



**REVISED PUBLIC AGENDA
GOVERNANCE AND PRIORITIES
COMMITTEE**

Wednesday, July 17, 2024, 9:30 a.m.

Council Chamber, City Hall

Committee Members:

Deputy Mayor Z. Jeffries, Chair

His Worship Mayor C. Clark

Councillor C. Block

Councillor T. Davies

Councillor R. Donauer

Councillor B. Dubois

Councillor S. Gersher

Councillor H. Gough

Councillor D. Hill

Councillor D. Kirton

Councillor M. Loewen

Pages

1. CALL TO ORDER

The Chair will call the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirm roll call.

2. CONFIRMATION OF AGENDA

6 - 21

Recommendation

1. That the following letters submitting comments be added to Item 6.2.1:
 - Kevin Thompson, dated July 15, 2024;
 - Sherry Tarasoff, dated July 15, 2024;
2. That the letter submitting comments from Sherry Tarasoff, dated July 15, 2024 be added to Item 6.3.1;
3. That the items with speakers be considered immediately following consideration of Adoption of Minutes:
 - 6.2.2
 - Trevor Bothorel; and
4. That the agenda be confirmed as amended.

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

22 - 33

Recommendation

That the minutes of meeting of the Governance and Priorities Committee dated June 12, 2024 be adopted.

5. UNFINISHED BUSINESS

6. ADMINISTRATIVE AND LEGISLATIVE REPORTS

6.1 Decision Reports

6.2 Approval Reports

6.2.1 Bus Rapid Transit Branding, Wayfinding and Marketing Development [GPC2023-0309]

34 - 101

A report of the Transportation and Construction Division is provided along with the following letters:

- Kevin Thompson, dated July 15, 2024; and
- Sherry Tarasoff, dated July 15, 2024.

Recommendation

That the Governance and Priorities Committee recommend to City Council approval of the Bus Rapid Transit brand name, *Link*, and its visual identity.

6.2.2 Operation of Remotely Piloted Aircrafts in Saskatoon – Changes to Process for Permission - Commercial Operators [GPC2024-0701]

102 - 114

A report of the Community Services Division is provided along with the following letters:

Request to Speak

- Trevor Bothorel, CBC/Radio-Canada, dated July 7, 2024

Available to Answer Questions

- Paul Dornstauder, Canadian Broadcasting Corporation, dated July 8, 2024
- Dustin Milligan, CBC/Radio-Canada, July 8, 2024

Recommendation

That Governance and Priorities Committee recommend to City Council that the request by Administration to modify the process for permission, for Commercial Operators only, to operate remotely piloted aircraft in Saskatoon, as outlined in the July 17, 2024 report of the Community Services Division, be approved.

6.3 Information Reports

Recommendation

That the reports submitted as Items 6.3.1 and 6.3.2 be received as information.

6.3.1 Bus Rapid Transit – Project Update July 2024 [GPC2023-0309]

115 - 132

A report of the Transportation and Construction Division is provided along with the letter from Sherry Tarasoff, dated July 15, 2024.

A report of the City Clerk's Office is provided.

- 7. MOTIONS (notice previously given)
- 8. URGENT BUSINESS
- 9. GIVING NOTICE
- 10. VERBAL UPDATES
 - 10.1 Council Members - His Worship the Mayor, FCM/SUMA, Boards, Committees and Commissions
 - 10.2 Administration
- 11. REQUESTS TO SPEAK (new matters)
- 12. COMMUNICATIONS (requiring the direction of the Committee)
- 13. IN CAMERA SESSION

Recommendation

That the Committee move *In Camera* to consider the following items.

13.1 Verbal Updates

13.1.1 Council Members - His Worship the Mayor; FCM/SUMA; Boards, Committees & Commissions; Personnel Subcommittee (if required)

13.1.2 Administration

13.1.2.1 City Manager Updates

[In Camera - Sections 13, 14, 15(1), 16(1), 17, 18(1), 19 and 20 LAFOIP]

13.2 Appointments - Boards, Commissions and Committees [CK 225-4-3]

In Camera - Consultations/Deliberations; Personal Information - Sections 16(1)(b) and (d) and 28 of LAFOIP]

13.2.1 Resignation - Diversity, Equity and Inclusion Advisory Committee

- 13.2.2 Resignation - Saskatoon Environmental Advisory Committee
- 13.2.3 Appointments - Municipal Planning Commission
- 13.2.4 Appointments - Centennial Auditorium and Convention Centre Corporation Board of Directors and Centennial Auditorium Foundation Board of Directors (TCU Place)

14. RISE AND REPORT

15. ADJOURNMENT

Walter, Penny

Subject: Form submission from: Write a Letter to Council

From: Web NoReply <web-noreply@Saskatoon.ca>

Sent: Monday, July 15, 2024 7:57 AM

To: City Council <City.Council@Saskatoon.ca>

Subject: Form submission from: Write a Letter to Council

--- Replies to this email will go to [REDACTED]

Submitted on Monday, July 15, 2024 - 07:48

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 15, 2024

To: His Worship the Mayor and Members of City Council

First Name: Kevin

Last Name: Thompson

Phone Number : [REDACTED]

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: Laurier Dr

Ward: Ward 2

What do you wish to do ?: Submit Comments

What meeting do you wish to speak/submit comments ? (if known):: The Governance and Priorities Committee will meet on Wednesday at 9:30 am.

What agenda item do you wish to comment on ?: Link

Comments:

Greetings,

I love the marketing; I would save it for something larger...like the entire city, or even province.

It is a strong word; with a diverse meaning.

Have a great day)))

Will you be submitting a video to be vetted prior to council meeting?: No

Walter, Penny

Subject: FW: Form submission from: Write a Letter to Council
Attachments: 2024 07 17 GPC BRT branding.pdf

From: Web NoReply <web-noreply@Saskatoon.ca>
Sent: Monday, July 15, 2024 4:47 PM
To: City Council <City.Council@Saskatoon.ca>
Subject: Form submission from: Write a Letter to Council

--- Replies to this email will go to [REDACTED] ---

Submitted on Monday, July 15, 2024 - 16:46

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 15, 2024

To: His Worship the Mayor and Members of City Council

First Name: Sherry

Last Name: Tarasoff

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: [REDACTED] peterson cres

Ward: Ward 4

What do you wish to do ?: Submit Comments

What meeting do you wish to speak/submit comments ? (if known):: GPC - July 17, 2024

What agenda item do you wish to comment on ?: 6.2.1 Bus Rapid Transit Branding, Wayfinding and Marketing Development

Comments:

Please find attached my comments and questions.

Thank you,
Sherry Tarasoff

Will you be submitting a video to be vetted prior to council meeting?: No

6.2.1 Bus Rapid Transit Branding, Wayfinding and Marketing Development

In the spirit of transparency, this report should indicate that the contract awarded cost for this system identity process was **\$295,000**.

 City of Saskatoon Supply Chain Management	Purchasing Services 222 Cardinal Crescent Saskatoon SK S7L 6H8	www.saskatoon.ca Tel: 306.975.2600 purchasingadmin@saskatoon.ca
<u>Bid Summary – Open Competition</u>		
RFP 21-0209		
Professional Services - BRT Brand Development Assignment		
Successful Bidder:		
Entro Communications Inc. Vancouver, BC		
Contract Award: \$295,000.00 Excluding Taxes		

The report indicated that “Administration worked with Entro to develop a pathway to the brand development for the new BRT project.” **How much time has Administration provided to this process and at what cost?**

The report indicates “Full implementation of the brand may require further financial resources; however, the details of implementation are still being developed and full scoping is underway. Any additional funding requirements will be brought forward to City Council for consideration prior to implementation.” **Is there any idea how much more this system identity process is expected to cost?**

And finally, the report indicates “Entro was commissioned to conduct a comprehensive audit of Saskatoon Transit’s existing signage system.” **What was the cost for this commission?**

Walter, Penny

Subject: FW: Form submission from: Write a Letter to Council
Attachments: 2024 07 17 GPC BRT update.pdf

From: Web NoReply <web-noreply@Saskatoon.ca>
Sent: Monday, July 15, 2024 4:54 PM
To: City Council <City.Council@Saskatoon.ca>
Subject: Form submission from: Write a Letter to Council

--- Replies to this email will go to [REDACTED] ---

Submitted on Monday, July 15, 2024 - 16:53

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 15, 2024

To: His Worship the Mayor and Members of City Council

First Name: Sherry

Last Name: Tarasoff

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: [REDACTED] Peterson Cres

Ward: Ward 4

What do you wish to do ?: Submit Comments

What meeting do you wish to speak/submit comments ? (if known):: GPC - July 17, 2024

What agenda item do you wish to comment on ?: 6.3.1 Bus Rapid Transit – Project Update July 2024

Comments:

Please find my comments and questions attached.

Thank you,
Sherry Tarasoff

Will you be submitting a video to be vetted prior to council meeting?: No

6.3.1 Bus Rapid Transit – Project Update July 2024

This update should reflect the total reported cost of the BRT of \$259 million, as shared in the 2024/2025 Business Plan and Budget Funding Plans Update document.

Bus Rapid Transit Funding Plan

The BRT Plan includes Transit bus purchases, Intelligent Transportation Systems, sidewalks, bus pads, park and ride, and station and stop upgrades, which are all related to the implementation of the BRT. It is expected that future funding will be received through the Investing in Canada Infrastructure Plan (ICIP) from the federal and provincial governments and this plan will not have sufficient funding without the ICIP funding. Also included in this Plan is \$9.00M for costs that will not be eligible for government funding, such as work completed through internal workforce. Appendix 3 provides a summary of the project and funding sources.

<https://pub-saskatoon.escribemeetings.com/filestream.ashx?DocumentId=212367>

Appendix 3

Bus Rapid Transit Funding Plan – Costs and Funding Sources Summary

Project	Est Cost (in millions) (2020 -2025)	Notes
▲ Transit Implementation Plan	\$ 198.80	\$0.50M in 2022 and \$36.25M in 2023; \$156.85M for 2024 thru 2026
▲ Transit Replacement	\$ 60.20	\$10.00M in 2022 and \$10.00 in 2023; \$37.13 for 2024 thru 2026
Total Project Costs	\$ 259.00	
Funding Source	Amount (in millions) (2020-2025)	Notes
Investing in Canada Infrastructure Funding	\$ 183.33	Future government funding
Canada Community Building Fund Reallocation	\$ 24.80	Reallocated Canada Community Building Funds: \$2.10M in 2022; \$13.00M in 2024; \$9.70M in 2025
▲ Mill Rate Phase-in	\$ 11.55	Phased in at \$0.75M for 2020-2021; \$0.55M for 2024; \$0.51M for 2026; \$0.55 for 2026; \$0.64 for 2027
Neighbourhood Land Development Fund	\$ 3.90	Dividend from Kensington neighbourhood
▲ Borrowing	\$ 35.42	Future borrowing
Total Funding Sources	\$ 259.00	

▲ indicates projects or items that can be adjusted or removed from this plan

<https://pub-saskatoon.escribemeetings.com/filestream.ashx?DocumentId=212370>

Of note, in the previous 2022/2023 Business Plan and Budget Funding Plans Update document, it was noted that “included in this Plan is \$5.00M for costs that will not be eligible for government funding, such as internal Salaries”. That has since rose to \$9.00M.

If this report is sharing the complete background of the BRT, including links to previously approved reports, it should highlight the November 2017 Council approved report entitled “Bus Rapid Transit Preferred Configuration” that stated:

Report Highlights

1. HDR Corporation (HDR) has reviewed the Growth Plan to Half a Million (Growth Plan) and Saskatoon’s existing transit system and has submitted a preferred configuration for Saskatoon’s Bus Rapid Transit (BRT) system.
2. HDR’s preferred configuration identifies the main components of the Red and Blue BRT lines, which includes Transit Signal Priority Measures, Roadway Geometric Measures, Stations, Customer Systems, and Runningways.
3. **Based on its experience developing BRT systems in other markets, HDR has identified a preliminary cost estimate of \$120 million, plus or minus 25%, to implement the preferred configuration.**
4. The project timeline is intended to position the City of Saskatoon (City) for the second phase of the Public Transit Infrastructure Fund (PTIF) program.

<https://pub-saskatoon.escribemeetings.com/filestream.ashx?DocumentId=41792>

The preliminary cost estimate of “plus or minus 25%” has proven to be more than plus 25%.

In the spirit of transparency, this report should indicate that the contract awarded cost for CIMA+ to complete detailed designs and assist in the tendering and management of construction contracts was **\$948,450.**



Purchasing Services
222-3rd Avenue North
Saskatoon SK S7K 0J5

www.saskatoon.ca
Tel: 306.975.2600
purchasingadmin@saskatoon.ca

Award Summary

RFQ #24-0071 Bus Rapid Transit – Engineering Services

**Successful Bidder:
CIMA+
Saskatoon, SK**

Contract Award: \$948,450.00 excluding taxes


The estimated project costs in the Red, Green and Blue Line applications for ICIP funding were based on Class D “Conceptual Design” estimates with +/- 20% to 30% (see attached forms). **Have there been updated estimates since the application was submitted and are they within the estimated project costs?**

13. Please select what the estimated project costs are based on

Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

In the spirit of transparency, this report should indicate that the contract awarded cost for Sautner to construct the concrete platform for the pilot station was **\$124,350** and the contract awarded cost for PCL to design, supply, and installation of both shelter and information display at the Civic Operations Center was **\$445,670**. I understand that the above-ground components (shelter, lighting, information display boards, etc.) are still being determined. **When will the final design and cost of the BRT stations be known?**

 City of Saskatoon Supply Chain Management	Purchasing Services 222 Cardinal Crescent Saskatoon SK S7L 6H8	www.saskatoon.ca Tel: 306.975.2600 purchasingadmin@saskatoon.ca
<u>Award Summary</u>		
RFQ #21-0158		
BRT Pilot Station		
Successful Bidder:	Sautner Concrete Services Inc. Saskatoon, SK	
Contract Award:	\$124,350.00 (excluding taxes)	

 City of Saskatoon Supply Chain Management	Purchasing Services 222 Cardinal Crescent Saskatoon SK S7L 6H8	www.saskatoon.ca Tel: 306.975.2600 purchasingadmin@saskatoon.ca
<u>Award Summary</u>		
RFQ #21-0289		
BRT Pilot Station Shelter and Information Display		
Successful Bidder:	PCL Construction Management Inc Saskatoon, SK	
Contract Award:	\$445,670.00 (excluding taxes)	

Now that the functional design for College Drive’s dedicated transit lanes and corridor has been completed, when will it be shared with the public? When the functional design is completed for 1st Avenue, I would also expect that it will be shared with the public.

When the road safety audit of the College Drive functional design is complete, will it be presented to Committee or Council?

Without a completed Zero Emissions Transition Plan, the City must not proceed with the purchase of more zero emission buses. It should also be noted that the contract amount for Cutric to complete the Saskatoon Transit Zero Emissions Transition Plan was **\$93,257.76**. While the report is anticipated to be completed in the summer of 2024, when is it expected to come to the SPC-T?

The screenshot shows the City of Saskatoon Open Data Catalogue BETA interface. The main content area displays a query for 'Non-Standard Procurement (Sole Source)' with a filter for 'vendor (String) is equal to Cutric'. The query results are shown in a table below.

entityid	department	vendor	description_of_goods_services_construction	contract_no	amount	start_date	end_date	fiscal
	Transit	Cutric	Consulting Services - Zero Emissions Fleet	23-0097	\$93,257.76			2023

It is stated that Administration will provide regular reporting to City Council. What does that mean? Monthly, quarterly? Part of regular reporting should include costs incurred to date, as well as expected cost to complete (both capital costs and the associated operating costs).

The report fails to mention the open tender for “Bus Rapid Transit (BRT) Shelter Project - Fairness Monitor.”

Have all potential issues around the dedicated centre running contraflow transit lanes (College Drive and 1st Avenue), such as snow removal, been resolved? The BRT does not operate in a silo – it is a vital component of the conceived DEED project. Have all the issues around the proposed arena, such as the closure of 22nd Street for events and the lack of curbs around the property, been resolved?

Since Council approved the Growth Plan in April 2016, what have been the detailed costs that have been incurred for the Transit Plan?

