



**PUBLIC AGENDA
STANDING POLICY COMMITTEE
ON TRANSPORTATION**

Tuesday, December 4, 2018, 2:00 p.m.

Council Chamber, City Hall

Committee Members:

Councillor Z. Jeffries, Chair, Councillor B. Dubois, Vice-Chair, Councillor C. Block,
Councillor R. Donauer, Councillor S. Gersher, His Worship Mayor C. Clark (Ex-Officio)

Pages

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

Recommendation

That the agenda be confirmed as presented.

3. DECLARATION OF CONFLICT OF INTEREST

4. ADOPTION OF MINUTES

Recommendation

That the minutes of regular meeting of the Standing Policy Committee on
Transportation held on November 6, 2018 be adopted.

5. UNFINISHED BUSINESS

6. COMMUNICATIONS (requiring the direction of the Committee)

6.1 Delegated Authority Matters

**6.1.1 Walter D. Hall - Vehicles Parked Near Intersections [Files CK
6120-1, x6320-1]**

5 - 5

A letter dated October 5, 2018 from Walter D. Hall is provided.

Recommendation

That the information be received.

6.2 Matters Requiring Direction

6.3 Requests to Speak (new matters)

7. REPORTS FROM ADMINISTRATION

7.1 Delegated Authority Matters

- 7.1.1 Significant Traffic Changes from Neighbourhood Traffic Reviews – Case Study Analysis [Files CK 6320-1 and TS 6320-1]** 6 - 20

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 4, 2018, be received as information.

7.2 Matters Requiring Direction

- 7.2.1 Saskatoon Transit Tire Lease - Award of Contract [Files CK 1402-1 and TR 7300-01]** 21 - 23

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the proposal submitted by Goodyear Canada Inc. for the supply of tires for Saskatoon Transit's conventional bus fleet for a total estimated cost over five years of \$1,174,700 (including GST and PST) be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

- 7.2.2 Request to Exceed in Excess of 25% of PO 381602, West Material Handling Facility Topsoil Stripping [Files CK 600-29, x1702-1 and PW 600-1]** 24 - 25

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the Administration be given approval for PO 381602 with Arnold Earthmoving Ltd. for topsoil stripping work to exceed 25% of the purchase order value and be extended by \$57,359.25, including taxes; and
2. That Purchasing Services issue the appropriate change notice.

- 7.2.3 Request to Exceed in Excess of 25% of PO 371783, Roadways Downtown Snow Maintenance [Files CK 6290-1, x1702-1 and PW 6290-3]** 26 - 28

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the Administration be given approval for PO 371783 with Load Em' Up Hauling for the removal of snow to exceed 25% of the purchase order value and be extended by \$88,095 (including taxes); and
2. That Purchasing Services issue the appropriate change order.

- 7.2.4 Capital Project #1512 – Neighbourhood Traffic Management - Budget Adjustment [Files CK 6320-1, x1815-1 and TS 6350]** 29 - 33

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

That a budget adjustment in the amount of \$200,000 to Capital Project #1512 – Neighbourhood Traffic Management funded from the Traffic Safety Reserve, be approved.

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

That the proposed Street Design Policy be approved.

- 8. URGENT BUSINESS**
- 9. MOTIONS (Notice Previously Given)**
- 10. GIVING NOTICE**
- 11. IN CAMERA AGENDA ITEMS**
- 12. ADJOURNMENT**

6120-1
X 6320-1

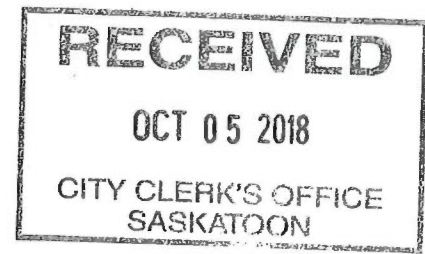
HALL ENGINEERING CO. LTD.
CONSULTING ENGINEER

PHONE: (306)664-2772

E MAIL: hall.eng@shaw.ca

SASKATOON CITY COUNCIL
CITY HALL
SASKATOON, SASK.

