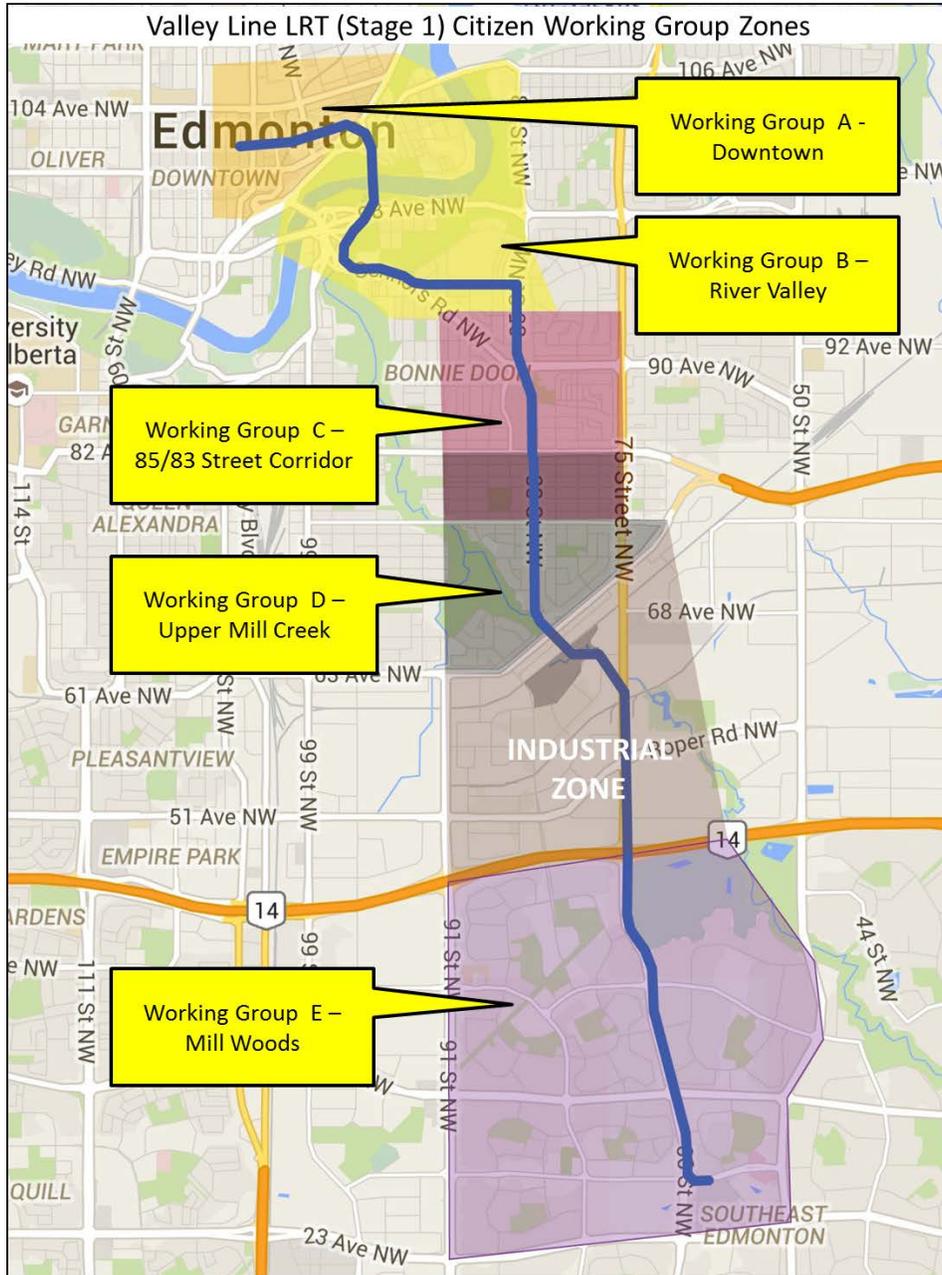
Prepared by: Jack Stuempel

Updated September 30, 2016

**APPENDIX A: Edmonton Valley Line Stage One LRT Project**  
**Citizen Working Groups**  
**Representation Zones and Composition**