In addition to government funding (ICIP, PTIS, Canada Community Building Fund/Gas Tax), mill rate phase-ins and dividends from the Neighbourhood Land Development Fund, there is expected borrowing required of \$35+ million. **When is that borrowing planned to be requested?**

Investing in Canada Infrastructure Program Detailed Cost Estimate



Applicant Name: City of Saskatoon
Project Title: City of Saskatoon - Bus Rapid Transit - Red Line

Project Stream / Outcome:

Cost Estimate Developed By: Maegan Piche
Date of Cost Estimate (DD-MM-YYYY): 10/7/2022
Cost Estimate Class: Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
	For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans			2,500,000
Planning Sub-Total:				\$2,500,000
Design / Engineering				
	For example, preliminary/detailed design, geotechnical study, downstream use and impact study			1,600,000
Design / Engineering Sub-Total:				\$1,600,000
Construction / Materials				
	Items should reflect the major components in your project . Add lines as necessary.			59,000,000
Construction / Materials Sub-Total:				\$59,000,000
Other Eligible Costs				
	For example (communications, testing)			11,900,000
Other Eligible Costs Sub-Total:				\$11,900,000
Contingency				
				17,700,000
Contingency Sub-Total:				\$17,700,000
TOTAL ELIGIBLE COSTS*:				\$92,700,000

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
	Land Acquisition Cost			
	Leasing Land, Building and Other Facilities			
	Financing Charges			
	Legal Fees			
	In-kind Contribution			
	Tax Rebate			
	Works already completed (Add lines as needed): Costs Incurred before Project approval, and all expenditures related to contracts signed prior to project approval (<i>This includes costs incurred or contracts awarded for planning and design</i>).	Pilot station	1.00	650,000.00
	Other	Admin Costs		1,691,900
TOTAL INELIGIBLE COSTS*:				\$2,341,900

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$95,041,900
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*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments

**Investing in Canada Infrastructure Program
Detailed Cost Estimate**



Applicant Name: City of Saskatoon
Project Title: City of Saskatoon - Bus Rapid Transit - Blue Line

Project Stream / Outcome:

Cost Estimate Developed By: Maegan Piche
Date of Cost Estimate (DD-MM-YYYY): 10/7/2022
Cost Estimate Class: Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
	For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans			1,190,000
Planning Sub-Total:				\$1,190,000

Design / Engineering				
	For example, preliminary/detailed design, geotechnical study, downstream use and impact study			798,000
Design / Engineering Sub-Total:				\$798,000

Construction / Materials				
	Items should reflect the major components in your project . Add lines as necessary.			31,650,000
Construction / Materials Sub-Total:				\$31,650,000

Other Eligible Costs				
	For example (communications, testing)			3,000,000
Other Eligible Costs Sub-Total:				\$3,000,000

Contingency				
				9,200,000
Contingency Sub-Total:				\$9,200,000
TOTAL ELIGIBLE COSTS*:				\$45,838,000

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
	Land Acquisition Cost			
	Leasing Land, Building and Other Facilities			
	Financing Charges			
	Legal Fees			
	In-kind Contribution			
	Tax Rebate			
	Works already completed (Add lines as needed): Costs Incurred before Project approval, and all expenditures related to contracts signed prior to project approval (This includes costs incurred or contracts awarded for planning and design).			
	Other Admin Costs			1,158,000
TOTAL INELIGIBLE COSTS*:				\$1,158,000

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$46,996,000
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*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments

**Investing in Canada Infrastructure Program
Detailed Cost Estimate**



Applicant Name: City of Saskatoon
Project Title: City of Saskatoon - Bus Rapid Transit - Green Line

Project Stream / Outcome:

Cost Estimate Developed By: Maegan Piche
Date of Cost Estimate (DD-MM-YYYY): 10/7/2022
Cost Estimate Class: Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
	For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans			1,147,000
Planning Sub-Total:				\$1,147,000

Design / Engineering				
	For example, preliminary/detailed design, geotechnical study, downstream use and impact study			365,000
Design / Engineering Sub-Total:				\$365,000

Construction / Materials				
	Items should reflect the major components in your project . Add lines as necessary.			14,700,000
Construction / Materials Sub-Total:				\$14,700,000

Other Eligible Costs				
	For example (communications, testing)			850,000
Other Eligible Costs Sub-Total:				\$850,000

Contingency				
				4,400,000
Contingency Sub-Total:				\$4,400,000
TOTAL ELIGIBLE COSTS*:				\$21,462,000

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
	Land Acquisition Cost			
	Leasing Land, Building and Other Facilities			
	Financing Charges			
	Legal Fees			
	In-kind Contribution			
	Tax Rebate			
	Works already completed (Add lines as needed): Costs Incurred before Project approval, and all expenditures related to contracts signed prior to project approval (This includes costs incurred or contracts awarded for planning and design).			
	Other Admin Costs			542,200
TOTAL INELIGIBLE COSTS*:				\$542,200

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$22,004,200
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*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments



PUBLIC MINUTES
GOVERNANCE AND PRIORITIES COMMITTEE

Wednesday, June 12, 2024, 9:30 a.m.
Council Chamber, City Hall

PRESENT:

- Deputy Mayor D. Kirton, Chair
- His Worship Mayor C. Clark
- Councillor C. Block
- Councillor T. Davies
- Councillor R. Donauer
- Councillor B. Dubois
- Councillor S. Gersher, via teleconference at 11:03 a.m.
- Councillor H. Gough
- Councillor D. Hill
- Councillor Z. Jeffries, via teleconference
- Councillor M. Loewen

ALSO PRESENT:

- City Manager J. Jorgenson
- A/City Solicitor C. Bogad
- City Clerk A. Tittlemore
- Deputy City Clerk S. Bryant

1. CALL TO ORDER

The Chair called the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirmed roll call.

2. CONFIRMATION OF AGENDA

Moved By: Councillor Block

1. That the following requests to speak be added to Item 6.3.1:
 - Raeanne Kurtz and Scott Back, Parks Canada, dated June 7, 2024;
 - Mike Velonas, Meewasin Valley Authority, dated June 7, 2024;
2. That the items with speakers be considered immediately following consideration of Adoption of Minutes:

- 6.3.1
 - Raeanne Kurtz and Scott Back
 - Mike Velonas;

3. That the agenda be confirmed as amended.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gough, Councillor Hill, Councillor Jeffries, and Councillor Loewen

Absent (1): Councillor Gersher

CARRIED UNANIMOUSLY

3. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. ADOPTION OF MINUTES

Moved By: Councillor Dubois

That the minutes of meeting of the Governance and Priorities Committee dated May 15, 2024 be adopted.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gough, Councillor Hill, Councillor Jeffries, and Councillor Loewen

Absent (1): Councillor Gersher

CARRIED UNANIMOUSLY

Item 6.3.1 was considered next.

5. UNFINISHED BUSINESS

6. ADMINISTRATIVE AND LEGISLATIVE REPORTS

6.1 Decision Reports

6.1.1 Governance Review – Other Bodies – Development Appeals Board and Municipal Planning Commission [GPC2024-0402]

The City Clerk reported that the Governance and Priorities Committee, at its April 10, 2024 meeting, tabled the a report of the City Solicitor's Office dated April 10, 2024 for consideration at the June 12, 2024 meeting.

In addition, a supplemental report of the City Solicitor's Office, dated June 12, 2024 was also provided.

A/City Solicitor Bogad presented the reports and along with City Clerk Tittmore responded to questions of Committee.

Discussion followed around comments made regarding quorum issues and hybrid attendance at the Municipal Planning Commission meetings.

Moved By: Councillor Dubois

That the Governance and Priorities Committee recommend to City Council:

1. That changes to the Development Appeals Board be approved in accordance with Option 2, Amend Qualifications, Compensation, Require Training, Remove the Overlap in Membership between the DAB and BOR and Create a More Robust Recruitment and Performance Evaluation Process;
2. That no changes be made to the Municipal Planning Commission in accordance with Option 2, Maintain the Status Quo;
3. That preferred qualifications advertised for potential appointees to the Development Appeals Board be amended to include:
 - Knowledge of the local development process or land use planning and planning law;
 - An appreciation of the interest of property owners, developers and the public;
 - Previous experience on or with a quasi-judicial or administrative tribunal;

- The ability to be fair, open-minded and impartial;
 - The ability to conduct themselves with integrity and consistency;
 - The ability to interpret and apply relevant statutes and case law to complex situations;
 - Knowledge and understanding of Bylaw No. 8770, *The Zoning Bylaw* and *The Planning and Development Act, 2007*; and
 - The ability to absorb and analyze complex material information and write comprehensive, intelligible decisions;
4. That the compensation of members appointed to the Development Appeals Board be increased as of January 1, 2025 as outlined in the April 10, 2024 report of the City Solicitor's Office;
 5. That training for members of the Development Appeals Board be reviewed and applicable orientation/training be mandatory for 2025;
 6. That recruitment and performance evaluation documents, including an interview guide specific to the Development Appeals Board be developed for use by the City Agency Recruitment and Evaluation Committee for 2025 appointments;
 7. That the City Agency Recruitment and Evaluation Committee Terms of Reference be updated to reflect changes to the DAB recruitment process, including the requirement to interview DAB applicants;
 8. That the Terms of Reference for the Development Appeals Board be updated as outlined in the April 10, 2024 report of the City Solicitor's Office; and
 9. That the City Solicitor's Office be instructed to bring forward any required bylaw or policy amendments.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gough, Councillor Hill, Councillor Jeffries, and Councillor Loewen

Absent (1): Councillor Gersher

CARRIED UNANIMOUSLY

MOTION ARISING

Moved By: Mayor Clark

That the City Clerk's Office work with the boards and committees regarding hybrid meeting attendance and any improvements to process that will balance attendance and meeting effectiveness, with potential inclusion of policy and procedure within future amendments to the appointment policy and other applicable documents.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gough, Councillor Hill, Councillor Jeffries, and Councillor Loewen

Absent (1): Councillor Gersher

CARRIED UNANIMOUSLY

Item 6.3.2 was considered next.

6.2 Approval Reports

6.3 Information Reports

Moved By: Councillor Donauer

That the reports submitted as Items 6.3.1 to 6.3.6 be received as information.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gough, Councillor Hill, Councillor Jeffries, and Councillor Loewen

Absent (1): Councillor Gersher

CARRIED UNANIMOUSLY

6.3.1 National Urban Park Exploration – Update [GPC2024-0603]

A report of the Community Services Division was provided along with the following requests to speak:

- Raeanne Kurtz and Scott Back, Parks Canada, dated June 7, 2024; and
- Mike Velonas, Meewasin Valley Authority, dated June 7, 2024.

Scott Back, Manager, Regulations and Policy Development, Parks Canada introduced the matter. Raeanne Kurtz, Human Resources Manager, Parks Canada, provided a PowerPoint on the project.

Mike Velonas, Manager of Planning and Conservation, Meewasin Valley Authority, provided a high-level overview of the project.

General Manager, Community Services Lacroix presented the administrative report and together with the representatives from Parks Canada and Meewasin, responded to questions of Committee.

Item 6.1.1 was considered next.

6.3.2 Strategic Planning Process - Feedback from City Council's Advisory Committees [GPC2024-0601]

A report of the Strategic and Transformation Division was provided.

Chief Strategy and Transformation Officer Anger presented the report.

6.3.3 City Council Strategic Priority and Leadership Initiative – 2024 Q2 Update [GPC2024-0306]

A report of the City Clerk's Office was provided.

City Clerk Tittlemore presented the report.

Councillor Gough provided an update on the new central library project. Councillor Block provided follow-up comments.

Mayor Clark provided an update on work that is underway with respect to Reconciliation, Equity, Diversity and Inclusion priority area.

6.3.4 Referral List – City Council – June 2024 [GPC2024-0101]

A report of the City Clerk's Office was provided.

City Clerk Tittlemore presented items 6.3.4, 6.3.5, and 6.3.6 together.

6.3.5 Referral List – Governance and Priorities Committee – June 2024 [GPC2024-0103]

A report of the City Clerk's Office was provided and presented under item 6.3.4.

6.3.6 Inquiries and Notice of Motions – June 2024 [GPC2024-0102]

A report of the City Clerk's Office was provided and presented under item 6.3.4.

7. MOTIONS (notice previously given)

8. URGENT BUSINESS

9. GIVING NOTICE

10. VERBAL UPDATES

10.1 Council Members - His Worship the Mayor, FCM/SUMA, Boards, Committees and Commissions

Councillor Loewen provided an update on the recent FCM conference.

Mayor Clark provided follow-up comments regarding the FCM conference.

10.2 Administration

11. REQUESTS TO SPEAK (new matters)

12. COMMUNICATIONS (requiring the direction of the Committee)

13. IN CAMERA SESSION

Moved By: Councillor Block

That the Committee move *In Camera* to consider the following items.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gough, Councillor Hill, Councillor Jeffries, and Councillor Loewen

Absent (1): Councillor Gersher

CARRIED UNANIMOUSLY

The public portion of the meeting recessed at 10:50 a.m.

13.1 Land Negotiations

[In Camera - Economic/Financial - Land - Section 17(1)(d) and (e) of LAFOIP]

13.2 Downtown Event and Entertainment District Update

[In Camera - Economic/Financial and Other Interests - Section 17 of LAFOIP]

13.3 Verbal Updates

**13.3.1 Council Members - His Worship the Mayor; FCM/SUMA;
Boards, Committees & Commissions; Personnel
Subcommittee (if required)**

13.3.2 Administration

13.4 Appointments - Boards, Commissions and Committees [CK 225-4-3]

In Camera - Consultations/Deliberations; Personal Information - Sections 16(1)(c) and (d) and 28 of LAFOIP]

13.4.1 Appointments - Municipal Heritage Advisory Committee

13.4.2 Appointments - Saskatoon Accessibility Advisory Committee

**13.4.3 Appointments - Defined Contribution Plan for Seasonal and
Non-Permanent Part-Time Employees - Board of Trustees**

13.4.4 Resignation - Board of Police Commissioners

14. RISE AND REPORT

The Committee convened *In Camera* at 11:03 a.m. with the following in attendance as noted:

- All Committee members (Councillors Jeffries and Gersher virtual, Councillor Dubois at 11:07 a.m.)
- City Manager Jorgenson
- A/City Solicitor Bogad
- City Clerk Tittlemore
- Deputy City Clerk Bryant
- Chief Financial Officer Hack
- General Manager, Community Services Lacroix, for item 13.1
- General Manager, Environment & Utilities Gardiner (portion virtual)
- Chief Strategy and Transformation Officer Anger 13.1 and portion of 13.2
- General Manager, Transportation & Construction Schmidt (virtual)
- Chief Public Policy and Government Relations Jordan
- Director of Saskatoon Land Long, for item 13.1
- Real Estate Manager McCaig, for item 13.1
- Fire Chief Wegren (portion virtual)
- Chief of Staff Beveridge (virtual, at 11:38 a.m. during item 13.2)
- Risk Manager Garman, for item 13.2
- Director of Technical Services Willems, for item 13.2
- Financial Analyst Paziuk, for item 13.2

Mayor Clark excused himself temporarily at 12:58 p.m. during consideration of item 13.2.

The meeting recessed at 1:05 p.m. and reconvened at 1:42 p.m. with all members of Committee present, with the exception of Mayor Clark, Councillors Davies and Jeffries (Councillors Gersher and Hill virtual).

Mayor Clark re-entered the meeting at 1:48 p.m. and Councillor Davies re-entered the meeting at 2:39 p.m. both during consideration of item 13.2.

All administration were excused for item 13.4, with the exception of the A/City Solicitor, City Clerk and Deputy City Clerk.

The Committee moved to rise and report. The *In Camera* portion of the meeting recessed at 3:15 p.m.

Committee reconvened publicly with all members in attendance with the exception of Councillor Jeffries, and reported as follows:

13. IN CAMERA SESSION

13.1 Land Negotiations

[In Camera - Economic/Financial - Land - Section 17(1)(d) and (e) of LAFOIP]

Moved By: Councillor Loewen

That the information and the discussion remain *In Camera* under Section 17(1)(d) and (e) of *LAFOIP*.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gersher, Councillor Gough, Councillor Hill, and Councillor Loewen

Absent (1): Councillor Jeffries

CARRIED UNANIMOUSLY

13.2 Downtown Event and Entertainment District Update

[In Camera - Economic/Financial and Other Interests - Section 17 of LAFOIP]

Moved By: Councillor Loewen

That the information and the discussion remain *In Camera* under Section 17 of *LAFOIP*.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gersher, Councillor Gough, Councillor Hill, and Councillor Loewen

Absent (1): Councillor Jeffries

CARRIED UNANIMOUSLY

13.4 Appointments - Boards, Commissions and Committees [CK 225-4-3]

In Camera - Consultations/Deliberations; Personal Information - Sections 16(1)(c) and (d) and 28 of LAFOIP]

13.4.1 Appointments - Municipal Heritage Advisory Committee

13.4.2 Appointments - Saskatoon Accessibility Advisory Committee

13.4.3 Appointments - Defined Contribution Plan for Seasonal and Non-Permanent Part-Time Employees - Board of Trustees

13.4.4 Resignation - Board of Police Commissioners

Moved By: Councillor Loewen

1. That the recommended appointments to Boards, Commissions and Committees and any further direction, as noted by the City Clerk, be reported to the June 26, 2024 Regular Business meeting; and
2. That the information and discussion remain *In Camera* under *Sections 16(1)(c) and (d) and 28 of LAFOIP*.

In Favour (10): Councillor Kirton, Mayor Clark, Councillor Block, Councillor Davies, Councillor Donauer, Councillor Dubois, Councillor Gersher, Councillor Gough, Councillor Hill, and Councillor Loewen

Absent (1): Councillor Jeffries

CARRIED UNANIMOUSLY

15. ADJOURNMENT

The meeting adjourned at 4:39 p.m.

Deputy Mayor D. Kirton, Chair

City Clerk A. Tittlemore

Bus Rapid Transit Branding, Wayfinding and Marketing Development

ISSUE

The City of Saskatoon will soon be implementing a Bus Rapid Transit (BRT) system. Research on BRT systems in cities across North America shows that early introduction and adoption of a BRT system brand identity is the preferred and successful approach. This report seeks approval for the Saskatoon Transit Bus Rapid Transit brand name and visual identity.

RECOMMENDATION

That the Governance and Priorities Committee recommend to City Council approval of the Bus Rapid Transit brand name, *Link*, and its visual identity.

BACKGROUND

In 2016, City Council approved The Growth Plan to Half a Million (Growth Plan). The Growth Plan charts a course for long-term growth and revitalization that balances and promotes quality of life, sustainability, and economic development. This Growth Plan set in motion a strategy for the BRT project. A major component of this strategy is the BRT branding, marketing and wayfinding development.

At its Regular Business Meeting held on April 26, 2021, City Council approved the Bus Rapid Transit Wayfinding, Branding and Marketing Budget Adjustment [report](#).

Subsequently, Administration issued a Request for Proposals (RFP) in May 2021 for the BRT wayfinding, branding and marketing development. The work was awarded to Entro in September 2021, a global branding, wayfinding, and environmental design firm that specializes in naming and branding of transit properties.