413 - 33RD ST. WEST
SASKATOON, SASK.
S7L 0V5
Oct. 5, 2018



Attention: Hon. Mayor Charlie Clark, Chairman

Dear Sir:

Re: Life Safety Traffic Issues

I'm totally in agreement with the current proposal to reduce speed limits in residential and business areas to 40 km/hr and 30 km/hr in areas such as next to swimming pools, etc. where children can congregate.

Oct. 9
SPC
Agenda

One other major life safety item is the location of vehicles parked near intersections. From several of my random counts, 90% of vehicles on the street are either SUVs or trucks. Such vehicles are allowed to park near intersections (both street & lane) obstructing the view of on coming vehicles as these vehicles are much higher than a standard car. I have witnessed some major near T-bone accidents at intersections and I personally have had some close calls.

Nov. 6
SPC
Agenda

I respectfully request that a bylaw be issued specifying the minimum distance of 15 m (49.2 ft.) than any vehicle that is more than 1524mm (60") in height can park from any intersection (street or lane).

Regards,

W. D. Hall

Walter D. Hall, P. Eng., Sk., Ab., Mb.

Significant Traffic Changes from Neighbourhood Traffic Reviews – Case Study Analysis

Recommendation

That the report of the General Manager, Transportation & Utilities Department dated December 4, 2018, be received as information.

Topic and Purpose

The purpose of this report is to provide a case study analysis of a significant traffic change resulting from a Neighbourhood Traffic Review (NTR).

Report Highlights

1. A case study analysis is provided.
2. In 2017, the communication plan for the NTRs was improved.
3. Over the period of 2013 to 2016, 27 neighbourhoods participated in the NTR process, resulting in 527 total recommendations, of which 378 have been implemented. There were three issues (less than 1 percent) resulting in division within the community.
4. For the years of 2019 and 2020, the NTRs will be conducted in accordance with the current practice as it has proven quite successful.
5. Starting in 2021, the Community Transportation Review program will begin, and engagement process and communication plans will be developed closer to the initiation of the program.

Strategic Goal

This report supports the Strategic Goal of Moving Around by improving the safety of all road users (pedestrians, cyclists and drivers), and helps provide a great place to live, work, and raise a family.

Background

City Council, at its meeting held on July 23, 2018, considered the Traffic Volume and Speeds – 100 Block of 9th Street East report, and resolved, in part:

- “3. That the Administration include in the review of the Neighbourhood Traffic Review Process, a case study analysis of the process in place for dealing with significant traffic changes that come out of Neighbourhood Traffic Review and explore best practices to improve the engagement process.”

Upon completion of the NTR program, the traffic review process will be transitioned to a Community Transportation Review program, a new process of traffic reviews at a broader community level than the current NTR program. Public and stakeholder involvement will be required for the Community Transportation Review program with the final format of this involvement formalized as part of the program development.

However, there will be significant changes in engagement strategies over the next few years, and detailed communication plans will be developed for the program at the time of implementation, planned to begin in 2021.

The program will reference the Traffic Calming Policy (TC Policy), recently approved by City Council. A Traffic Calming Guide (TC Guide) has been prepared to support the TC Policy and to educate residents on the different measures available. The TC Guide includes estimated costs and information on how to request traffic calming (including diverting traffic), and the process to be followed. For neighbourhoods where an NTR has been completed, a petition mechanism, similar to the Residential Parking Permit program, will form the basis for traffic calming requests. This engagement strategy is used by several other municipalities such as Vancouver, BC; Calgary, AB; St. Albert, AB; Regina, SK; Toronto, ON; London, ON; Montreal, QC; and St. John's, NL to address traffic safety concerns and requests for traffic calming.

Additional background information is provided in Attachment 1.