**Overview**

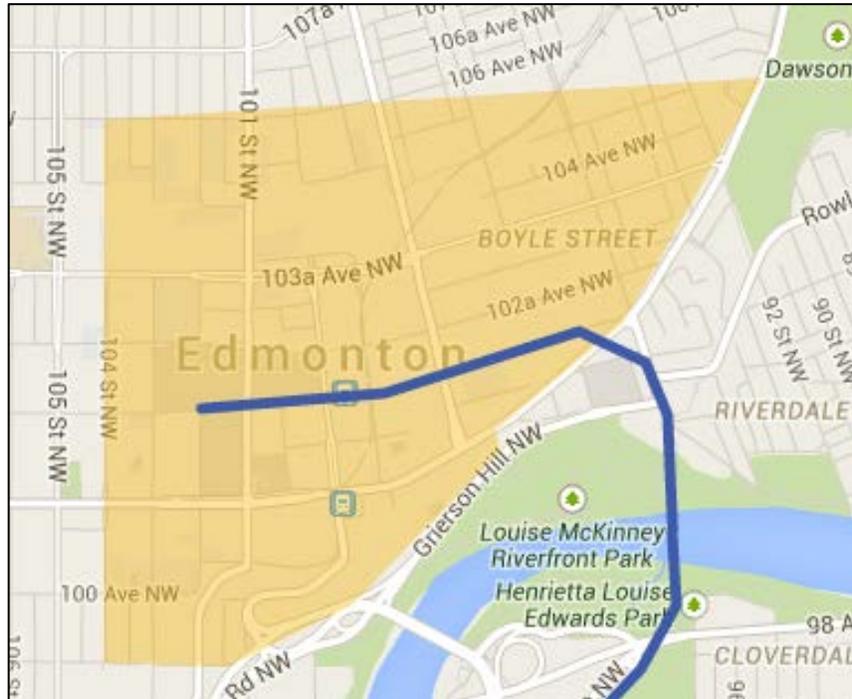
The Citizen Working Groups will be neighbourhood-focused and organized to reflect the common characteristics and interests of five distinct zones along the corridor from Downtown to Mill Woods, as illustrated below.



## Working Group A – Downtown Zone

### Location:

East of 104 Street, South of 106 Avenue, north/west of north valley edge (McDougall Hill/Grierson Hill/Jasper Avenue)



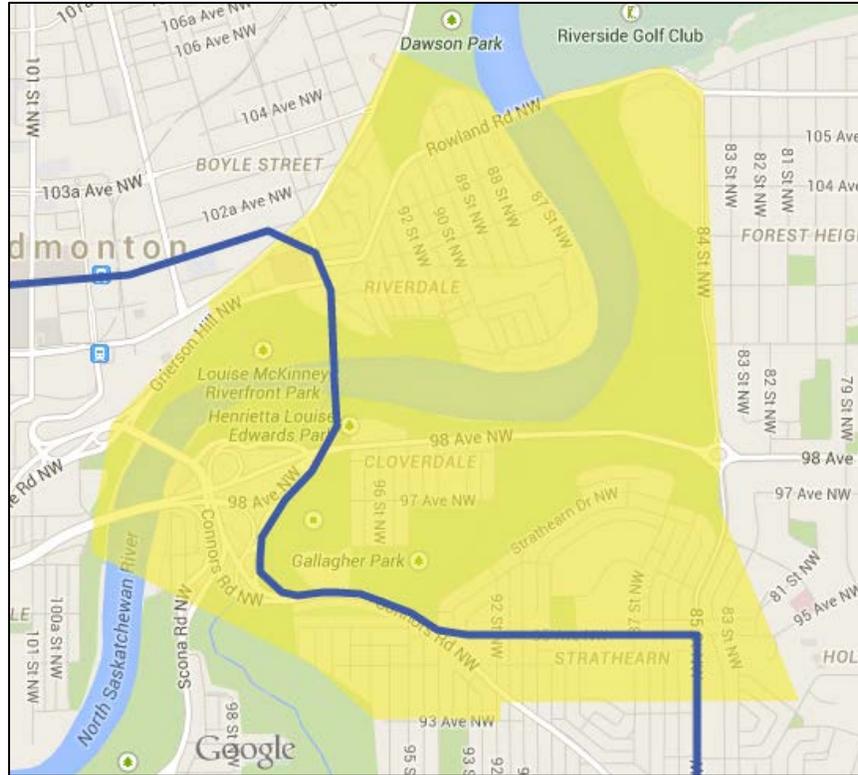
### Composition:

- 2 representatives assigned by the Downtown Edmonton Community League
- 2 representatives assigned by the Boyle Street Community League
- 2 solicited from the community at large
- 1 senior at large
- 1 assigned by the Downtown Edmonton Business Association
- 1 assigned by the Edmonton Chamber of Commerce
- 1 from Edmonton City Centre
- 1 representing Festivals (Churchill Square)
- 1 representing Arts District
- 1 representing Chinese Benevolent Association
- 1 representing local schools, in consultation with school boards

## Working Group B – River Valley Zone

### Location:

South/east of north valley edge (Grierson Hill/Jasper Avenue), south of Rowland Road, generally west of 84 Street, generally north of 93 Avenue and Mill Creek Ravine.



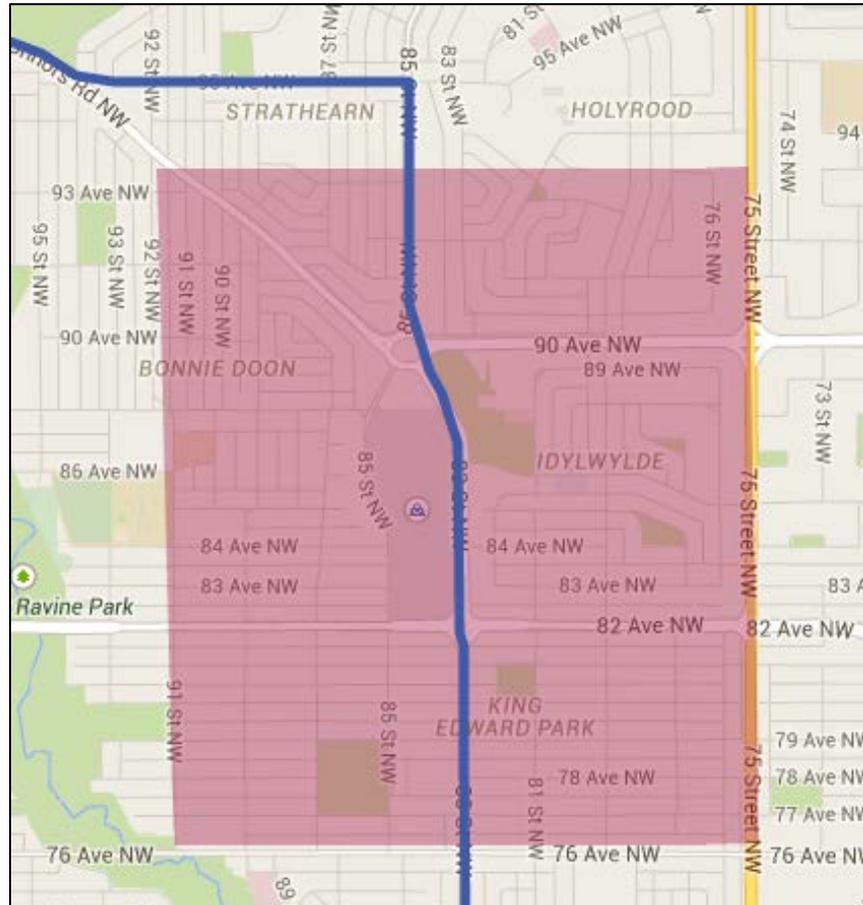
### Composition:

- 2 assigned by Riverdale Community League
- 2 assigned by Cloverdale Community League
- 2 assigned by Strathearn Community League
- 1 assigned by Bonnie Doon community League
- 2 solicited from the community at large
- 1 from the Edmonton Ski Club
- 1 from the Edmonton Folk Festival Society
- 1 from the Edmonton Chinese Garden Society
- 1 from the Muttart Conservatory
- 1 from local seniors community, in consultation with Edmonton Seniors Coordinating Council
- 1-2 from local schools/associations, in consultation with school boards

## Working Group C – 85/83 Street Corridor Zone

### Location:

Generally east of 92 Street, south of 93 Avenue, west of 75 Street, north of 76 Avenue.



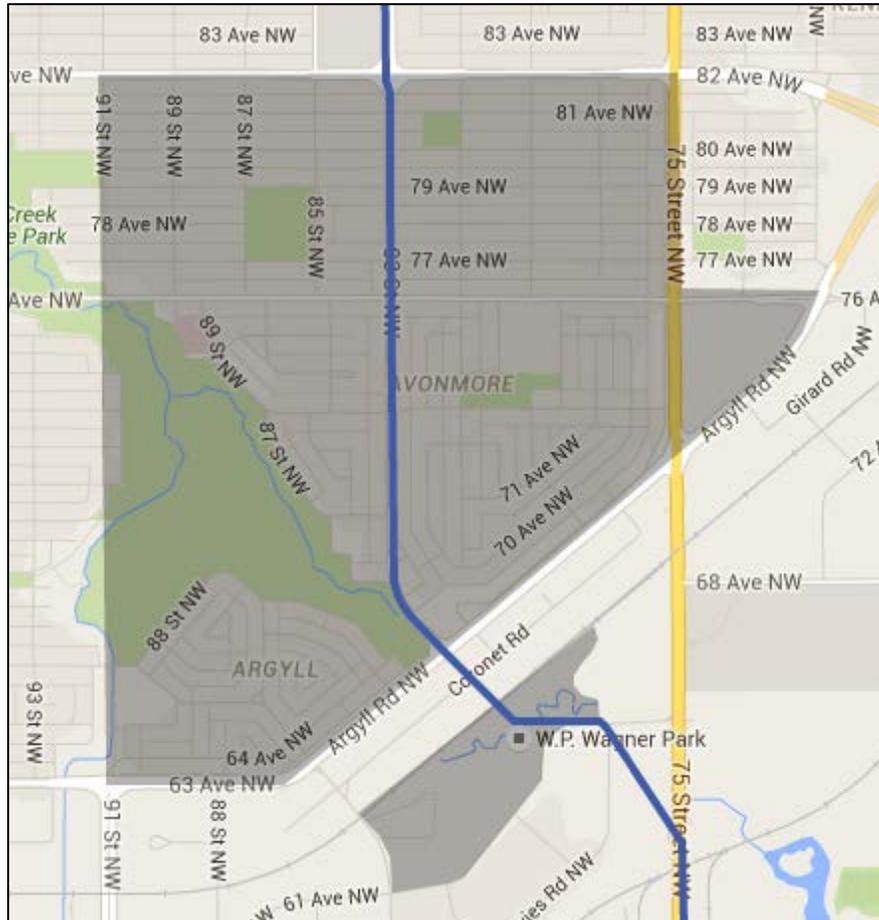
### Composition:

- 2 representatives assigned by Bonnie Doon Community League
- 2 representatives assigned by Idylwylde Community League
- 2 assigned by King Edward Park Community League
- 2 solicited from the community at large
- 2 assigned by the French Quarter BRZ
- 1 from the Bonnie Doon Shopping Centre
- 1 from the French-Canadian Association of Alberta
- 1 from local seniors community, in consultation with Edmonton Seniors Coordinating Council
- 1-2 representing local schools, in consultation with school boards

## Working Group D – Upper Mill Creek Zone

### Location:

East of 91 Street, south of 82 Avenue, west of 75 Street, north of 63 Avenue/Argyll Road, plus W.P. Wagner School.