CURRENT STATUS

Administration worked with Entro to develop a pathway to the brand development for the new BRT project. A comprehensive eight-step process was developed to guide the way forward to identify a brand name and visual identity, the application and use of wayfinding signage, the development of a communications and marketing plan, and ultimately the brand launch before and during construction. The eight-step process developed is as follows:

1. Discovery and Landscape Analysis (Brand and Site Audit)
2. Stakeholder Research (Visioning and Analysis)
3. Naming
4. Brand Development and Validation
5. Visual Language and Guidelines
6. Wayfinding
7. Communications and Marketing Plan
8. Brand Launch and Construction

The work for the brand and visual identity is specific to the new bus rapid transit service (red, green and blue lines). The Saskatoon Transit brand will apply as the master brand for both BRT and all the other transit routes and services, including Access Transit.

More details on each step of the process, along with the stakeholders that were engaged throughout the process, can be found in Appendix 1.

After working through this process and completing a brand and site audit, stakeholder research, name generation and naming validation, Administration is recommending **Link** as the brand name.

The name **Link** meets many of the naming qualities and BRT specific evaluation criteria identified early in the process.

Naming Criteria	
Naming Qualities	BRT Specific Criteria
Meaningful	Makes sense in the transit context.
Distinctive	Applies itself easily to wayfinding and signage specifications
Future-Oriented	If possible, have ties to Saskatoon and the region
Positive	Does not duplicate another local business name
Descriptive	Sounds, looks, and works well with the overall Saskatoon Transit brand name

Through naming validation workshops and discussions, the name **Link** was associated with words such as connectivity, welcoming, accessible, reliable, modern, and clear/straightforward.

- Participants identified with this name more frequently and could more easily see the associations with transit.
- Words and images that were chosen connected closely with **Link**.
- The name brings Saskatoon's system to the perceived caliber of other cities fitting within the overall plan for growth.
- Ease of understanding achieved through similar naming in other transit systems.
- It is straightforward while having opportunities for community connection.

The name **Link** is being recommended as it embodies concepts of connection, speed and network. The name is also timeless and easy to understand.

DISCUSSION/ANALYSIS

Link will be at the heart of a system that is growing to enable simple, seamless, reliable, and friendly travel. The brand should echo these qualities.



The blue and orange colours incorporated into the brand image/logo are associated with Saskatoon Transit. The arm and leg of the 'k' wraps around its stem, offering a welcoming embrace. The rounded ends not only create a friendly aesthetic but reflects the stunning natural landscape of Saskatoon. More details on the visual look and feel of the **Link** brand can be found in Appendix 2.

While this new bus rapid transit service will fall under the master brand of Saskatoon Transit, the BRT (red, green and blue lines) has its own visual identity to reflect the unique service while complementing the master brand.



The Administration's approach aligns with the leading practices on this topic. Several North American cities have implemented rapid transit systems (e.g., Mississauga - MiWay, Region of Waterloo - Ion, City of Brampton - ZUM, City of Calgary - Max). Research has found that timing of the brand identity matters to project success and public support. This is largely because strong wayfinding, branding, and marketing plans and designs for the BRT system reduces the risk of public confusion if language or brand changes mid-project (e.g., is it called BRT or is it called **Link**). Early implementation of communications and marketing materials also allows the public to be informed prior to experiencing construction impacts and be well-educated on the new transit system prior to launch.

In cities that have implemented a BRT, wayfinding, branding, and marketing has generally taken between 18 months to two years to develop prior to construction of the system.

Alternatively, in communities where the brand identity was introduced closer to the date of BRT launch, several challenges emerged:

- The new system name was not adopted by the public;
- Wayfinding was not consistent with the overall brand as it was already developed, and
- The new brand did not have opportunity to integrate into all marketing strategies, which ultimately confused the public and provided an inconsistent early experience with the BRT system.

IMPLICATIONS

There are no financial, legal, social, or environmental implications. Full implementation of the brand may require further financial resources; however, the details of implementation are still being developed and full scoping is underway. Any additional funding requirements will be brought forward to City Council for consideration prior to implementation.

NEXT STEPS

If the recommendation is approved by City Council, work on the **Link** brand, marketing and wayfinding signage will continue over the coming months as follows:

- Administration will refine the communications and marketing plan aimed to increase awareness of the new **Link** brand name within the community.
- Communications will be focused on informing the public prior to experiencing significant construction impacts and provide education on the new future transit service.
- Administration will work towards completing a registered trademark for the **Link** brand.
- Administration is considering naming conventions for the rapid transit lines (routes) currently identified as the red, green, and blue lines.
- Entro was commissioned to conduct a comprehensive audit of Saskatoon Transit's existing signage system. The examination is aimed to identify gaps and opportunities for improvement within the current signage program. A subsequent report will outline findings, showcases several case studies and best practices, and present recommendations for enhancement.

APPENDICES

1. Saskatoon Transit – Bus Rapid Transit: The Journey to Developing the BRT Brand
2. Visual Look and Feel of Link Saskatoon Transit BRT

Report Approval

Written by: Carla M. Blumers, Director of Communications & Public Engagement

Reviewed by: Dan Willems, Director of Technical Services
Michael Moellenbeck, Director of Saskatoon Transit

Approved by: Terry Schmidt, General Manager, Transportation and Construction



Saskatoon Transit Bus Rapid Transit

The Journey to Developing the BRT Brand

June 4, 2024

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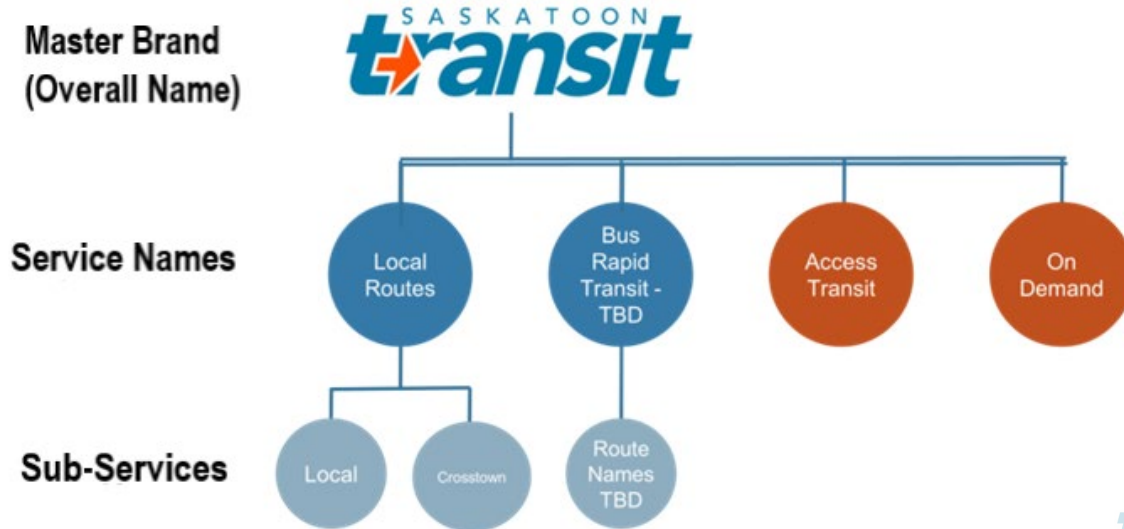
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Saskatoon Transit Context

- Saskatoon Transit brand remains the master brand.
- Bus Rapid Transit is a new service offering being added.



Background



Transit Implementation Plan

- During its April 26, 2021 meeting, City Council approved a budget adjustment to proceed with the Bus Rapid Transit Wayfinding, Brand and Marketing development.

[Bus Rapid Transit Wayfinding, Branding, and Marketing Budget Adjustment](#)

Request for Proposals and Selection

- City Administration issued an RFP in May 2021.
- Entro, a global branding, wayfinding and environmental design firm was awarded the project in September 2021.

Pathway to Brand Development

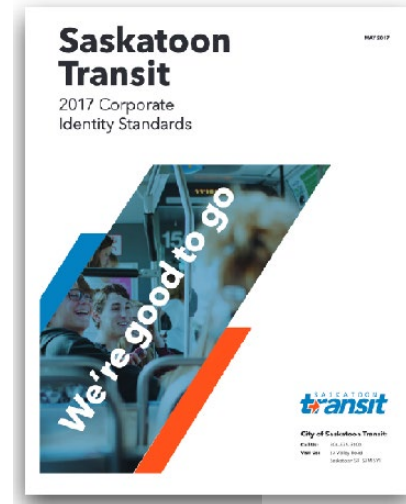
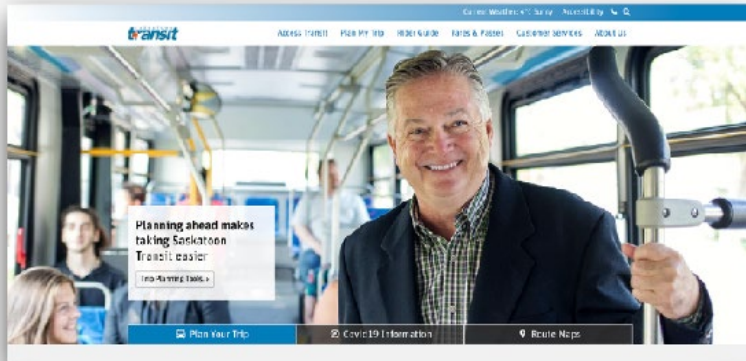
1. Discovery and Landscape Analysis (Brand & Site Audit)
2. Stakeholder Research (Visioning & Analysis)
3. Naming
4. Brand Development and Validation
5. Visual Language and Guidelines
6. Wayfinding
7. Communications and Marketing Plan
8. Brand Launch and Construction

Discovery and Landscape

1. Discovery and Landscape October 2021 – November 2021






















Discovery and Landscape

- A review of previous research reports and Saskatoon Transit assets was completed as part of a brand audit and to gather a general understanding of themes.



Discovery and Landscape

- A comparative analysis was completed to identify best practices and explore transit brands in five other cities.

						
BRT System Existing						
BRT System Upcoming						
Train						
Ridership	11,000,000/year	97,100,000/year	310,100/day	144,385,200/year	27,400,000/year	2,297,600/day
Climate	Cold, Semi-arid	Humid Continental	Warm-summer, Mediterranean	Humid Continental, Subarctic	Humid Continental	Humid Continental
Separate BRT Brand						

2. Stakeholder Research

December 2021 - February 2022

Brand Visioning

- An important part of the research phase includes the brand visioning process with key stakeholders.
- This focused on understanding the brand goals and attributes of Saskatoon Transit while gaining insight into priorities, perceptions and expectations of the experience around the future bus rapid transit.
- A total of eight brand visioning meetings and workshops were held with various stakeholder groups.

Stakeholder Research

Meeting and Workshop Stakeholder Groups

BRT Project Team

Transit Customer Service

Indigenous and Newcomer Perspectives

Transit Operations

Operators and Maintenance

Bus Riders of Saskatoon

Transit Planning

Public Art Consultants

Saskatoon Council on Aging

Emerging Themes from Stakeholder Research

The BRT brand should be more modern and playful than the master brand, but not exclude/deter certain groups.

The BRT brand should be clear and simple, aligning with the master brand experience.

The BRT brand should balance corporate and professional tones with human and personable tones.

🎯 Naming Phase One

3. Naming Phase One

February 2022 – July 2022

○ Naming Phase One

Naming Evaluation Criteria

- Naming evaluation criteria was developed to evaluate names for the BRT system which included both naming qualities and project specific considerations.

◎ Naming Phase One

Naming Qualities

- Meaningful
- Distinctive
- Future-Oriented
- Positive
- Descriptive

BRT Specific Criteria

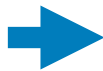
- Make sense in the transit context.
- Apply itself easily to wayfinding and signage specifications.
- If possible, have ties to Saskatoon and the region.
- Not duplicate another local business name.
- Sounds, looks, and works well with the overall Saskatoon Transit brand name.

○ Naming Phase One

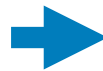
Naming Process

- After completing a long list of names and continuing to shortlist based on the naming criteria, five potential names surfaced to the top.

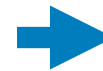
Long List
182 Names



Short List
42 Names



Top 10
10 Names

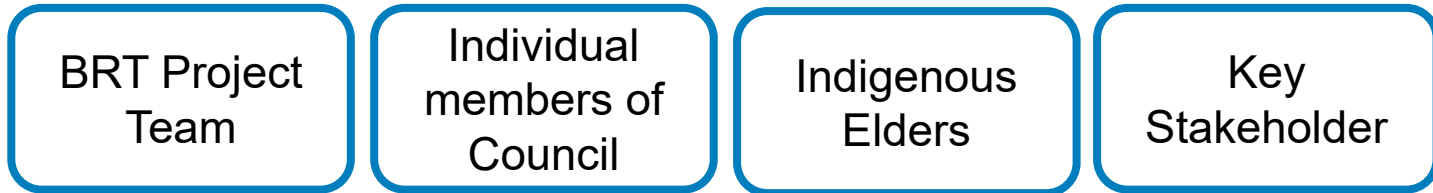


Potential
5 Names

○ Naming Phase One

Naming Validation

- As part of the naming validation process the first preferred name was tested with internal and external stakeholders from February to June 2022. A total of 16 engagement sessions were held.



- The initial name selected resulted in the identification of critical obstacles.
- Although the name was unable to proceed, the importance of the validation process was demonstrated to work.

◎ Naming Phase Two

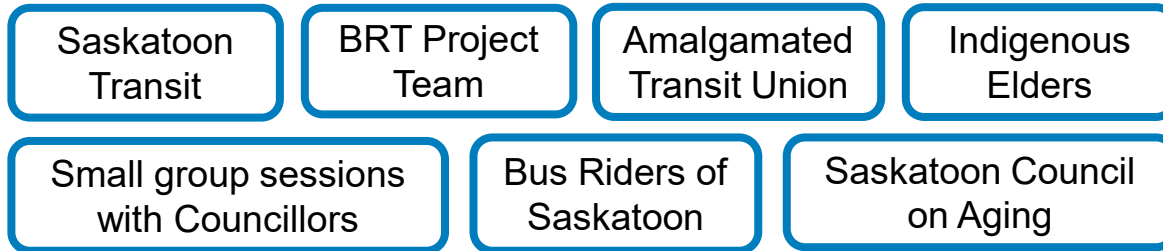
4. Naming Phase Two

July 2022 – December 2022

○ Naming Phase Two

Naming Validation

- In July 2022, a second review of names from all lists was completed .
- Additional name validation was conducted with groups who participated in earlier research sessions and had a knowledge about the BRT project.
- Initially three names were explored.



- In August 2022, one name was dropped with two proceeding to the word and image association phase.

○ Naming Phase Two

Word Association: Names

- Participants attached various words to both names.
- 'Fast', 'Community' and 'Ease' were highly associated with both names.
- Many words were associated with linking people together and connecting community.
- Ease of use and accessibility were identified for both names.
- Both names were associated with words related to community as well as the more professional, utilitarian tones of a transit system.
- **Link** had more words associated that were related to human emotions and feelings.
- Top of mind was the experience of the system in more straightforward ways, along with the opportunity to improve communities and be inclusive to all.

○ Naming Phase Two

Image Association: Names

- Respondents chose images that reflected:
 1. Connectivity – described the relationship between people, cultures and communities; along with the city’s various neighbourhoods, attractions and transportation systems
 2. Reliability – associated with images that suggest accuracy, dependability, clarity, ease and simplicity
 3. Human or Natural World Focus
 4. Order and Direction

○ Naming Phase Two

Brand Name Selection

- A total of 11 engagement sessions were held during this phase.
- In December 2022, based on the results on the engagement, the name selected for the Bus Rapid Transit in Saskatoon is “**Link**”.
- Participants identified with this name more frequently and could more easily see the associations with transit.
- Words and images that were chosen connected closely with **Link**.
- The name brings Saskatoon’s system to the perceived caliber of other cities fitting within the overall plan for growth.
- Ease of understanding achieved through similar naming in other transit systems.
- Straightforward while having opportunities for community connection.

○ Naming Phase Two

Brand Name Selection

- The name **Link** meets many of the naming qualities and BRT specific evaluation criteria.
- **Link** embodies concepts of connection, speed, and network.
- The name is timeless and easy to understand.
- **Link** will be at the heart of a system that is growing to enable simple, seamless, reliable and friendly travel.
- The brand should echo these qualities.

From October 2021 to December 2022 a total of 35 engagement sessions were completed.

Brand Development and Validation

5. Brand Development and Validation January 2023 – December 2023

Brand Development and Validation

Brand Identity Concepts

- January to June work began on developing brand concepts.

BACKGROUND

Saskatoon Transit is introducing a new bus rapid transit service to the City. While this new bus service will fall under the master brand of Saskatoon Transit, its own identity is needed.

The name "Link" has been chosen as it embodies concepts of connection, speed and network. The name is also timeless and easy to understand.

Link will be at the heart of a system that is growing to enable simple, seamless, reliable and friendly travel. The brand should echo these qualities.



GUIDING WORDS

CONNECTIVITY FAST

RELIABLE

WELCOMING EFFORTLESS

ACCESSIBLE



Brand Development and Validation

Brand Identity Concepts

- By July 2023, several visual identity concepts were narrowed down to two concepts for internal engagement.
- Internal feedback was used to refine and finalize a concept.
- Concepts incorporated feelings of movement and being welcoming.

Movement

Draw upon and expresses the idea of rapid speed, mobility and progress.

Welcoming

Draw upon expressions of friendliness.

Brand Development and Validation

Brand Identity Validation Research

- Validation research is a crucial part of ensuring that the outcome of earlier research and creative options is a name and visual identity that is understood by multiple audiences.
- In September and October 2023, further validation research was completed for the name and visual identity along with an exploration of colour and pattern palettes and wayfinding information.

Brand Development and Validation

Brand Identity Validation Stakeholder Groups

- In September and October 2023, various groups within the previous sessions, as well as members of the public, participated in focus groups to validate the brand. A total of 9 sessions were held.