Report

Case Study Analysis

The situation chosen for a case study analysis was the Glasgow Street shortcutting traffic concern in the Avalon neighbourhood. The details of the case study analysis are provided in Attachment 2. The conclusions drawn from the analysis include:

- A variety of engagement strategies and tactics were employed to best inform the residents and stakeholders of the issue.
- A thorough process, that twice included trial pilot projects, was followed.
- The Glasgow Street shortcutting traffic issue engagement aligned with the core values of the International Association for Public Participation (IAP2).
- The residents were engaged, knew the issues, understood the information, were able to communicate with the Administration, but they simply did not like, or agree with, the Administration's recommendation.

Communication & Engagement Improvements

In 2017, the NTR Project Managers and Communications staff reviewed the communication and engagement plans for the NTRs to identify possible improvements. This was in an effort to address concerns expressed around a lack of resident participation at meetings that may contribute to overall community support for traffic calming measures at the implementation stage.

Communications (Inform):

As a result of the review, the following communication tools were added to the plan to better inform residents around the progress and opportunities for engagement:

- 'Subscribe for Updates' feature added and multiple email messages sent to the subscriber list;
- NTR meetings added to the City Events Calendar;
- Revised flyer messaging to encourage more input and participation;

- Mini billboards were installed in each neighbourhood in advance of each meeting;
- Community posters placed at high traffic zones and community gathering places to advertise first meeting;
- Facebook advertising for kick-off meetings;
- Revised implementation flyer to include list of recommendations and map; and
- Creation of door hangers prior to implementation.

Engagement (Consult):

In addition to community meetings, a number of additional engagement tools were added to the plan to provide more opportunity for residents to be engaged in the discussion. This ensures everyone has an early opportunity to voice any concerns/objections to potential traffic measures or are aware of the process but may decline to participate. This in turn should reduce the likelihood of surprising anyone or encountering significant opposition to the NTR plan recommendations after implementation.

- Saskatoon.ca/Engage discussion page set up for each NTR;
- Facebook Groups created for each NTR as an interim engagement tool until Saskatoon.ca/Engage was finalized;
- Introduced feedback forms and business cards so that residents could provide more input at the meeting as well as afterwards; and
- Held meetings in the neighbourhood to educate on the NTR process and collect feedback on traffic concerns.

Since improvements to both communications and engagement have been made, participation rates have increased in both 2017 and 2018.

It is important to note that community consultation is not aimed at obtaining “buy in” for a decision but rather it is intended to ensure the process allows for open and transparent communications and informed decision making. In some situations, the Administration’s recommendation may not align with the community feedback, as the Administration takes a holistic approach to considering community feedback, cost, technical and safety factors to result in more sustainable decision making.

Neighbourhood Traffic Review Effectiveness

Over the period of 2013 to 2016, 27 neighbourhoods participated in the NTR process. This resulted in 527 total recommendations, of which 378 have been implemented. Of the implemented recommendations, the following three issues, which account for less than 1 percent of the implemented recommendations, have resulted in division within the community:

1. Glasgow Street shortcutting traffic issue;
2. 9th Street partial closure at the Idylwyld Freeway on-ramp; and
3. 14th Street/Lansdowne Avenue/Temperance Street network changes.

Furthermore, 23 recommendations have been evaluated and removed, typically in consultation with the residents and area City Councillor. This accounts for 6 percent of all implemented recommendations to date.

The vast number of recommendations are developed together with the residents, and implemented with no issue. Over the period of 2017 and 2018, the implementation of NTR recommendations has continued to be completed successfully.

The NTR implementation is summarized on a neighbourhood basis provided in Attachment 3.

Moving Forward

For the years of 2019 and 2020, the NTRs will be conducted in accordance with the current practice as it has proven quite successful. In neighbourhoods that have completed NTRs, residents that bring forward outstanding or new issues will be directed to the TC Policy and accompanying TC Guide. The TC Guide includes a petition mechanism to form the basis for traffic calming requests. This is a significant change to the engagement process.