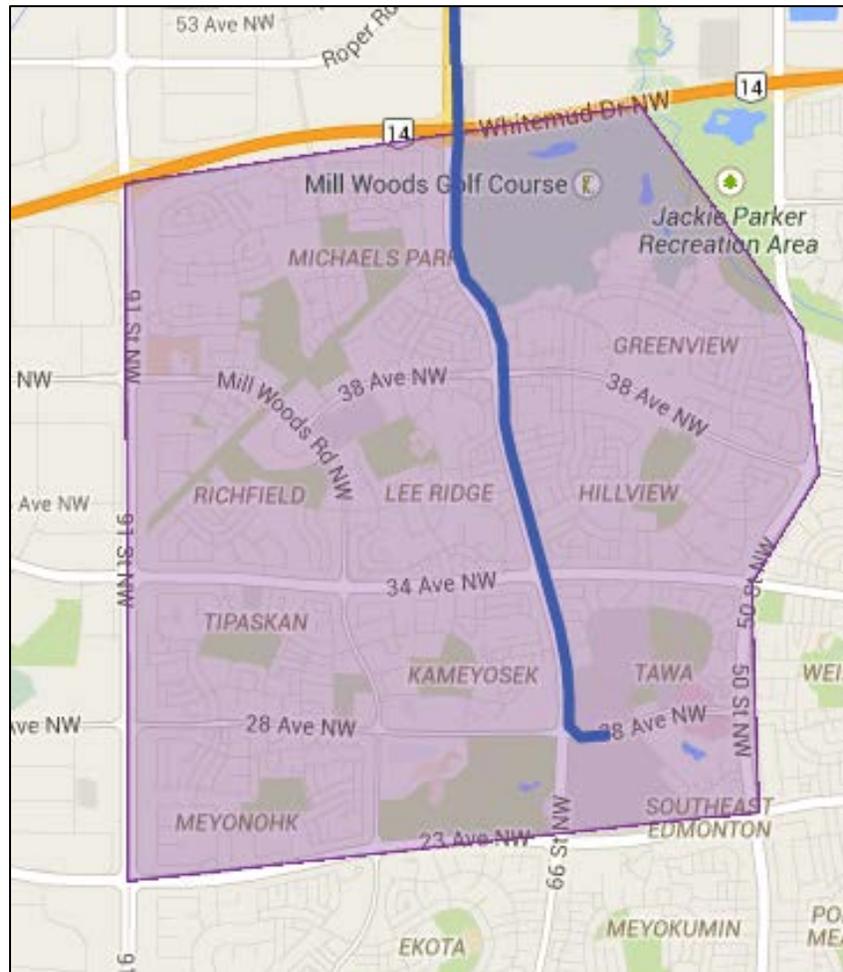
### Composition:

- 2 representatives assigned by Avonmore Community League
- 2 representatives assigned by Argyll Community League
- 2 representatives assigned by King Edward Park Community League
- 2 solicited from the community at large
- 1-2 representing local schools, in consultation with school boards
- 1 assigned by Metro Continuing Education

## Working Group E – Mill Woods Zone

### Location:

East of 91 Street, south of Whitemud Drive, West of 50 Street, north of 23 Avenue.



### Composition:

- 1 representative assigned by North Millbourne Community League
- 1 representative assigned by Leefield Community League
- 1 representative assigned by Woodvale Community League
- 1 representative assigned by Lakewood Community League
- 2 solicited from the community at large
- 1 assigned by Mill Woods Town Centre
- 1 assigned by the South Edmonton Business Association
- 1 from the Mill Woods Cultural and Recreational Facility Association
- 1 from Alberta Health Services (Grey Nuns)
- 1 from local seniors community, in consultation with Edmonton Seniors Coordinating Council
- 2 representing local schools, in consultation with school boards