Bus Riders of
Saskatoon, Walking
Saskatoon &
Saskatoon Cycles

Business
Organizations

Saskatoon
Council on Aging
and Accessibility
Groups

Newcomer &
Indigenous
Community

Amalgamated Transit
Union / Employees

Members of the
Public

Members of
City Council

Students

Brand Development and Validation



Brand Development and Validation

Brand Identity Validation: Word Association



Brand Development and Validation

Brand Identity Validation: Colour

- The Saskatoon Transit master brand, as well as other City of Saskatoon branding, were associated with positive ideas and qualities.
- The azure (blue) colour was chosen most often as it expressed many of the qualities found in the positioning statement.
- Orange was also a colour with many strong associations with warmth and welcome, and it was noted that it relates to reconciliation and Indigenous identity which would be important to feature.

Brand Development and Validation



- Blue and orange colours are associated with the Saskatoon Transit logo.
- The arm and leg of the 'k' wraps around its stem, offering a welcoming embrace.
- The rounded ends not only create a friendly aesthetic but reflects the stunning natural landscape of Saskatoon.

Visual Language and Brand Guidelines

6. Visual Language and Brand Guidelines January – May 2024

Visual Language and Brand Guidelines

- Visual Look and Feel Document is completed.
- Brand Guidelines Document is completed.



7. Wayfinding

February 2024 (In Progress)

Wayfinding Audit

- Saskatoon Transit facilitates nearly a million rides monthly, operating 40 routes with over 1,400 stops to cater to the diverse transportation needs of residents and newcomers alike.
- The upcoming launch of Saskatoon Transit Bus Rapid Transit, *Link*, presents a significant opportunity to reaffirm the organization's commitment to enhancing connectivity, reliability, and customer satisfaction.

Wayfinding Audit

- Central to this initiative is the implementation of an effective and user-friendly signage and wayfinding program.
- In February 2024, a comprehensive audit of Saskatoon Transit's existing signage system was conducted to identify gaps and opportunities for improvement.
- A second phase of work will be required to develop and implement new wayfinding system.

8. Communications and Marketing Plan

February 2024 (In Progress)

⦿ Communications and Marketing Plan

Communications and Marketing Plan

- The new Link system is an exciting time for all Saskatoon residents.
- A campaign to help residents familiarize themselves with the **Link** brand and learn more about the benefits of having more frequent accessibility to areas of the city is under development.



Brand Launch and Construction

9. Brand Launch and Construction

Summer 2024 (In Progress)

Brand Launch and Construction

Prepare for Brand Launch and Construction

- The launch is an opportunity to demonstrate that the brand was developed with public and stakeholder input all along the way.
- Additional communications will be developed to help keep the public and impacted neighbourhoods informed as the City begins construction efforts for the new *Link* system.





VISUAL LOOK AND FEEL

LINK

SASKATOON TRANSIT BRT

July 4, 2024

GUIDING WORDS

CONNECTIVITY

FAST

RELIABLE

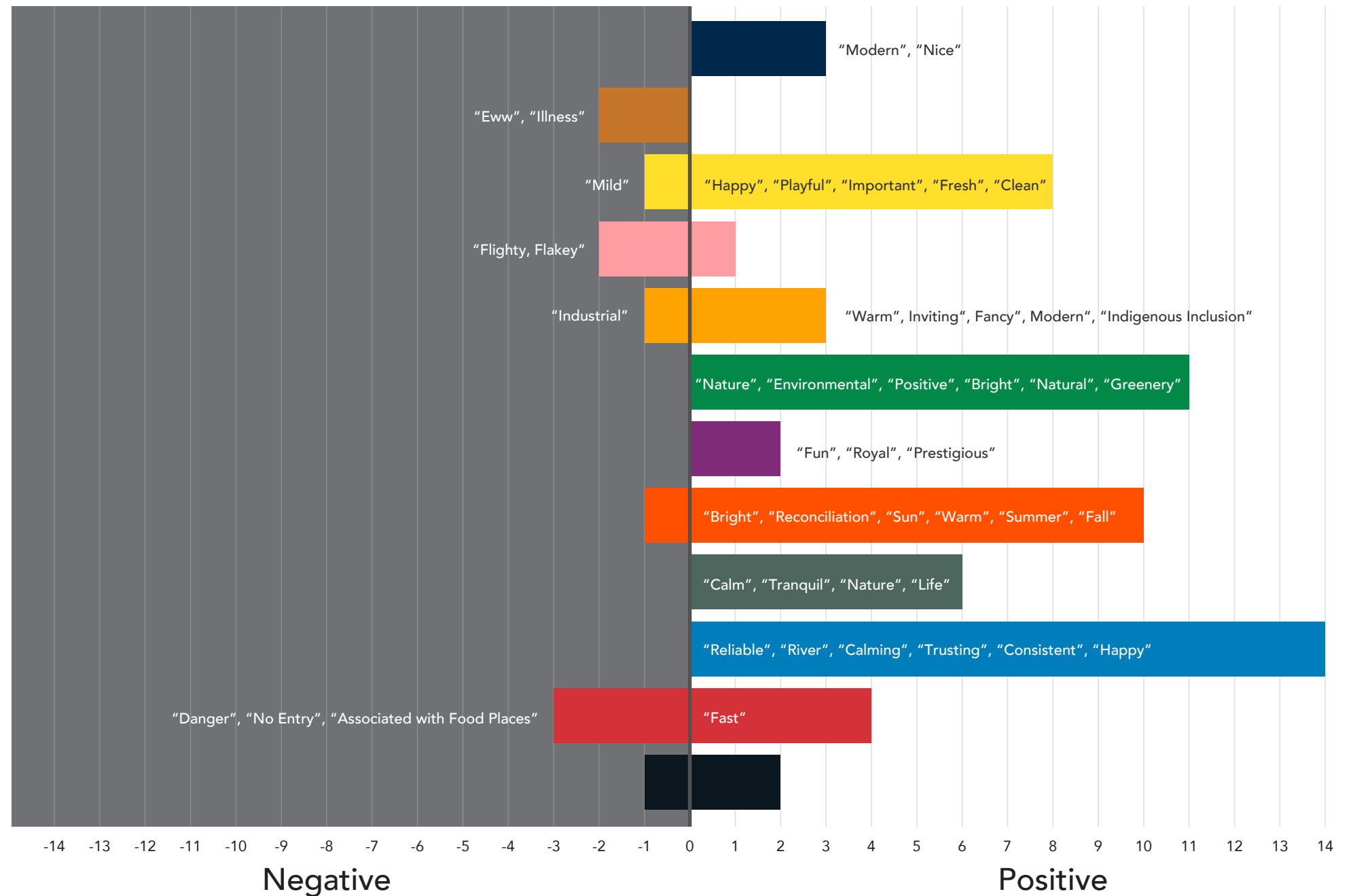
WELCOMING

EFFORTLESS

ACCESSIBLE

COLOUR-ASSOCIATION ACTIVITY RESULTS

The results of the Colour Association Workshop Activity revealed that colours featured prominently in both the Saskatoon Transit Master brand as well as other city branding for the City of Saskatoon were associated with positive ideas and qualities. The azure colour was chosen most often and participants felt it expressed many of the qualities found in the original positioning statement. Orange was also a colour with many strong associations with warmth and welcome, and it was noted that this colour has ties to reconciliation and indigenous identity which would be important to feature. Green had many associations to the sustainability aspect of transit use, as well as the natural settings of Saskatoon. Yellow, another popular colour, was associated with elements of cleanliness, warmth and freshness.



SASKATOON TRANSIT MASTER BRAND

MASTER LOGO



COLOUR PALETTE



PANTONE 7461C

C 78 **M** 14 **Y** 00 **K** 00
R 0 **G** 125 **B** 188
HEX# 007dbc



PANTONE 2767C

C 100 **M** 78 **Y** 00 **K** 54
R 19 **G** 40 **B** 75
HEX# 13284b



PANTONE 021C

C 00 **M** 73 **Y** 100 **K** 00
R 255 **G** 88 **B** 0
HEX# f05323

PRINT FONT

AVENIR NEXT REGULAR
 ABCDJFGHIJKLMNOP
 abcdefghijklmn
 1234567890

AVENIR NEXT MEDIUM
 ABCDJFGHIJKLMNOP
 abcdefghijklmn
 1234567890

AVENIR NEXT DEMI-BOLD
 ABCDJFGHIJKLMNOP
 abcdefghijklmn
 1234567890

AVENIR NEXT BOLD
ABCDJFGHIJKLMNOP
abcdefghijklmn
1234567890

AVENIR NEXT HEAVY
ABCDJFGHIJKLMNOP
abcdefghijklmn
1234567890

WEB FONT

UNIT PRO LIGHT
 ABCDJFGHIJKLMNOP
 abcdefghijklmn
 1234567890

UNIT PRO REGULAR
 ABCDJFGHIJKLMNOP
 abcdefghijklmn
 1234567890

UNIT PRO MEDIUM
 ABCDJFGHIJKLMNOP
 abcdefghijklmn
 1234567890

UNIT PRO BOLD
ABCDJFGHIJKLMNOP
abcdefghijklmn
1234567890

UNIT PRO BLACK
ABCDJFGHIJKLMNOP
abcdefghijklmn
1234567890

LINK BRAND

LINK LOGO



SECONDARY COLOUR PALETTE - TRANSIT COLOURS



Green
PMS 2306C



Gold
PMS 143C



Purple
PMS 7650C



Teal
PMS 2237C



Lilac
PMS 4122C

PRIMARY COLOUR PALETTE



PANTONE 7461C



PANTONE 2767C



PANTONE 021C

SECONDARY COLOUR PALETTE - MARKETING



60% 40% 20%
Green



60% 40% 20%
Gold



60% 40% 20%
Purple



60% 40% 20%
Blue



100% 60% 40% 20%
Charcoal (Pantone 432C)



60% 40% 20%
Lilac



60% 40% 20%
Teal



60% 40% 20%
Navy



60% 40% 20%
Orange



100% 60% 40% 20%
Grey (Pantone 2330C)

COLOUR BLIND TEST

SECONDARY COLOUR PALETTE - TRANSIT COLOURS



Green
PMS 2306C



Gold
PMS 143C



Purple
PMS 7650C



Teal
PMS 2237C



Lilac
PMS 4122C

COLOUR BLIND TEST (PROTANOPIA)



Green



Gold



Purple



Teal



Lilac

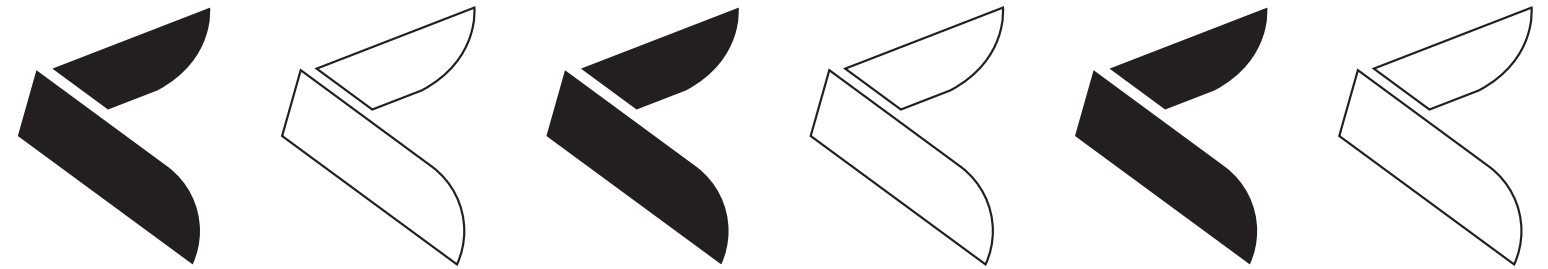
VISUAL ELEMENTS | PATTERN

VISUAL ELEMENTS | PATTERN

LINK LOGO



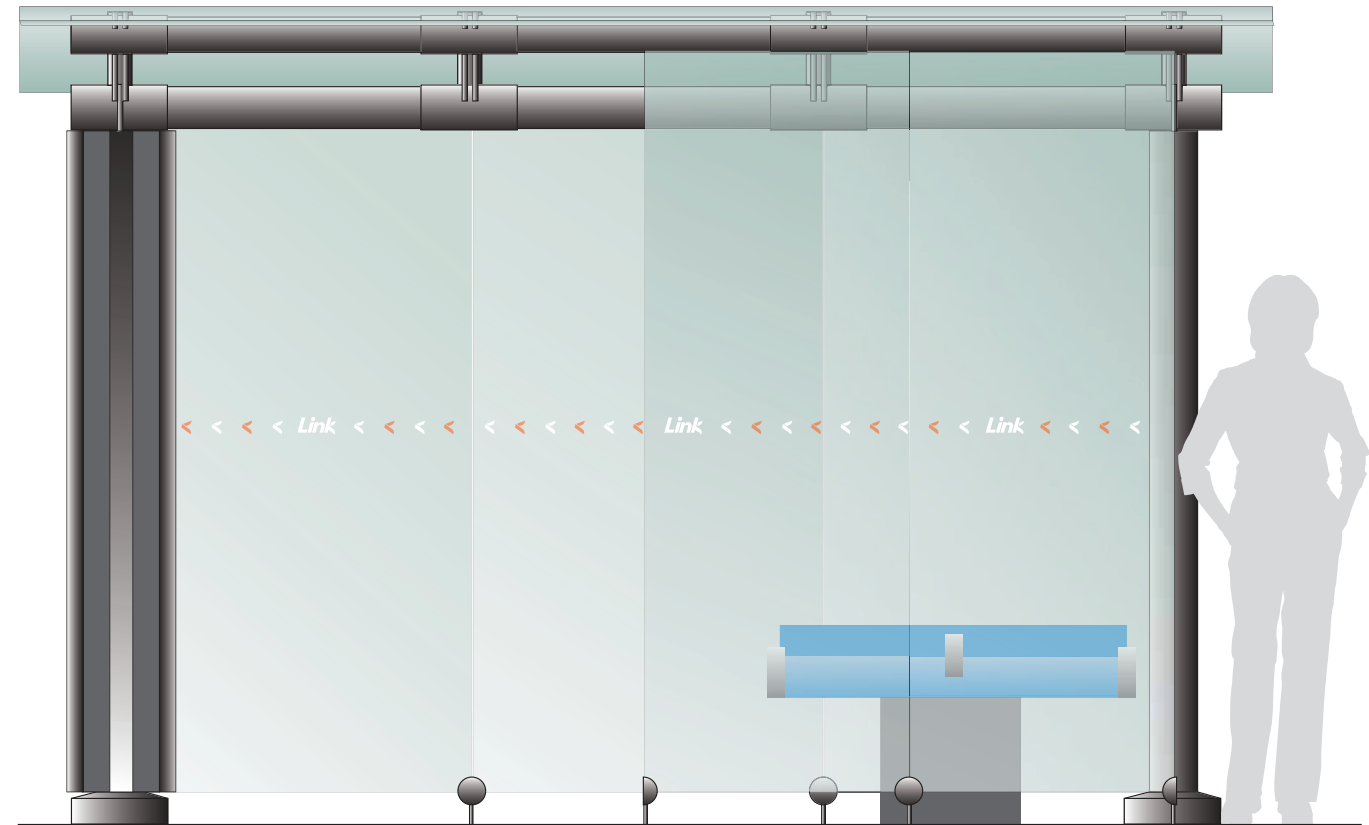
PATTERN



The results of the Pattern Associations activity highlighted that the most favorable and relevant patterns were those conveying movement, characterized by soft, curvilinear forms, speed, connectivity, and freedom. The repetition of these motifs, combined with rounded shapes, also conveyed concepts of organization and reliability, reflecting the essence of the new Link service, known for its dependability and predictability.

Each pattern iteration originates from the arm and leg of the "k," creating a versatile graphic suitable for various applications, including glass manifestations on bus shelters, advertisements, and bus wraps. The manipulation of scale, rotation, and spacing offers flexibility in its implementation.

VISUAL ELEMENTS | GLASS MANIFESTATION



BUS SHELTER ELEVATION
1:25
NOTE: BUS SHELTER FOR PLACEHOLDER PURPOSES ONLY.



DETAIL

APPLICATIONS | BUS SHELTER AD

APPLICATIONS | BUS SHELTER AD CONCEPT 1

Bus shelter ads are an excellent way to generate awareness of the new brand and service due to their ability to capture the attention of a captive audience. Positioned strategically along busy streets and transit routes, these ads are seen by commuters waiting for their rides, providing ample exposure to the brand's message. With passengers often spending several minutes at these shelters, the ads offer a unique opportunity to convey key brand elements and generate awareness among a targeted audience.

These bus ads are crafted to exude playfulness and vibrancy, aiming to evoke a feeling of excitement and arrival for passengers while offering a delightful contrast to the surrounding environment.

This concept employs layered forms not only to introduce texture but also to help anchor essential information such as the logo and taglines.

Future Application:
 Bus Shelter ads used for construction and brand launch. The content focus would be on what it is, equipment and technology installed.
 Saskatoon Transit and Link logos to be featured together to build understanding of their relationship.



BUS SHELTER ADS

TYPICAL BUS SHELTER
 1:25

APPLICATIONS | BUS SHELTER AD CONCEPT 1 MOCK UP



BUS SHELTER MOCKUP



APPLICATIONS | BUS SHELTER AD CONCEPT 2

The second concept uses the motif to dynamically crop photos and also provide a foundation for both the logo and taglines.

Future Application:
Bus shelter ads to focus on rider experience of Link.