Starting in 2021 the CTR program will begin, and the engagement process and communication plans will be developed closer to the initiation of the program.

Other Considerations/Implications

There are no options, public and/or stakeholder involvement, communication, policy, financial, environmental, privacy, or CPTED implications of considerations.

Due Date for Follow-up and/or Project Completion

There is no follow-up required.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachments

1. Background
2. Glasgow Street Shortcutting Traffic Issue – Case Study
3. NTR Implementation Summary

Report Approval

Written by: Jay Magus, Acting Director of Transportation
Approved by: Angela Gardiner, Acting General Manager of Transportation & Utilities Department

Background

City Council, at its meeting held on July 23, 2018, considered the Traffic Volume and Speeds – 100 Block of 9th Street East report, and resolved, in part:

- “3. That the Administration include in the review of the Neighbourhood Traffic Review Process, a case study analysis of the process in place for dealing with significant traffic changes that come out of Neighbourhood Traffic Review and explore best practices to improve the engagement process.”

The Standing Policy Committee on Transportation, at its meeting held on September 10, 2018, considered the Community Transportation Review Program report, and resolved:

“That the report of the A/General Manager, Transportation & Utilities Department dated September 10, 2018, be received as information.”

Highlights of this report include:

- Upon completion of the NTR program, the traffic review process will be transitioned to a Community Transportation Review (CTR) program, a new process of traffic reviews at a broader community level than the current Neighbourhood Traffic Review (NTR) program.
- The CTR program will focus on evidence-based traffic, cyclist, and pedestrian safety issues and trends (through collision data or other research studies). This program will align well with the Vision Zero initiative to eliminate transportation-related deaths and severe injuries while increasing safe, healthy, and equitable mobility for all road users.
- Public and stakeholder involvement will be required for the CTR program. The format of this involvement will be formalized as part of the CTR program development.
- It is anticipated that an annual meeting will be held with each of the twelve identified communities of the CTR program to:
 - Discuss ongoing or upcoming transportation initiatives and projects;
 - Present the CTR program and priorities;
 - Identify barriers to walking and cycling; and
 - Listen to public input, and, where appropriate, refer them to other ongoing programs (i.e. Traffic Calming Policy, Traffic Control Policies, etc.), or otherwise incorporate their concerns into the CTR review prioritization.
- There may be significant changes in engagement strategies over the next few years. Therefore, detailed communication plans will be developed for the CTR program at the time of implementation (estimated to begin in 2021).

City Council, at its Regular Business Meeting held on September 24, 2018, considered the Traffic Calming Policy report, and resolved:

“That the proposed Traffic Calming Policy be approved.”

Highlights of the report are:

- The NTR program was designed to involve the community in identifying traffic problems and in selecting solutions. The traffic review and analysis has currently been completed within the NTR program only addresses locations of concern brought forward by the community.
- The NTR program is anticipated to be complete in 2020.
- The Traffic Calming Policy has been developed to provide residents with an ongoing mechanism to address neighbourhood traffic safety concerns once a NTR is complete.
- A Traffic Calming Guide has been prepared to educate residents on the different measures available and includes estimated costs and information on how to request traffic calming (including diverting traffic), and the process to be followed.
- A petition mechanism, similar to the existing Residential Parking Permit program, will form the basis for traffic calming requests.
- There are several other municipalities that use similar processes to address traffic safety concerns and requests for traffic calming.
- The proposed traffic calming process includes the following steps:

Phase 1: Application and Data Collection

1. Traffic calming request
2. Preliminary screening
3. Community support assessment

Phase 2: Traffic Calming Plan

1. Point Assessment
2. Develop traffic calming concept
3. Community ballot

Phase 3: Final Design and Approval

1. Traffic calming design
2. Rank project for budget deliberation

Phase 4: Implementation and Evaluation

1. Funding decision
2. Implementation
3. Evaluation

Glasgow Street Short-Cutting Traffic Issue – Case Study

1.0 Background

On September 26, 2014 City Council received a petition from over 300 area residents requesting action on speeding and short-cutting traffic on Glasgow Street. This focus on Glasgow Street continued through the public meeting regarding this specific issue in October 2014 (*Public Meeting No. 1*) and the initial NTR public meeting held in April 2015 (*Public Meeting No. 2*). In 2015, traffic studies were undertaken and numerous field observations were completed to quantify these concerns.