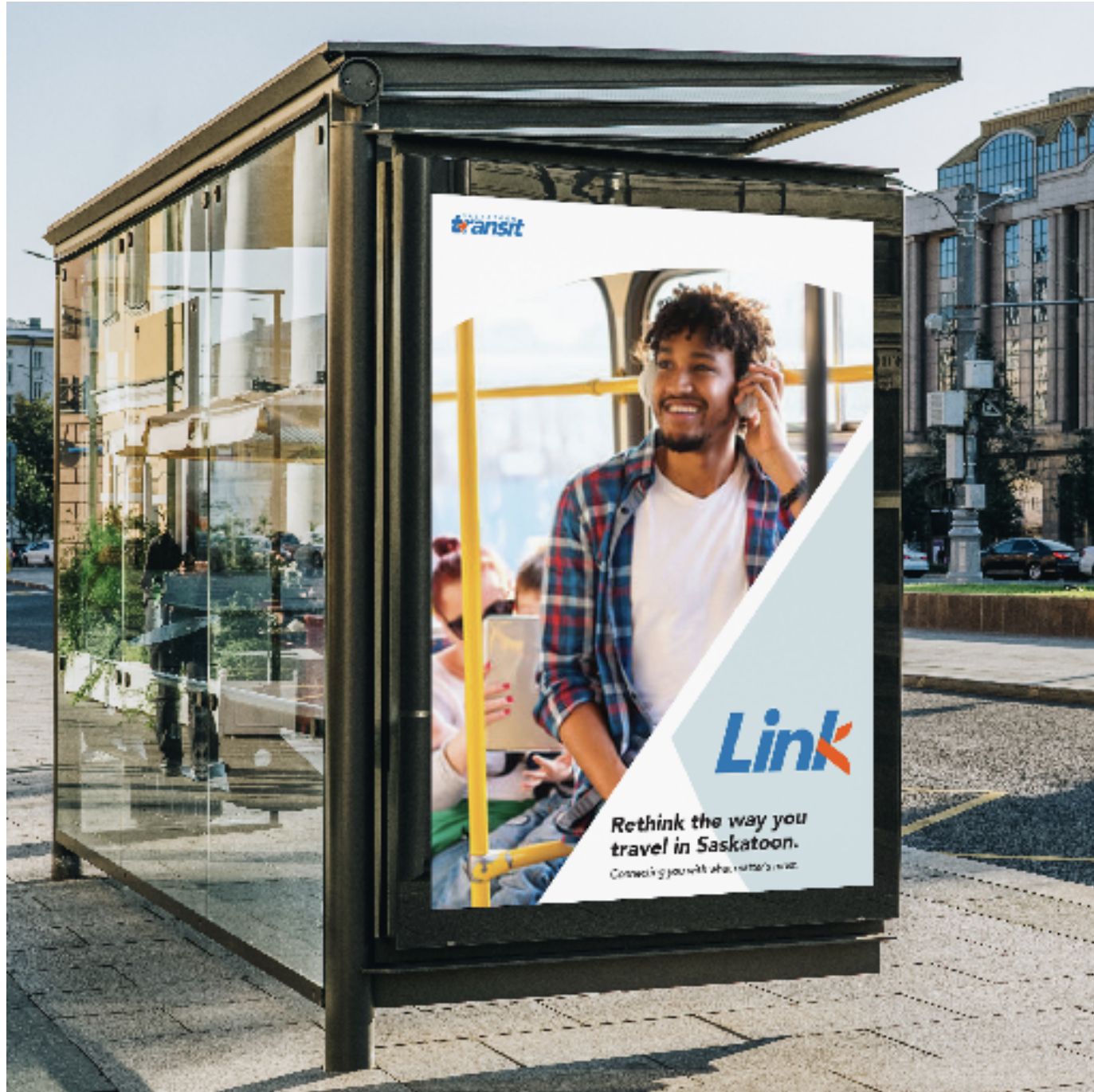
BUS SHELTER ADS



TYPICAL BUS SHELTER
1:25

BUS SHELTER FOR PLACEHOLDER PURPOSES ONLY

APPLICATIONS | BUS SHELTER AD CONCEPT 2 MOCK UP



BUS SHELTER MOCKUP



Walter, Penny

Subject: Form submission from: Write a Letter to Council

From: Web NoReply <web-noreply@Saskatoon.ca>

Sent: Monday, July 15, 2024 7:57 AM

To: City Council <City.Council@Saskatoon.ca>

Subject: Form submission from: Write a Letter to Council

--- Replies to this email will go to [REDACTED]

Submitted on Monday, July 15, 2024 - 07:48

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 15, 2024

To: His Worship the Mayor and Members of City Council

First Name: Kevin

Last Name: Thompson

Phone Number : [REDACTED]

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: Laurier Dr

Ward: Ward 2

What do you wish to do ?: Submit Comments

What meeting do you wish to speak/submit comments ? (if known):: The Governance and Priorities Committee will meet on Wednesday at 9:30 am.

What agenda item do you wish to comment on ?: Link

Comments:

Greetings,

I love the marketing; I would save it for something larger...like the entire city, or even province.

It is a strong word; with a diverse meaning.

Have a great day)))

Will you be submitting a video to be vetted prior to council meeting?: No

Walter, Penny

Subject: FW: Form submission from: Write a Letter to Council
Attachments: 2024 07 17 GPC BRT branding.pdf

From: Web NoReply <web-noreply@Saskatoon.ca>
Sent: Monday, July 15, 2024 4:47 PM
To: City Council <City.Council@Saskatoon.ca>
Subject: Form submission from: Write a Letter to Council

--- Replies to this email will go to [REDACTED] ---

Submitted on Monday, July 15, 2024 - 16:46

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 15, 2024

To: His Worship the Mayor and Members of City Council

First Name: Sherry

Last Name: Tarasoff

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: [REDACTED] peterson cres

Ward: Ward 4

What do you wish to do ?: Submit Comments

What meeting do you wish to speak/submit comments ? (if known):: GPC - July 17, 2024

What agenda item do you wish to comment on ?: 6.2.1 Bus Rapid Transit Branding, Wayfinding and Marketing Development

Comments:

Please find attached my comments and questions.

Thank you,
Sherry Tarasoff

Will you be submitting a video to be vetted prior to council meeting?: No

6.2.1 Bus Rapid Transit Branding, Wayfinding and Marketing Development

In the spirit of transparency, this report should indicate that the contract awarded cost for this system identity process was **\$295,000**.

 City of Saskatoon Supply Chain Management	Purchasing Services 222 Cardinal Crescent Saskatoon SK S7L 6H8	www.saskatoon.ca Tel: 306.975.2600 purchasingadmin@saskatoon.ca
<u>Bid Summary – Open Competition</u>		
RFP 21-0209		
Professional Services - BRT Brand Development Assignment		
Successful Bidder:		
Entro Communications Inc. Vancouver, BC		
Contract Award: \$295,000.00 Excluding Taxes		

The report indicated that “Administration worked with Entro to develop a pathway to the brand development for the new BRT project.” **How much time has Administration provided to this process and at what cost?**

The report indicates “Full implementation of the brand may require further financial resources; however, the details of implementation are still being developed and full scoping is underway. Any additional funding requirements will be brought forward to City Council for consideration prior to implementation.” **Is there any idea how much more this system identity process is expected to cost?**

And finally, the report indicates “Entro was commissioned to conduct a comprehensive audit of Saskatoon Transit’s existing signage system.” **What was the cost for this commission?**

Operation of Remotely Piloted Aircrafts in Saskatoon – Changes to Process for Permission - Commercial Operators

ISSUE

The City of Saskatoon (City) currently has a Bylaw regulating the use of drones, within Saskatoon city limits, and an approved process for receiving applications and granting permission to fly a remotely piloted aircraft, in Saskatoon, over public property. There has been a request to streamline the review and approval process for Commercial Operators, with an Advanced Drone Pilot Certificate.

RECOMMENDATION

That Governance and Priorities Committee recommend to City Council that the request by Administration to modify the process for permission, for Commercial Operators only, to operate remotely piloted aircraft in Saskatoon, as outlined in this report, be approved.

BACKGROUND

A May 7, 2018 report entitled, [Operation of Unmanned Aerial Vehicles and Model Aircraft within Saskatoon City Limits](#), was considered by City Council on May 28, 2018. The recommendations accepted included that the process of permission, as outlined in the report, be approved. The process described in the 2018 report is the one currently in place, and the report included a sample of the application form which is in use today. The process requires an application for every flight and Administration confirms the operator's status and vets the application through the various City departments to confirm there are no conflicts. The 2018 report also requested Solicitor's Office prepare the Bylaw that would prohibit drones from operating except as permitted.

A report entitled, [Operation of Remotely Piloted Aircraft within Saskatoon City Limits - Proposed Bylaws](#), was considered by City Council on January 27, 2020. This report amended Bylaws No. 7767, The Recreation Facilities and Parks Usage Bylaw, 1998 and Bylaw No. 5729, Municipal Property Amendment Bylaw, 2020 to address the necessary drone regulations requested in 2018 report. Initially the Bylaw No. 7767 was to limit the use of drone and model aircraft in parks, the new Bylaw provisions in Bylaw No. 5729 was to restrict the use of drones and model aircraft from all public places owned, controlled or occupied by the City. In brief, Bylaw 5729 states:

“2.1 No person shall fly a remotely piloted aircraft in, on or above property owned by the city, or leased by the city, or under the jurisdiction and control of the city, except as permitted by the city.”

Transport Canada regulates and provides restrictions to safely and legally fly drones and model aircraft. The City Bylaw helps regulate where and how drones can be operated in Saskatoon. To help protect the privacy and safety of the residents of

Saskatoon, the City developed an online formal application process for granting permission to fly drones within Saskatoon.

DISCUSSION/ANALYSIS

Current Process for Drone Flight Permission

The process for receiving, reviewing and approving drone flight requests, for flights over public property in Saskatoon has been in place since 2018. Over the past five years there have been numerous drone flight request and the vast majority of requests are from companies and/or media outlets undertaking the drone flight for business related purposes.

With the currently approved process, with each new drone flight request, the applicant is required to submit: a copy of their pilot certificate issued by Transport Canada; certificate of registration for the remotely piloted aircraft system; a copy of their insurance certificate; and the details of the planned flight path. Currently this information is requested to be submitted with two weeks advanced notice of the flight date and time and is required for all drone flight requests.

For the frequent drone fliers, which are all currently Commercial Drone Pilots, this process is repetitive, somewhat onerous for the operators and time consuming for both the applicants and Administration. The two-week advanced notice for approval creates limitations for responses to business requests and/or emerging news stories. Weather also significantly impacts pilots' ability to launch their drones, often requiring them to reapply for City permission, which can result in lost revenue and missed broadcast opportunities.

Proposed Commercial Drone Permit Process

Administration recently met with a group representing the Commercial Drone operators, with the most frequent flight requests, to review a proposal from them regarding a more streamlined approach. The letter in Appendix 1 outlines their proposal.

To address challenges noted above, the proposal is to establish a streamlined Commercial Drone Permit Program, applicable for Commercial Drone operators only, with an Advanced Drone Pilot Certificate, issued by Transport Canada. This proposed program aims to simplify the application process, maintain compliance with Federal Regulations and the City Bylaw and foster a more positive and efficient use of drone technology within Saskatoon. For all non-commercial drone flight requests, the existing application and approval process would remain the same.

The Commercial Drone Permit Program will require a one-time application that includes the following documents:

1. Advanced Drone Pilot Certificate, issued by Transport Canada;
2. Drone Certificate of Registration, issued by Transport Canada;
3. Drone Insurance Policy; and
4. Additional Insured City of Saskatoon Endorsement.

Upon approval, Commercial pilots, with an Advanced Drone Pilot Certificate, will be granted a permit allowing them to fly drones at any time, provided they adhere to Transport Canada laws and regulations (*Canadian Aviation Regulations*) and the other Saskatoon specific operational guidelines below which will be further detailed in the Administrative Standard Operating Procedure.

Operational Guidelines

1. Flight Path Notification:

Pilots in all cases are first required to get approval from NAVCAN for their flight path details. Except for news coverage, Pilots must email the City their flight path at least two hours in advance of flying and will include a copy of any approval received from NAVCAN. In the case of news coverage event for a breaking story, the operator will email the City their flight details no less than 24 hours after the event.

2. Restricted Areas:

Pilots are prohibited from flying over events, construction sites or other City identified no fly zones. Violation of any drone regulation set forth by Transport Canada will result in the revocation of the permit to operate within the City of Saskatoon's jurisdiction.

3. Annual Permit Application:

The program itself will be a onetime formal application for permit under this program. On an annual basis, the City will collect updated documentation from Commercial Pilots to maintain their permit status.

Administration will also undertake to develop a formalized Standard Operating Procedure for all Drone Flight applications and approvals and if approved, will now include the specific administrative details related to the proposed Commercial Drone Permit Process described in this report.

FINANCIAL IMPLICATIONS

There are no direct financial implications of the recommendations in this report. There is, however; an opportunity to save staff time in the process of reviewing multiple individual drone flight requests from the same Commercial Operator. In the proposal from the stakeholders, there was a suggestion for potentially establishing an annual permit fee for the eligible Commercial Operators. At this time, Administration is not recommending an annual permit fee, as we too recognize the benefits of reduced administrative workload with this new proposed approach. As the program rolls out, Administration will continue working with the group and will monitor the potential need to establish a new fee and will report further if there is a recommendation to establish a new permit fee.

OTHER IMPLICATIONS

There are no other privacy, legal, social or environmental implications identified.

NEXT STEPS

Should Committee and ultimately City Council approve the plan to update the process for permission for Commercial Drone Pilot operators of the remotely piloted aircrafts, Administration would then work with the stakeholders to finalize the planned approach, complete the Administrative Standard Operating procedure for Drone flight permissions, and aim to target this new process by later this fall.

Administration will also update the information on the City’s website.

APPENDICES

1. Letter – Commercial Drone Permit Process Proposal

REPORT APPROVAL

Written by: Lynne Lacroix, General Manager Community Services
Reviewed by: Mark Rogstad, Media Relations Manager, Communications and Public Engagement
Blair Bleakney, Deputy City Solicitor, City Solicitor’s Office
Approved by: Lynne Lacroix, General Manager, Community Services

SP/2024/GM/GPC/Operation of Remotely Piloted Aircrafts in Saskatoon – Changes to Process for Permission - Commercial Operators/jdw

Letter - Commercial Drone Permit Process Proposal

Proposal for Streamlining the Commercial Drone Application Process: Introduction of a Commercial Drone Permit Program

In recent years, the use of drones has expanded rapidly, providing significant benefits across various sectors including photo and video, agriculture, public safety and broadcast news. However, the current application process for obtaining permission to fly drones in the city can be cumbersome and time-consuming, hindering efficiency and innovation. Weather significantly impacts pilots' ability to launch their drones, often requiring them to reapply for city permission, which can result in lost revenue and missed broadcast opportunities.

To address these challenges, we propose the establishment of a streamlined Commercial Drone Permit Program. This program aims to simplify the application process, maintain compliance, and foster a more positive and efficient use of drone technology within the city.

Proposal Overview

The Commercial Drone Permit Program will require a one-time application that includes the following documents:

1. Drone Pilot Certificate
2. Drone Certificate of Registration
3. Drone Insurance Policy
4. Additional Insured City of Saskatoon Endorsement

Upon approval, pilots will be granted a permit allowing them to fly drones at any time, provided they adhere to Transport Canada laws and regulations and the other Saskatoon specific operational guidelines below.

Operational Guidelines

1. **Flight Path Notification:** Pilots must email the city their flight path at least two hours in advance of flying.
2. **Restricted Areas:** Pilots are prohibited from flying over events and construction sites. Violation of any drone regulation set forth by Transport Canada will result in the revocation of the permit to operate within the City of Saskatoon's jurisdiction.
3. **Annual Permit Fee:** The city will collect a yearly permit fee and updated documentation from individuals and companies to maintain their permit status.

Advantages for Commercial Drone Pilots

1. **Increased Revenue Opportunities:** Pilots can take on more clients without the concern of long approval wait times, allowing for better business continuity.
2. **Weather Flexibility:** If weather conditions are unfavourable for a planned drone flight, pilots will have the flexibility to reschedule quickly, ensuring no lost revenue or broadcast coverage.
3. **Simplified Documentation Process:** Pilots are freed from the repetitive task of resubmitting documentation for each flight request and the lengthy wait of up to two weeks for application approval.
4. **Quick Access to Airspace for News Coverage:** Pilots will have the ability to quickly access airspace to document breaking news stories, providing timely and valuable coverage to Saskatoon citizens from media outlets.

Benefits for the City

1. **Reduced Administrative Workload:** The streamlined process will significantly reduce the paperwork and meetings required for granting flight permissions.
2. **Simplified Monitoring:** A centralized permit system will streamline tracking compliance with city regulations.
3. **Revenue Generation:** The annual permit fees will provide a new source of revenue for the city.

Implementation Plan

1. **Development Phase:** Collaborate with relevant stakeholders to design the application portal and establish the administrative framework.
2. **Pilot Testing:** Launch a pilot program to test the system, gather feedback, and make necessary adjustments.
3. **Full Rollout:** Implement the Drone Permit Program citywide, accompanied by a public awareness campaign to inform drone operators about the new system.

Conclusion

The Drone Permit Program presents a viable solution to modernize the application process for drone operations within the city, without changing the current by-law. By streamlining the application process, both drone pilots and the city will experience significant benefits, including increased efficiency, reduced administrative burden, and simplified monitoring. We believe this program will foster a more innovative and responsive environment for drone usage, contributing to the city's growth and technological advancement.

We look forward to advancing discussion on this proposal and working together to bring this vision to fruition.

Contact Information

Derek Watson

Advanced Drone Pilot/Editor - Sik Pics Productions
watty@sikpics.ca

Trevor Bothorel

Advanced Drone Pilot - CBC Saskatoon
trevor.bothorel@cbc.ca

Don Somers

Advanced Drone Pilot - CBC Saskatoon
don.somers@cbc.ca

Trevor Thoms

Advanced Drone Pilot - Epic Jib Aerial Media
t.thoms@shaw.ca

Thank you for considering this proposal. We will touch base in two weeks to inquire about the status. Should you have any additional questions or concerns, please feel free to reach out to us at any time.

Walter, Penny

Subject: FW: Email - Request to Speak - Trevor Bothorel - Change to Drone Permission within the City Bylaw - CK 370-1

From: Web NoReply <web-noreply@Saskatoon.ca>

Sent: Sunday, July 7, 2024 5:05 PM

To: City Council <City.Council@Saskatoon.ca>

Subject: Email - Request to Speak - Trevor Bothorel - Change to Drone Permission within the City Bylaw - CK 370-1

--- Replies to this email will go to [REDACTED] ---

Submitted on Sunday, July 7, 2024 - 16:49

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Sunday, July 07, 2024

To: His Worship the Mayor and Members of City Council

First Name: Trevor

Last Name: Bothorel

Phonetic spelling of first and/or last name: Both-tho-rell

Phone Number : [REDACTED]

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: [REDACTED] Whitewood Cres

Ward: Ward 9

Name of the organization or agency you are representing (if applicable): CBC/ Radio-Canada

What do you wish to do ?: Request to Speak

If speaking will you be attending in person or remotely: In person

What meeting do you wish to speak/submit comments ? (if known):: July 17 Governance and Priorities Committee

What agenda item do you wish to comment on ?: Change to drone permission within the city bylaw

Comments:

Good morning/afternoon. We come before you with this proposal to streamline the drone permission process through the City of Saskatoon, within the bylaw, for commercial drone operators. We joined up with two drone pilots from two private production companies in Saskatoon, to work with Lynne Lacroix and her team on what you see in front of you. There are already comprehensive drone regulations that exist within the Canadian Aviation Regulations, to which we are already accountable thru our employers to follow. CBC/Radio-Canada is in favour of this proposal, and welcome any questions you may have on it, and how we operate drones in a safe manner, that goes beyond the minimum national safety standard.

Will you be submitting a video to be vetted prior to council meeting?: No

Walter, Penny

Subject: FW: Email - Available to answer questions only - Paul Dornstauder - CBC Radio Canada - Change to Drone Permission within the City Bylaw - CK 370-1

From: Web NoReply <web-noreply@Saskatoon.ca>

Sent: Monday, July 8, 2024 10:52 AM

To: City Council <City.Council@Saskatoon.ca>

Subject: Email - Available to answer questions only - Paul Dornstauder - CBC Radio Canada - Change to Drone Permission within the City Bylaw - CK 370-1

--- Replies to this email will go to [REDACTED]

Submitted on Monday, July 8, 2024 - 10:51

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 08, 2024

To: His Worship the Mayor and Members of City Council

Pronouns: He/him/his

First Name: Paul

Last Name: Dornstauder

Phonetic spelling of first and/or last name: DORN' stowder (rhymes wiht chowder)

Phone Number : [REDACTED]

I live outside of Saskatoon: Yes

Address: [REDACTED] Westfield Dr.

Neighbourhood: [Airport Management Area](#)

City: Regina

Province: Saskatchewan

Postal Code: [REDACTED]

Name of the organization or agency you are representing (if applicable): Canadian Broadcasting Corporation

What do you wish to do ?: Available to answer questions only

If speaking will you be attending in person or remotely: In person

What meeting do you wish to speak/submit comments ? (if known):: governance and priorities committee meeting

What agenda item do you wish to comment on ?: Drone Policy

Comments:

Will attend with my CBC colleague Trevor Bothorel to discuss the drone proposal. Please note - I live in Regina, but this form requires I choose a Saskatoon neighbourhood - so I selected one at random.

Will you be submitting a video to be vetted prior to council meeting?: No

Walter, Penny

Subject: FW: Email - Available to answer questions only - Dustin Milligan - CBC Radio Canada - Change to Drone Permission within the City Bylaw - CK 370-1

From: Web NoReply <web-noreply@Saskatoon.ca>

Sent: Monday, July 8, 2024 11:14 AM

To: City Council <City.Council@Saskatoon.ca>

Subject: Email - Available to answer questions only - Dustin Milligan - CBC Radio Canada - Change to Drone Permission within the City Bylaw - CK 370-1

--- Replies to this email will go to [REDACTED]

Submitted on Monday, July 8, 2024 - 11:13

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 08, 2024

To: His Worship the Mayor and Members of City Council

First Name: Dustin

Last Name: Milligan

Phone Number : [REDACTED]

Email: [REDACTED]

I live outside of Saskatoon: Yes

Address: [REDACTED] Wellington St. West

Neighbourhood: [Central Business District](#)

City: Toronto

Province: Ontario

Postal Code: [REDACTED]

Name of the organization or agency you are representing (if applicable): CBC/ Radio-Canada

What do you wish to do ?: Available to answer questions only

If speaking will you be attending in person or remotely: Remotely

What meeting do you wish to speak/submit comments ? (if known):: July 17 Governance and Priorities Committee

What agenda item do you wish to comment on ?: Change to drone permission within the city bylaw

Comments:

Good morning/afternoon. We come before you with this proposal to streamline the drone permission process through the City of Saskatoon, within the bylaw, for commercial drone operators. We joined up with two drone pilots from two private production companies in Saskatoon, to work with Lynne Lacroix and her team on what you see in front of you. There are already comprehensive drone regulations that exist within the Canadian Aviation Regulations, to which we are already accountable thru our employers to follow. CBC/Radio-Canada is in favour of this proposal, and welcome any questions you may have on it, and how we operate drones in a safe manner, that goes beyond the minimum national safety standard.

Will you be submitting a video to be vetted prior to council meeting?: No

Bus Rapid Transit – Project Update July 2024

ISSUE

Project funding totalling \$250 million for all elements of the Bus Rapid Transit (BRT) project applied for through the Investing in Canada's Infrastructure Program (ICIP) has been approved as of June 28, 2024, with a total of \$183,325,000 contributed by other orders of government. The project can now proceed to the detailed design, procurement, and construction phases. This report provides information on the current project status, planned construction schedule and expected service launch date.

BACKGROUND

In April 2016, City Council approved "[The Growth Plan to Half a Million](#)" (Growth Plan). The Growth Plan charts a course for long-term growth and revitalization that balances and promotes quality of life, sustainability, and economic development.

A key element of the Growth Plan is rethinking the way in which the City of Saskatoon (City) provides transportation options to existing and future residents. As Saskatoon grows to 500,000 people, it will require a variety of transportation options to provide the safe and efficient movement of people and goods throughout the city. Given this objective, the Growth Plan includes a specific Transit Plan that aims to redefine public transit in Saskatoon. The Transit Plan focuses on building a BRT system and identifies changes needed to the current system to support high-frequency, direct service along the major corridors.

In November 2017, City Council approved a report entitled "[Bus Rapid Transit Preferred Configuration](#)" for the BRT system. The preferred configuration included "runningways" or dedicated lanes along select short road sections.

At its meeting held on June 20, 2018, the Governance and Priorities Committee received public comments on the proposed BRT configuration in the report entitled "[BRT-AAA Next Steps and Implementation](#)."

During its October 15, 2018 meeting, the Governance and Priorities Committee received a report entitled "[Transit Plan and Downtown All Ages and Abilities Cycling Network Update – Response to Plan for Growth Summit](#)."

During its April 29, 2019 meeting, City Council endorsed the "[Bus Rapid Transit Route Network and Configuration](#)," which identified the BRT routes and BRT station locations.

In August 2020, City Council approved the "[Bus Rapid Transit Pilot Station Budget Adjustment](#)" for the construction of a BRT pilot station.

During its September 7, 2021 meeting, the Standing Policy Committee on Transportation received a report from the Administration entitled "[Bus Rapid Transit Timeline Extension](#)" to re-schedule the BRT system launch to June 2026.

City Council, at its Regular Business Meeting held on September 26, 2022, received the report entitled "[Investing in Canada Infrastructure Program Application Intake](#)" and resolved that the Administration be directed to submit proposed projects to the Investing in Canada Infrastructure Program (ICIP) for the BRT and East Leisure Centre Projects.

CURRENT STATUS

As of June 28, 2024, ICIP funding has been approved for all elements of the BRT project, including the Red, Blue and Green BRT lines, Intelligent Transportation Systems and Transit Signal Priority, Supporting Transportation Infrastructure, and Fleet Renewal. Appendix 1 includes a plan illustrating the approved Red, Green, and Blue lines routes and BRT stations locations.

A total of \$2,768,000 of base annual funding has been built in previous years. Future phase-ins of \$510,000 in 2025, \$545,000 in 2026 and \$637,000 in 2027 are required to fully finance the City's portion funding plan, and the preliminary 2025 budget does include that year's required phase-in. The Administration will include the 2026 and 2027 phase-ins in those years respectively.

CIMA+, an engineering consulting firm, has been retained to complete detailed designs and assist in the tendering and management of construction contracts.

Construction of the BRT pilot station and associated engagement with external and internal stakeholders has been completed. Performance of the BRT pilot station components and materials have been tracked and assessed. The information collected is being incorporated into the requirements for the procurement of the BRT station above-ground components (shelter, lighting, information display boards, etc.).

Testing of transit signal priority (TSP) systems has been underway since January 2024 at a series of intersections on the BRT lines. Results from this testing will help to inform the procurement, implementation and operations of TSP along the BRT routes.

Functional design of the College Drive dedicated transit lanes and corridor has been completed and functional design of the dedicated transit lanes and corridor on 1st Avenue is nearing completion. A road safety audit of the College Drive functional design is underway. Detailed design work is scheduled to be completed for both College Drive and 1st Avenue in 2025.

Consultations have taken place with the University of Saskatchewan in the development of the functional designs for College Drive and will continue in the detailed design phase. Consultations will also take place with the Downtown BID and downtown businesses in the design of the corridor on 1st Avenue.

Transit system planning and redesign has progressed through five iterations from 2017 to 2020. The transit system planning and design work will be re-initiated in 2025. As the transit system planning and design work progresses, Administration will bring

forward a report on the operational financial impacts for consideration in the 2026-2027 Multi-Year Business Planning and Budget process.

Construction is anticipated to begin in summer 2024 with work to take place at 14 BRT stations in the 2024 construction season. The work includes concrete platform construction, concrete bus stopping pads in the lane adjacent to the platform, installation of utility conduit under the platform, and construction of short sections of concrete sidewalk at some locations. Locations and details of the planned work in the 2024 construction season is included in Appendix 2.

Construction of the BRT stations concrete platform construction, concrete bus stopping pads in the lane adjacent to the platform, installation of utility conduit under the platform, and construction of short sections of concrete sidewalk at some locations will continue with 30 stations in 2025, 30 stations in 2026 and 14 stations in 2027. The above-ground components (shelter, lighting, information display boards, etc.) of the stations will be constructed starting in 2026 and continue until the spring of 2028.

Design of the fiber optic cable network will begin in 2024, installation of fiber optic cables are scheduled to begin in 2026.

Engagement activities on streetscaping design elements, public art components, placement of the above-ground components at specific locations where the typical placements may conflict with adjacent uses and some routes in the transit system redesign are anticipated to take place from 2024 until the BRT service begins.

ICIP funding of \$60 million was announced in November 2023 for fleet renewal to support the BRT system. Contract execution is in the final stages for the initial purchase of 20 diesel buses (10 – 40-foot and 10 – 60-foot buses) under the ICIP program totalling \$23.8 million with anticipated delivery dates starting in June 2025.

The remaining \$36.2 million in ICIP Fleet Renewal funding is currently approved for the purchase of 10 – 60-foot buses and 25 – 40-foot zero emissions buses. With the inflationary increases seen in bus purchases since the ICIP funding application was submitted and need for charging infrastructure at Civic Operations Centre to support the zero emissions buses, the \$36.2 million of remaining budget will not be sufficient to purchase all of the buses approved in the ICIP Fleet Renewal element. Along with an upcoming report to the Standing Policy Committee on Transportation (SPCT) on the Saskatoon Transit Zero Emissions Transition Plan, the Administration will also be providing a recommendation on the type (diesel and/or zero emissions) and number of buses to be purchased with the remaining \$36.2 million approved under the ICIP Fleet Renewal element of the BRT project. Any changes to the current approved bus purchase plan approved by Committee and Council under ICIP will also require subsequent approval from ICIP.

With funding through the planning stream of the Zero Emissions Transit Fund (ZETF), the Canadian Urban Transit Research and Innovation Consortium (CUTRIC) is in the

final stages of completing the Saskatoon Transit Zero Emissions Transition Plan report. This planning project is 80% funded by the Government of Canada and 20% by the City. This study consisted of five phases and includes the following:

1. Phase 1 – Requirement gathering related to asset cycles, retirement plans and fleet mix requirements as well as existing site assessment.
2. Phase 2 – Advanced feasibility and optimization study including charger optimization, schedule analysis, electrical system capacity and facility modification assessment.
3. Phase 3 – Fleet development concept including total cost of ownership of assets, maintenance needs and assessments, facility modification needs assessment, optimal charging schedule assessment and real estate considerations around installing on route chargers.
4. Phase 4 – Fleet concept, benefits and risk evaluation. Included analysis of community benefits, economic cost savings, environmental analysis and service delivery.
5. Phase 5 – Implementation plan and recommendations.

The report is anticipated to be completed in the summer of 2024. When the report is completed, the Administration will report to the SPCT on the findings, conclusions and recommendations in the report.

The City has submitted an application to the ZETF under the capital stream for funding to purchase battery electric buses and supporting charging infrastructure at the Civic Operations Centre. If approved, the Government of Canada would provide 50% of the funding and the City would contribute 50% of the funding. Delivery dates of the battery electric buses is anticipated to be 18 to 24 months after the contract is executed, with another three months required for procurement. City portion of costs is included under the Major Capital Prioritization Funding Plan.

DISCUSSION/ANALYSIS

Following the funding announcement on June 28, 2024, updates to the project schedule were completed, including allowance for:

- projections of when the required bus fleet to operate the new transit service are anticipated to be delivered and in service;
- completion of the transit system planning and design work;
- updates to designs to address changes within the community that have taken place since the designs were originally produced; and
- the required length of construction periods due to limitations on the number of locations where construction can take place in any given construction season. Construction timing and locations must be sequenced properly to minimize impacts on businesses, traffic and transit services, and best leverage available contracting capacity.

As a result, the Administration is planning for the system to launch in 2028. This launch date is necessary to complete construction of the BRT system infrastructure, complete

the transit system planning and design, and receive delivery of the required buses to operate the new Transit service. A launch date and completion of the BRT project in 2028 will still be within the funding timelines under ICIP.

As the project proceeds and costs are better known as contracts are executed and construction progresses for the various elements of the project, scope adjustments may be required on elements of the Supporting Transportation Infrastructure component (planned work on feeder routes to the BRT lines) to stay within approved project budgets, or additional funding requests may be submitted to meet the original project scope. The regular reporting by Administration to City Council as the project progresses will address any scope adjustments that may be required to stay within the approved budget, or budget increase requests to maintain the original scope.

IMPLICATIONS

There are no financial, communications, policy, privacy, or CPTED implications or considerations at this time. These will be considered in other future reports as required.

NEXT STEPS

The Administration is proceeding in July 2024 with tendering contracts for locations planned for construction in 2024. Regular construction communications updates to businesses, transit riders, stakeholders and the community on the BRT project will be ongoing. Engagement activities will continue through the construction period.

Administration will provide regular reporting to City Council on the BRT project status including work completed to date and the schedule for remaining work to complete the project.