A review of the traffic data collected at that time indicated two primary traffic shortcut movements:

- Northbound left turn from Clarence Avenue to Glasgow Street and the westbound right turn from Glasgow Street onto Broadway Avenue; and conversely,
- Southbound left turn from Broadway Avenue to Glasgow Street and the eastbound right turn from Glasgow onto Clarence Avenue.

The traffic data also indicated:

- That the dog park located at the south end of Broadway Avenue is not the main traffic generator.
- On Glasgow Street there was a daily traffic volume of 3,700 vehicle trips.
- On Wilson Crescent there was a daily traffic volume of 2,300 vehicle trips, much less traffic than on Glasgow Street.
- Vehicle speeds along Glasgow Street ranged between 49 kph and 54 kph, which is typical for a local street with a posted speed limit of 50 kph.

Through this detailed review of the 2015 traffic data, it was confirmed that the primary issue was shortcutting traffic on Glasgow Street.

As part of the standard NTR process a second public meeting was held in October 2015 (*Public Meeting No. 3*). Typically most issues are resolved at the second public meeting when the recommendations are shared with the neighbourhood. However, the following two issues remained unresolved in the opinion of the area residents:

- Traffic calming on Glasgow Street
- Geometric changes to Clarence Avenue

Accordingly, a third NTR meeting was held in January 2016 (*Public Meeting No. 4*) and a recommendation made to trial pinch points as a method to reduce the amount of short-cutting traffic, which was generally supported by the meeting attendees.

The Avalon NTR was approved by City Council in April 2016 (*Council Meeting No. 1*) and included the recommendation to trial pinch points at two locations along Glasgow Street between Clarence Avenue and Broadway Avenue.

The trial pinch points were installed in the summer of 2016, and evaluated over a ten month period. The effectiveness review indicated that traffic volumes on Glasgow Street dropped slightly (3,700 to 3,400 daily vehicle trips), the vehicle travel speeds had not significantly been impacted.

A public meeting was held in January 2017 (*Public Meeting No. 5*) where the results of the pinch point trial were presented and two alternatives, either leaving the intersection of Glasgow Street / Clarence Avenue as is, or restricting the left turning movements.

To determine the support for the alternative options, a survey was hand delivered to residents on January 27, 2017 (*Survey No. 1*). A review of the survey results yields the following observations:

- Residents on Glasgow Street are in favour of restricting left turns at the intersection of Glasgow Street and Clarence Avenue on a pilot project basis.
- Residents not on Glasgow Street are strongly opposed to restricting left turns at the intersection of Glasgow Street and Clarence Avenue on a pilot project basis.
- The other suggestions included: 17 – speed humps; 17 – stop signs; 9 – reduced speed zone; 6 – traffic signals; restrict traffic at Turner Avenue and Broadway; and adjust the signal timings at Clarence Avenue/Wilson Crescent.

On March 27, 2017, City Council (*Council Meeting No. 2*) received a report summarizing the Glasgow Street Traffic Review, and resolved:

- “1. That the Administration proceed with removing the pinch points installed in a temporary fashion on Glasgow Street; and
2. That left turns be restricted at the intersection of Glasgow Street and Clarence Avenue on a trial basis.”

In April 2017 the pinch points on Glasgow Street were removed.

In May 2017 a flyer was hand delivered updating residents on the outcome of the March 27, 2017 City Council meeting, and providing a schedule of the restricting left turns trial project.

In August 2017 Clarence Avenue between Glasgow Street and Wilson Crescent was widened.

In September 2017 traffic counts were completed on Glasgow Street, Wilson Crescent, and McAskill Crescent.

At the end of September 2017 the median opening at Glasgow Street was closed effectively restricting the left turn movement, a flyer was also hand delivered at this time updating residents on the trial project.

In the spring of 2018 an effectiveness assessment of the restriction of vehicular left-turns trial project was completed. The traffic evaluation included the following highlights:

- Glasgow Street traffic volumes had decreased from 3,700 to 1,900 vehicles per day.
- McAskill Crescent traffic volumes had increased from 270 to 620 vehicles per day; however, the volumes were still within the typical range of expected daily traffic volumes for local roads (<1,000).
- Wilson Crescent traffic volumes had increased from 2,550 to 3,900 vehicles per day but were within the typical range of expected daily traffic volumes for collector roads (<5,000).
- The 85th percentile operating speeds are within 5% of posted speed limits with the exception of the school zone on Wilson Crescent.
- The additional travel time between the intersection of Clarence Avenue South & Calder Crescent and the intersection of Glasgow Street & Mendel Crescent (east), observed through several different routes and time periods, ranged from two to five minutes per trip.

To determine the level of community support for the vehicular left-turn restriction at Clarence Avenue South and Glasgow Street (west), a survey was hand delivered to 456 households on May 10, 2018 (*Survey No. 2*). The survey area was bound by these locations:

- Circle Drive to the south;
- Clarence Avenue to the east (residences on Clarence Avenue were included);
- Wilson Crescent to the north; and
- Cascade Crescent to the west (residences on Cascade Crescent were not included).

Residents were asked if they supported making the directional closure permanent or removing the vehicular left-turn restriction and doing nothing as all reasonable options have been investigated.

A review of the survey results yields the following observations:

- There was a 48% return rate on the survey forms.
- Majority of respondents do not support a permanent restriction.
- Majority of Glasgow Street residents support a permanent restriction.

Many residents included comments on the survey forms regarding the directional closure pilot project.

The residents were also provided with the option to make other suggestions:

- Speed humps (12)
- All-way stops on Glasgow Street (8)
- Speed radar and/or photo enforcement (6)
- Speed limit reduction (particularly near Avalon Park) (3)
- Traffic signals or roundabout at Clarence Avenue & Glasgow Street (south) (6)
- Speed display board (1)

The administration requested feedback on the directional closure from the Saskatoon Police Service, Saskatoon Fire Department, Medavie Health Services West and the Greater Saskatoon Catholic Schools. No concerns were raised by the Saskatoon Police Service or Medavie Health Services West. The Saskatoon Fire Department responded that a vehicular left-turn restriction adds approximately 1 minute and 35 seconds to the response time for trucks responding from Station #1 (Idylwyld Drive) to a “Level 1” incident (i.e. a house fire). However, with the relocation of Station #3 (to Clarence Avenue just north of Wilson Crescent), the response time to that area will be significantly reduced compared to the current response times with the Station #3 location at Taylor Street and York Avenue. Georges Vanier School’s Principal provided a letter outlining their concerns with the directional closure.

The week of June 18 the Director of Transportation met with 12 residents who lived on or near McKaskill Crescent for a three-hour evening meeting to discuss the pilot project and the administration’s recommendations.

On June 25, 2018, at the Public Hearing Meeting of City Council (*Council Meeting No. 3*) the administration provided a report that recommended to permanently restrict the left-turns at Clarence Avenue at Glasgow Street based on the fact that the restriction had significantly reduced short-cutting traffic on Glasgow Street west of Clarence Avenue and not substantially impacted traffic elsewhere. City Council defeated the recommendation and the temporary restriction of left-turns was subsequently removed the next week.

At the June 25, 2018 Public Hearing Meeting of City Council, it was resolved, in part:

- “2. That the Administration report back with options to mitigate the possible needs for traffic signalization at the intersection of Clarence and Glasgow.”