APPENDICES

1. Approved BRT Routes and Station Locations Map April 2019
2. 2024 Planned Construction

Report Approval

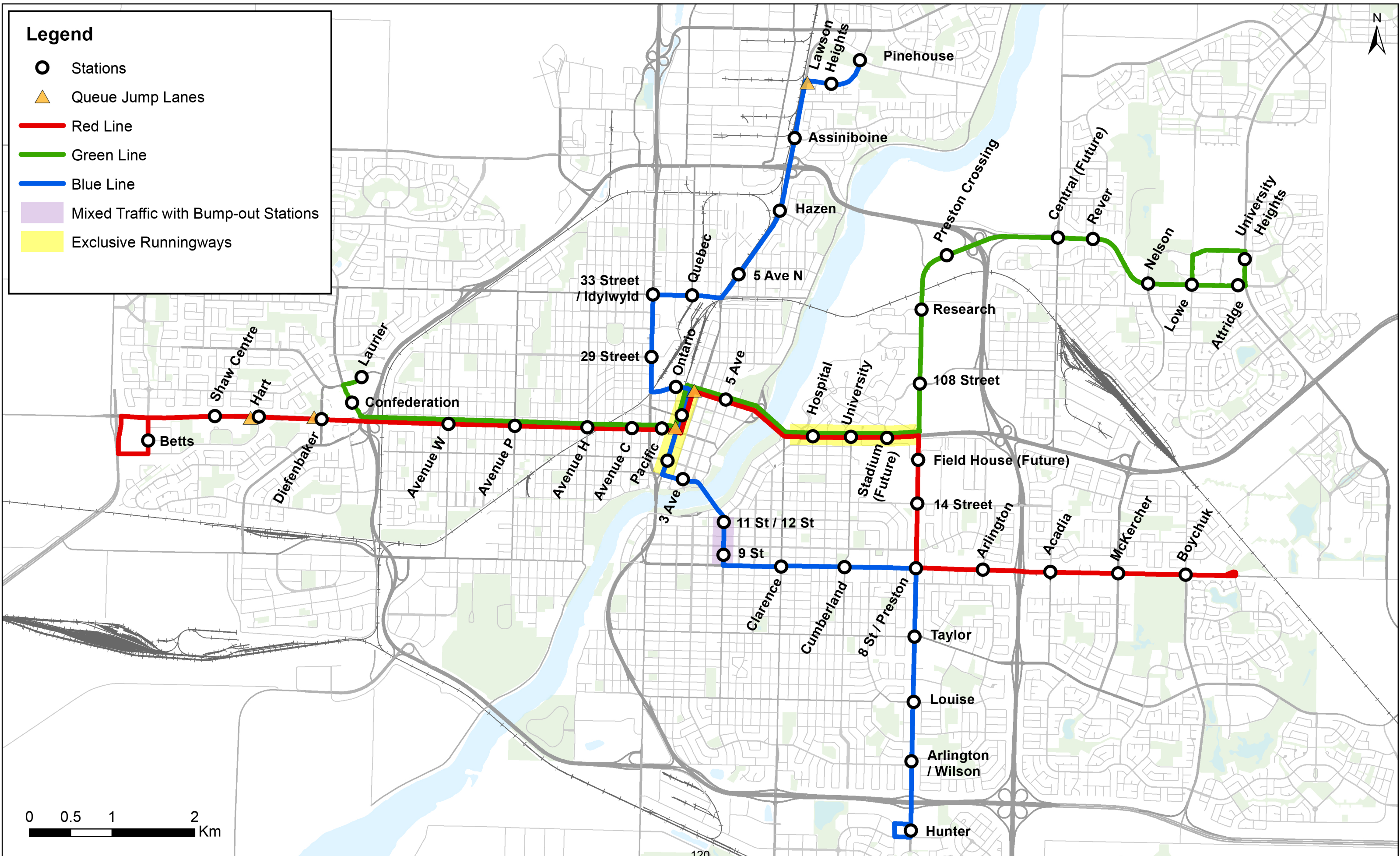
Written by: Rob Dudiak, Special Projects Manager

Reviewed by: Dan Willems, Director of Technical Services
Michael Moellenbeck, Director of Saskatoon Transit

Approved by: Terry Schmidt, General Manager, Transportation and Construction

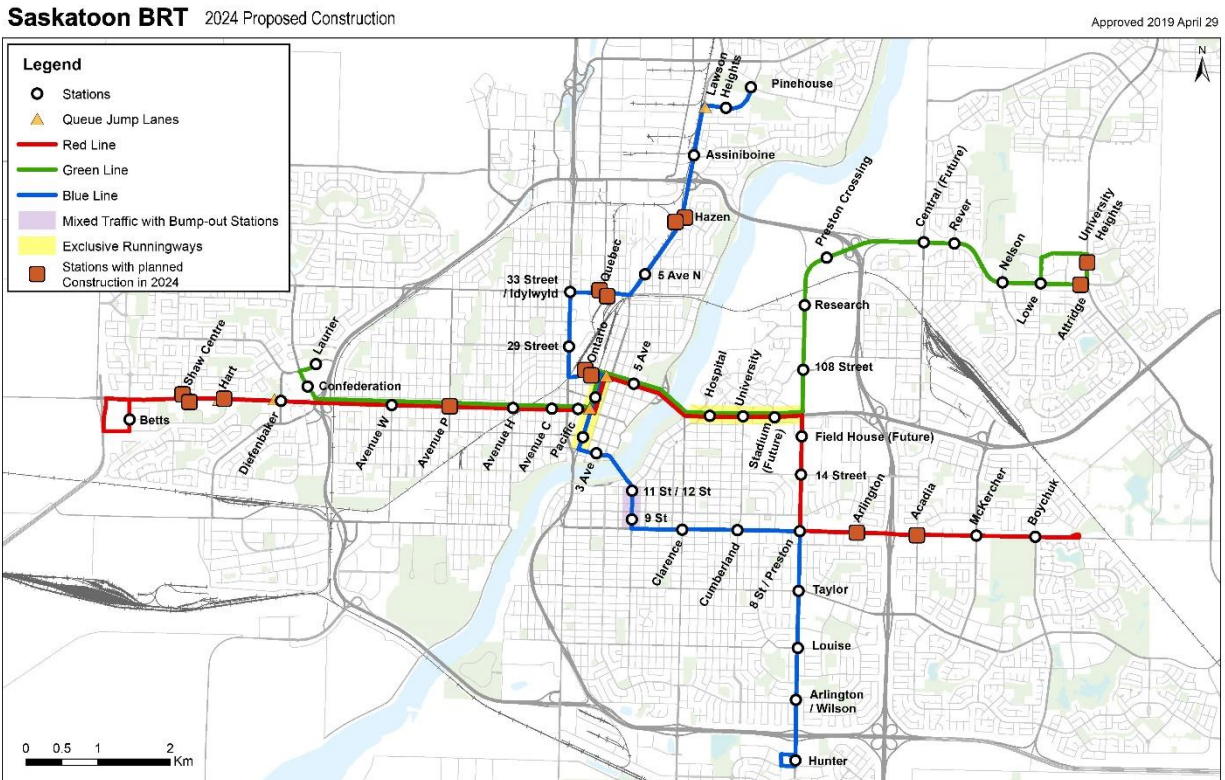
Legend

- Stations
- ▲ Queue Jump Lanes
- Red Line
- Green Line
- Blue Line
- Mixed Traffic with Bump-out Stations
- Exclusive Runningways



2024 Planned Construction

With the Investing in Canada Infrastructure Program (ICIP) funding announcement for the final elements of the BRT project (Red and Blue line) on June 28, 2024, the Administration is proceeding with tendering three contracts in July 2024 for construction of components of 14 BRT stations in the 2024 construction season. The 14 planned locations are shown on the following map:



The earliest possible start date for construction is the week of August 19, 2024, with completion in November 2024.

The work undertaken in 2024 will consist of concrete platform construction, concrete bus stopping pads in the lane adjacent to the platform, installation of utility conduit under the platform, and construction of short sections of concrete sidewalk at some locations.

Construction of the BRT stations' concrete platforms and stopping pads will continue with plans for 30 stations in 2025, 30 stations in 2026, and 14 stations in 2027. The above-ground components (shelter, lighting, information display boards, etc.) of the stations will be constructed starting in 2026 and continue until the spring of 2028. Design of the fiber optic cable network will begin in 2024; installation of fiber optic cables is scheduled to begin in 2026.

Walter, Penny

Subject: FW: Form submission from: Write a Letter to Council
Attachments: 2024 07 17 GPC BRT update.pdf

From: Web NoReply <web-noreply@Saskatoon.ca>
Sent: Monday, July 15, 2024 4:54 PM
To: City Council <City.Council@Saskatoon.ca>
Subject: Form submission from: Write a Letter to Council

--- Replies to this email will go to [REDACTED] ---

Submitted on Monday, July 15, 2024 - 16:53

Submitted by user: [REDACTED]

Submitted values are:

I have read and understand the above statements.: Yes

I do not want my comments placed on a public agenda. They will be shared with members of Council through their online repository.: No

I only want my comments shared with the Mayor or my Ward Councillor.: No

Date: Monday, July 15, 2024

To: His Worship the Mayor and Members of City Council

First Name: Sherry

Last Name: Tarasoff

Email: [REDACTED]

I live outside of Saskatoon: No

Saskatoon Address and Ward:

Address: [REDACTED] Peterson Cres

Ward: Ward 4

What do you wish to do ?: Submit Comments

What meeting do you wish to speak/submit comments ? (if known):: GPC - July 17, 2024

What agenda item do you wish to comment on ?: 6.3.1 Bus Rapid Transit – Project Update July 2024

Comments:

Please find my comments and questions attached.

Thank you,
Sherry Tarasoff

Will you be submitting a video to be vetted prior to council meeting?: No

6.3.1 Bus Rapid Transit – Project Update July 2024

This update should reflect the total reported cost of the BRT of \$259 million, as shared in the 2024/2025 Business Plan and Budget Funding Plans Update document.

Bus Rapid Transit Funding Plan

The BRT Plan includes Transit bus purchases, Intelligent Transportation Systems, sidewalks, bus pads, park and ride, and station and stop upgrades, which are all related to the implementation of the BRT. It is expected that future funding will be received through the Investing in Canada Infrastructure Plan (ICIP) from the federal and provincial governments and this plan will not have sufficient funding without the ICIP funding. Also included in this Plan is \$9.00M for costs that will not be eligible for government funding, such as work completed through internal workforce. Appendix 3 provides a summary of the project and funding sources.

<https://pub-saskatoon.escribemeetings.com/filestream.ashx?DocumentId=212367>

Appendix 3

Bus Rapid Transit Funding Plan – Costs and Funding Sources Summary

Project	Est Cost (in millions) (2020 -2025)	Notes
▲ Transit Implementation Plan	\$ 198.80	\$0.50M in 2022 and \$36.25M in 2023; \$156.85M for 2024 thru 2026
▲ Transit Replacement	\$ 60.20	\$10.00M in 2022 and \$10.00 in 2023; \$37.13 for 2024 thru 2026
Total Project Costs	\$ 259.00	
Funding Source	Amount (in millions) (2020-2025)	Notes
Investing in Canada Infrastructure Funding	\$ 183.33	Future government funding
Canada Community Building Fund Reallocation	\$ 24.80	Reallocated Canada Community Building Funds: \$2.10M in 2022; \$13.00M in 2024; \$9.70M in 2025
▲ Mill Rate Phase-in	\$ 11.55	Phased in at \$0.75M for 2020-2021; \$0.55M for 2024; \$0.51M for 2026; \$0.55 for 2026; \$0.64 for 2027
Neighbourhood Land Development Fund	\$ 3.90	Dividend from Kensington neighbourhood
▲ Borrowing	\$ 35.42	Future borrowing
Total Funding Sources	\$ 259.00	

▲ indicates projects or items that can be adjusted or removed from this plan

<https://pub-saskatoon.escribemeetings.com/filestream.ashx?DocumentId=212370>

Of note, in the previous 2022/2023 Business Plan and Budget Funding Plans Update document, it was noted that “included in this Plan is \$5.00M for costs that will not be eligible for government funding, such as internal Salaries”. That has since rose to \$9.00M.

If this report is sharing the complete background of the BRT, including links to previously approved reports, it should highlight the November 2017 Council approved report entitled “Bus Rapid Transit Preferred Configuration” that stated:

Report Highlights

1. HDR Corporation (HDR) has reviewed the Growth Plan to Half a Million (Growth Plan) and Saskatoon’s existing transit system and has submitted a preferred configuration for Saskatoon’s Bus Rapid Transit (BRT) system.
2. HDR’s preferred configuration identifies the main components of the Red and Blue BRT lines, which includes Transit Signal Priority Measures, Roadway Geometric Measures, Stations, Customer Systems, and Runningways.
3. **Based on its experience developing BRT systems in other markets, HDR has identified a preliminary cost estimate of \$120 million, plus or minus 25%, to implement the preferred configuration.**
4. The project timeline is intended to position the City of Saskatoon (City) for the second phase of the Public Transit Infrastructure Fund (PTIF) program.

<https://pub-saskatoon.escribemeetings.com/filestream.ashx?DocumentId=41792>

The preliminary cost estimate of “plus or minus 25%” has proven to be more than plus 25%.

In the spirit of transparency, this report should indicate that the contract awarded cost for CIMA+ to complete detailed designs and assist in the tendering and management of construction contracts was **\$948,450.**



Purchasing Services
222-3rd Avenue North
Saskatoon SK S7K 0J5

www.saskatoon.ca
Tel: 306.975.2600
purchasingadmin@saskatoon.ca

Award Summary

RFQ #24-0071 Bus Rapid Transit – Engineering Services

**Successful Bidder:
CIMA+
Saskatoon, SK**

Contract Award: \$948,450.00 excluding taxes


The estimated project costs in the Red, Green and Blue Line applications for ICIP funding were based on Class D “Conceptual Design” estimates with +/- 20% to 30% (see attached forms). **Have there been updated estimates since the application was submitted and are they within the estimated project costs?**

13. Please select what the estimated project costs are based on

Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

In the spirit of transparency, this report should indicate that the contract awarded cost for Sautner to construct the concrete platform for the pilot station was **\$124,350** and the contract awarded cost for PCL to design, supply, and installation of both shelter and information display at the Civic Operations Center was **\$445,670**. I understand that the above-ground components (shelter, lighting, information display boards, etc.) are still being determined. **When will the final design and cost of the BRT stations be known?**

 City of Saskatoon Supply Chain Management	Purchasing Services 222 Cardinal Crescent Saskatoon SK S7L 6H8	www.saskatoon.ca Tel: 306.975.2600 purchasingadmin@saskatoon.ca
<u>Award Summary</u>		
RFQ #21-0158		
BRT Pilot Station		
Successful Bidder:	Sautner Concrete Services Inc. Saskatoon, SK	
Contract Award:	\$124,350.00 (excluding taxes)	

 City of Saskatoon Supply Chain Management	Purchasing Services 222 Cardinal Crescent Saskatoon SK S7L 6H8	www.saskatoon.ca Tel: 306.975.2600 purchasingadmin@saskatoon.ca
<u>Award Summary</u>		
RFQ #21-0289		
BRT Pilot Station Shelter and Information Display		
Successful Bidder:	PCL Construction Management Inc Saskatoon, SK	
Contract Award:	\$445,670.00 (excluding taxes)	

Now that the functional design for College Drive’s dedicated transit lanes and corridor has been completed, when will it be shared with the public? When the functional design is completed for 1st Avenue, I would also expect that it will be shared with the public.

When the road safety audit of the College Drive functional design is complete, will it be presented to Committee or Council?

Without a completed Zero Emissions Transition Plan, the City must not proceed with the purchase of more zero emission buses. It should also be noted that the contract amount for Cutric to complete the Saskatoon Transit Zero Emissions Transition Plan was **\$93,257.76**. While the report is anticipated to be completed in the summer of 2024, when is it expected to come to the SPC-T?

The screenshot shows the City of Saskatoon Open Data Catalogue BETA interface. The main heading is "Non-Standard Procurement (Sole Source)" with a category of "City Administration" and a date of "5/9/2024". The page includes a "Query Builder" section where a filter is applied: "vendor (String) is equal to Cutric". Below the query builder, there are "Run" and "Clear" buttons. A "Full query URL" is provided, and a "Download as CSV" option is available. At the bottom, a table displays the query results.

entityid	department	vendor	description_of_goods_services_construction	contract_no	amount	start_date	end_date	fiscal
	Transit	Cutric	Consulting Services - Zero Emissions Fleet	23-0097	\$93,257.76			2023

It is stated that Administration will provide regular reporting to City Council. What does that mean? Monthly, quarterly? Part of regular reporting should include costs incurred to date, as well as expected cost to complete (both capital costs and the associated operating costs).

The report fails to mention the open tender for “Bus Rapid Transit (BRT) Shelter Project - Fairness Monitor.”

Have all potential issues around the dedicated centre running contraflow transit lanes (College Drive and 1st Avenue), such as snow removal, been resolved? The BRT does not operate in a silo – it is a vital component of the conceived DEED project. Have all the issues around the proposed arena, such as the closure of 22nd Street for events and the lack of curbs around the property, been resolved?

Since Council approved the Growth Plan in April 2016, what have been the detailed costs that have been incurred for the Transit Plan?

In addition to government funding (ICIP, PTIS, Canada Community Building Fund/Gas Tax), mill rate phase-ins and dividends from the Neighbourhood Land Development Fund, there is expected borrowing required of \$35+ million. **When is that borrowing planned to be requested?**

Investing in Canada Infrastructure Program Detailed Cost Estimate



Applicant Name: City of Saskatoon
Project Title: City of Saskatoon - Bus Rapid Transit - Red Line

Project Stream / Outcome:

Cost Estimate Developed By: Maegan Piche
Date of Cost Estimate (DD-MM-YYYY): 10/7/2022
Cost Estimate Class: Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
	For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans			2,500,000
Planning Sub-Total:				\$2,500,000
Design / Engineering				
	For example, preliminary/detailed design, geotechnical study, downstream use and impact study			1,600,000
Design / Engineering Sub-Total:				\$1,600,000
Construction / Materials				
	Items should reflect the major components in your project . Add lines as necessary.			59,000,000
Construction / Materials Sub-Total:				\$59,000,000
Other Eligible Costs				
	For example (communications, testing)			11,900,000
Other Eligible Costs Sub-Total:				\$11,900,000
Contingency				
				17,700,000
Contingency Sub-Total:				\$17,700,000
TOTAL ELIGIBLE COSTS*:				\$92,700,000

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
	Land Acquisition Cost			
	Leasing Land, Building and Other Facilities			
	Financing Charges			
	Legal Fees			
	In-kind Contribution			
	Tax Rebate			
	Works already completed (Add lines as needed): Costs Incurred before Project approval, and all expenditures related to contracts signed prior to project approval (<i>This includes costs incurred or contracts awarded for planning and design</i>).	Pilot station	1.00	650,000.00
	Other	Admin Costs		1,691,900
TOTAL INELIGIBLE COSTS*:				\$2,341,900

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$95,041,900
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*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments

**Investing in Canada Infrastructure Program
Detailed Cost Estimate**



Applicant Name: City of Saskatoon
Project Title: City of Saskatoon - Bus Rapid Transit - Blue Line

Project Stream / Outcome:

Cost Estimate Developed By: Maegan Piche
Date of Cost Estimate (DD-MM-YYYY): 10/7/2022
Cost Estimate Class: Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
	For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans			1,190,000
Planning Sub-Total:				\$1,190,000

Design / Engineering				
	For example, preliminary/detailed design, geotechnical study, downstream use and impact study			798,000
Design / Engineering Sub-Total:				\$798,000

Construction / Materials				
	Items should reflect the major components in your project . Add lines as necessary.			31,650,000
Construction / Materials Sub-Total:				\$31,650,000

Other Eligible Costs				
	For example (communications, testing)			3,000,000
Other Eligible Costs Sub-Total:				\$3,000,000

Contingency				
				9,200,000
Contingency Sub-Total:				\$9,200,000
TOTAL ELIGIBLE COSTS*:				\$45,838,000

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
	Land Acquisition Cost			
	Leasing Land, Building and Other Facilities			
	Financing Charges			
	Legal Fees			
	In-kind Contribution			
	Tax Rebate			
	Works already completed (Add lines as needed): Costs Incurred before Project approval, and all expenditures related to contracts signed prior to project approval (This includes costs incurred or contracts awarded for planning and design).			
Other	Admin Costs			1,158,000
TOTAL INELIGIBLE COSTS*:				\$1,158,000

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$46,996,000
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*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments

**Investing in Canada Infrastructure Program
Detailed Cost Estimate**



Applicant Name: City of Saskatoon
Project Title: City of Saskatoon - Bus Rapid Transit - Green Line

Project Stream / Outcome:

Cost Estimate Developed By: Maegan Piche
Date of Cost Estimate (DD-MM-YYYY): 10/7/2022
Cost Estimate Class: Class D: Estimates at the "Conceptual Design" stage / +/- 20% to 30%

ELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
Project Planning				
	For example, costs associated with environmental assessment, aboriginal consultation, climate lens assessments, community employment benefit plans			1,147,000
Planning Sub-Total:				\$1,147,000

Design / Engineering				
	For example, preliminary/detailed design, geotechnical study, downstream use and impact study			365,000
Design / Engineering Sub-Total:				\$365,000

Construction / Materials				
	Items should reflect the major components in your project . Add lines as necessary.			14,700,000
Construction / Materials Sub-Total:				\$14,700,000

Other Eligible Costs				
	For example (communications, testing)			850,000
Other Eligible Costs Sub-Total:				\$850,000

Contingency				
				4,400,000
Contingency Sub-Total:				\$4,400,000
TOTAL ELIGIBLE COSTS*:				\$21,462,000

INELIGIBLE COSTS				
	Description	Quantity	Per Unit Amount	Total Cost
	Land Acquisition Cost			
	Leasing Land, Building and Other Facilities			
	Financing Charges			
	Legal Fees			
	In-kind Contribution			
	Tax Rebate			
	Works already completed (Add lines as needed): Costs Incurred before Project approval, and all expenditures related to contracts signed prior to project approval (This includes costs incurred or contracts awarded for planning and design).			
	Other Admin Costs			542,200
TOTAL INELIGIBLE COSTS*:				\$542,200

TOTAL GROSS PROJECT COSTS (Eligible + Ineligible)*:				\$22,004,200
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*Totals must match totals in the Project Costs section of the Application Form.

Cost Estimate Comments

Council Communications and Constituency Relations Allowance – Update (January 1 – June 30, 2024)

ISSUE

This report provides the Governance and Priorities Committee with an update on the usage of the Communications and Constituency Relations allowance.

DISCUSSION/ANALYSIS

[Policy C01-027](#), Council Communications and Constituency Relations Allowance, requires that within 60 days of the end of the quarter, the City Clerk's Office post all expenses, individually and in detail, on the City's website and provide the Governance and Priorities Committee with monthly usage updates for the last quarter.

In this regard, attached are updates of communications expenses for members of Council to the end of June 2024.

Further, Section 3.1 of [Policy C01-027](#) states:

- f) In the year of a civic election, 8/12 of the allowance will be allocated to the sitting members of City Council and 2/12 of the allowance will be allocated to the newly elected members of City Council.
- g) In the year of a civic election, the allowance cannot be used from September 1 through October 31.

As a civic election is slated for November 2024, the update reports and final report for this calendar year will reflect the above accordingly.

NEXT STEPS

The City Clerk's Office will update the website as noted above. A report summarizing usage to the end of September 2024 will be provided to the Governance and Priorities Committee at a future meeting.

APPENDICES

1. Summary of expenses to the end of June 2024 – Mayor's Office
2. Summary of expenses to the end of June 2024 – City Councillors' Office

Report Approval

Written by: Monique Legault, Councillors' Assistant
Shannon Wasmuth, Councillors' Assistant

Reviewed and

Approved by: Sarah Sliva, Deputy City Clerk – Director of Information Governance

**Communications and Constituency Relations Allowance
Mayor's Office
January 1 to June 30, 2024**

As per Section 3.1 (f) of Policy No. C01-027, "In the year of a civic election, 8/12 of the allowance will be allocated to the sitting members of City Council and 2/12 of the allowance will be allocated to the newly elected members of City Council." The sitting Mayor is allocated \$89,333 as 8/12 of the allowance.

Payment Date	Inv #	Description	Amount	GST Rebate	Total
		Payroll for Policy & Communications Advisor (January)	\$ 7,041.84	\$ -	\$ 7,041.84
		Payroll Costs for Policy & Communications Advisor (January)	\$ 1,291.30	\$ -	\$ 1,291.30
		Payroll for Policy & Communications Advisor (February)	\$ 7,041.84	\$ -	\$ 7,041.84
		Payroll Costs for Policy & Communications Advisor (February)	\$ 1,212.30	\$ -	\$ 1,212.30
25-Mar-24	1731	Social Media Manager Contract (January & February 2024)	\$ 1,698.30	\$ 76.50	\$ 1,621.80
		Payroll for Policy & Communications Advisor (March)	\$ 7,041.84	\$ -	\$ 7,041.84
		Payroll Costs for Policy & Communications Advisor (March)	\$ 1,212.30	\$ -	\$ 1,212.30
		Payroll for Policy & Communications Advisor (April)	\$ 7,041.84	\$ -	\$ 7,041.84
		Payroll Costs for Policy & Communications Advisor (April)	\$ 1,212.74	\$ -	\$ 1,212.74
		Payroll for Policy & Communications Advisor (May)	\$ 7,041.84	\$ -	\$ 7,041.84
		Payroll Costs for Policy & Communications Advisor (May)	\$ 1,167.58	\$ -	\$ 1,167.58
		Payroll for Policy & Communications Advisor (June)	\$ 7,041.84	\$ -	\$ 7,041.84
		Payroll Costs for Policy & Communications Advisor (June)	\$ 1,167.58	\$ -	\$ 1,167.58
			\$ 51,213.14	\$ 76.50	\$ 51,136.64

Budget 2024: \$134,000.00

Total Spent: \$51,136.64

Communications and Constituency Relations Allowance (CCRA) 2024

Appendix 2

Submitted to Governance and Priorities Committee on July 17, 2024

As per Section 3.1 (f) of Policy No. C01-027: "In the year of a civic election, 8/12 of the allowance will be allocated to the sitting members of City Council and 2/12 of the allowance will be allocated to the newly elected members of City Council."

Sitting Councillors are allocated \$6,666 as 8/12 of the allowance.

Payment Date	Description	2024 Budget	2024 Actual
BLOCK, Cynthia			
25-Jan	Federation of Saskatoon Chinese Canadian Organizations: Chinese New Year Celebration (Feb 3)		\$ 75.00
31-Jan	City of Saskatoon: Leisure Gift Cards for Holliston Community Assoc. Winter Fun Day (Feb 10)		\$ 110.00
31-Jan	allSaskatchewan: Subscription (Receipt dated Jan 11 - Billing Cycle 1)		\$ 13.78
6-Feb	Canada Post: Ward 6 Mailing		\$ 2,451.63
12-Feb	Arcana Creative: Mailout Design Invoice #1715		\$ 296.80
14-Feb	Broadway Roastery: Coffee With Your Councillor Expenses (Feb 11)		\$ 30.72
14-Feb	Saskatoon & District Labour Council: Community Service Award Dinner (Feb 9)		\$ 50.00
29-Feb	allSaskatchewan: Subscription (Receipt dated Feb 7 - Billing Cycle 2)		\$ 13.00
7-Mar	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
7-Mar	Nutana Community Association: Shed Sponsorship		\$ 600.00
25-Mar	Arcana Creative: Canva Templates Invoice #1734		\$ 111.30
31-Mar	allSaskatchewan: Subscription (Receipt dated Mar 6 - Billing Cycle 3)		\$ 13.00
31-Mar	Cosmo Industries Ltd.: Delivery of Ward 6 Newsletters		\$ 111.80
30-Apr	allSaskatchewan: Subscription (Receipt dated April 3 - Billing Cycle 4)		\$ 13.00
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
31-May	allSaskatchewan: Subscription (Receipt dated May 3 - Billing Cycle 5)		\$ 13.00
31-May	Women Entrepreneurs of Saskatchewan Gala (May 15)		\$ 153.70
31-May	2024 Sanctum 36 Hour Challenge Fundraising Dinner (Jun 1)		\$ 200.00
24-Jun	Reimbursement for CCRA overpayment		\$ (25.00)
30-Jun	allSaskatchewan: Subscription (Receipt dated May 30 - Billing Cycle 6)		\$ 13.00
Individual Total		\$ 6,666.00	\$ 4,382.73

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Payment Date	Description	2024 Budget	2024 Actual
DAVIES, Troy			
31-Jan	Creative Outdoor: Advertising at two locations (Jan 15-Feb 14)		\$ 288.20
29-Feb	Creative Outdoor: Advertising at two locations (Feb 15-Mar 14)		\$ 288.20
1-Mar	Mount Royal Community Association: Winter Newsletter Advertising		\$ 200.00
6-Mar	Tommy Douglas Collegiate: 2024 Graduation Sponsorship (Jun 22)		\$ 250.00
7-Mar	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
31-Mar	Creative Outdoor: Advertising at two locations (Mar 15-Apr 14)		\$ 288.20
11-Apr	Hampton Village Community Association: Spring Newsletter Advertising		\$ 200.00
16-Apr	Reimbursement of CCRA Overpayment		\$ (20.66)
16-Apr	Westview Heights Community Association: Spring Newsletter Advertising		\$ 100.00
30-Apr	Creative Outdoor: Advertising at two locations (Apr 15-May 14)		\$ 288.20
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
31-May	Canada Post: Ward 4 Mailing		\$ 1,174.94
31-May	Creative Outdoor: Advertising at two locations (May 15-Jun 14)		\$ 288.20
11-Jun	Quinn & Kim's Flowers: Condolence Flower Arrangement for Resident		\$ 100.70
18-Jun	Mount Royal Community Association: Spring Newsletter Advertising		\$ 200.00
30-Jun	Minuteman Press: Ward 4 Mailing		\$ 1,564.38
30-Jun	Creative Outdoor: Advertising at two locations (Jun 15-Jul 14)		\$ 288.20
30-Jun	Creative Outdoor: Advertising at two locations (Jul 15-Aug 14)		\$ 288.20
Individual Total		\$ 6,666.00	\$ 5,924.76

Communications and Constituency Relations Allowance (CCRA) 2024

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Payment Date	Description	2024 Budget	2024 Actual
DONAUER, Randy			
31-Jan	Saskatoon & Region Housing Excellence Awards (Feb 10)		\$ 238.50
14-Feb	Saskatoon & District Labour Council: Community Service Award Dinner (Feb 9)		\$ 50.00
29-Feb	Greater Saskatoon Catholic Schools: Venue Rental for Coffee With Your Councillor (Mar 23)		\$ 192.44
29-Feb	Rusty Macdonald Library: Venue Rental for Coffee With Your Councillor (Apr 11)		\$ 62.52
7-Mar	Canada Post: Ward 5 Mailing		\$ 1,366.43
31-Mar	Globe Printers Ltd.: Ward 5 Newsletters		\$ 954.22
31-Mar	Greater Saskatoon Catholic Schools: Table Rental for Coffee With Your Councillor (Mar 23)		\$ 20.00
2-Apr	Tim Hortons: Coffee With Your Councillor Expenses		\$ 41.32
2-Apr	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
2-Apr	Favourite Things: Administrative Support (Jan-Mar)		\$ 700.00
2-Apr	Mail Chimp: Email Marketing (Jan-Mar)		\$ 132.54
9-Apr	The Little Shop of Flowers: Easter Bouquets for Seniors' Residences		\$ 212.00
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
30-Jun	Alice Turner Library: Venue Rental for Coffee With Your Councillor (Jul 22)		\$ 87.54
30-Jun	Rusty Macdonald Library: Venue Rental for Coffee With Your Councillor (Jul 27)		\$ 100.04
Individual Total		\$ 6,666.00	\$ 4,295.55
DUBOIS, Bev			
14-Feb	Saskatoon & District Labour Council: Community Service Award Dinner (Feb 9)		\$ 50.00
25-Mar	Creative Outdoor: Advertising at two locations (Jan 1-Apr 14)		\$ 994.83
26-Jun	Creative Outdoor: Advertising at two locations (Apr 15-Jul 14)		\$ 864.60
30-Jun	Site Ground: Website Hosting (Jun 5-Aug 31)		\$ 72.38
Individual Total		\$ 6,666.00	\$ 1,981.81
GERSHER, Sarina			
26-Jan	Greystone Community Association: Newsletter Advertising INV-0038		\$ 50.00
1-Feb	Canada Post: Ward 8 Mailing		\$ 1,811.49
9-Feb	Wildwood Community Association: Newsletter Advertising Invoice #2232		\$ 95.00
29-Feb	Cosmo Industries Ltd.: Delivery of Ward 8 Mailing		\$ 40.00
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
Individual Total		\$ 6,666.00	\$ 2,049.49

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Payment Date	Description	2024 Budget	2024 Actual
GOUGH, Hilary			
9-Jan	Canada Post: Ward 2 Mailing		\$ 1,306.54
6-Feb	Nutana Bakery/Tim Horton's: Meeting Expenses (Jan 24)		\$ 109.90
29-Feb	Cosmo Industries Ltd.: Delivery of Ward 2 Mailing		\$ 34.40
29-Feb	Station 20 West: Room Rental and Catering for Ward 2 Chili Supper (Jan 24)		\$ 3,210.65
7-Mar	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
31-Mar	Cosmo Industries Ltd. Delivery of Ward 2 Mailing		\$ 152.20
3-Apr	King George Community Association: Winter Newsletter Advertising		\$ 15.00
22-Apr	Holiday Park Community Association: Spring Newsletter Advertising		\$ 35.00
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
23-May	Pleasant Hill Community Pow Wow Sponsorship		\$ 750.00
29-May	Pleasant Hill Community Association: Spring Newsletter Advertising		\$ 30.00
Individual Total		\$ 6,666.00	\$ 5,781.69
HILL, Darren			
17-Jan	Broadway Theatre: Legal Follies (Feb 2)		\$ 37.50
13-Feb	Canada Post: Ward 1 Mailing		\$ 2,295.00
13-Feb	Costco: Sutherland Town Hall Expenses (Feb 11)		\$ 84.82
13-Feb	Staples: Sutherland Town Hall Expenses (Feb 11)		\$ 134.59
14-Feb	Saskatoon & District Labour Council: Community Service Award Dinner (Feb 9)		\$ 50.00
29-Feb	Greater Saskatoon Catholic Schools: Rental for Town Hall (Feb 11)		\$ 10.00
7-Mar	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
15-Mar	Greyson Jendruk: Delivery of Ward 1 Mailing		\$ 60.00
31-Mar	Chamber Event: Provincial Budget Debrief (Mar 22)		\$ 55.00
30-Apr	Women Entrepreneurs of Saskatchewan Gala (May 15)		\$ 153.70
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
12-Jun	City of Saskatoon Printing & Mailing: Sutherland Town Hall Neighbourhood Mailing		\$ 831.60
Individual Total		\$ 6,666.00	\$ 3,850.21

Communications and Constituency Relations Allowance (CCRA) 2024

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Sitting Councillors are allocated \$6,666 as 8/12 of the allowance.

Payment Date	Description	2024 Budget	2024 Actual
JEFFRIES, Zach			
12-Jan	Red Block Media: Website Hosting Services (Jan 1-Aug 31) & Web Development Invoice #574		\$ 220.06
15-Jan	Saskatoon Wildlife Federation: Wildgame Dinner (Feb 2)		\$ 84.80
1-Feb	Federation of Saskatoon Chinese Canadian Organizations: Chinese New Year Celebration (Feb 3)		\$ 75.00
12-Feb	Dropbox Plus Subscription (Jan 26-Aug 26)		\$ 96.39
14-Feb	Saskatoon & District Labour Council: Community Service Award Dinner (Feb 9)		\$ 50.00
21-Mar	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
Individual Total		\$ 6,666.00	\$ 664.25
KIRTON, David			
31-Jan	Champions for Change Gala (Jan 27)		\$ 86.08
14-Mar	Tommy Douglas Collegiate: 2024 Graduation Sponsorship (Jun 22)		\$ 250.00
30-Apr	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
Individual Total		\$ 6,666.00	\$ 389.08
LOEWEN, Mairin			
24-Jan	Heritage Chinese Language School: Chinese New Year Celebration Banquet (Feb 3)		\$ 45.00
31-Jan	Curbex: Billboard Advertising (Jan 2-Jan 31) Invoice #368070		\$ 212.35
12-Feb	Arcana Creative: Website Support Invoice #1714		\$ 37.10
29-Feb	Curbex: Billboard Advertising (Feb 1-Mar 1) Invoice #375207		\$ 212.35
7-Mar	Hindu Society of Saskatchewan: Annual Banquet (Apr 6)		\$ 85.00
31-Mar	Curbex: Billboard Advertising (Mar 2-Mar 31) Invoice #382115		\$ 219.00
30-Apr	Curbex: Billboard Advertising (Apr 1-Apr 30) Invoice #388615		\$ 209.00
31-May	Chamber Event: State of the City with Mayor Clark (May 14)		\$ 53.00
31-May	Curbex: Billboard Advertising (May 1-May 30) Invoice #396293		\$ 209.00
30-Jun	Curbex: Billboard Advertising (May 31-Jun 29) Invoice #403996		\$ 217.34
Individual Total		\$ 6,666.00	\$ 1,499.14

2024 Budget \$ 66,660.00
2024 Actual \$ 30,818.71