On October 9, 2018, at the Standing Policy Committee on Transportation (*Council Meeting No. 4*), an administrative report was that provided an assessment of traffic signalization at the intersection of Clarence Avenue and Glasgow Street (south).

Through the process numerous in-person meetings were held between the Administration, the area Councillor, and residents of Glasgow to discuss specific issues and answer questions. Those meetings continue.

2.0 Engagement Events Review

Details on the various types of engagement events completed in support of the issue are summarized in Table 1.

Table 1: Details on Engagement Events

Type	Details	Notes
Public Meetings	October 2014. Engineering manager, at the request of the area councillor and group of concerned citizens who lived in and around Glasgow met informally to discuss the residents concerns of speeding and volume of traffic on Glasgow Street. The issues were referred to the NTR process of which Avalon was scheduled for in 2015.	<ul style="list-style-type: none"> • 45 people attended • Style was open mic with open floor questions and answers • Area councillor attended
	April 2015. The initial NTR meeting. City staff and 2 professional engagement professionals guided the session which focused on residents providing their issues and ideas to remedy the issues. The format was: <ul style="list-style-type: none"> • 15 minute large group presentation on process • 60 minute small breakout groups (8-10 residents with one City staff) • 30 minute report back to larger group on what each breakout group had to say (provided by City staff) • 15 minute large group open floor question & answer 	<ul style="list-style-type: none"> • 80 people attended • Outcome was a list of traffic issues to investigate and respond to • Area councillor attended
	October 2015. The second NTR meeting. City staff and 2 professional engagement professionals guided the session which focused on the administration providing recommendations to the issues residents previously raised, and receiving the residents' feedback on the proposed recommendations. The format was: <ul style="list-style-type: none"> • 15 minute large group presentation providing the proposed recommendations • 60 minute small breakout group (8-10 residents with one City staff) • 30 minute report back to larger group on what each breakout group had to say (provided by City staff) • 15 minute large group open floor question & answer 	<ul style="list-style-type: none"> • 80 people attended • Outcome was a confirmed list of recommendations • Area councillor attended
	January 2016. The third NTR meeting. The engineering manager, one transportation engineer, and 2 professional engagement professionals guided the session which only focused on reducing short-cutting traffic on Glasgow Street, as this was unresolved from the October 2015 meeting. The format was: <ul style="list-style-type: none"> • 30 minute large group presentation summarizing the process, the issue, and the potential solutions. • 90 minute large group discussion 	<ul style="list-style-type: none"> • 65 people attended • Outcome was received input on the various options. • Area councillor attended
	January 2017. The engineering manager, one transportation, and 2 professional engagement professionals guided the session which focused on the Glasgow Street pinch-point pilot project. The format was: <ul style="list-style-type: none"> • 30 minute large group presentation summarizing the process, the issue, and the potential solutions. • 90 minute large group discussion 	<ul style="list-style-type: none"> • 200 people attended • Outcome was received input on the various options. • Area councillor attended for 30 minutes.

Table 1 Continued

Type	Details	Notes
Private Meetings	June 2018. The Acting Director of Transportation met with 12 residents for three hours to discuss the impacts to McKaskill Crescent and Wilson Crescent.	<ul style="list-style-type: none"> • 12 people attended • Area councillor partially attended.
	Various times. Throughout the process numerous meetings were held between the administration, residents of Glasgow Street, and the area councillor.	<ul style="list-style-type: none"> • Ranging from 1 to 10 people attend.
Council Meetings	April 2016. Council meeting to approve the Avalon NTR and the pinch point pilot project.	<ul style="list-style-type: none"> • No speakers.
	March 2017. Council meeting to remove the pinch point pilot project on Glasgow Street, and approve the left-turn restriction pilot project.	<ul style="list-style-type: none"> • No speakers.
	June 2018. Council meeting that defeated the recommendation to make the left-turn restriction permanent.	<ul style="list-style-type: none"> • 24 speakers, 8 in favour of the recommendation.
Surveys	January 2017. A survey of the impacted area regarding the pinch point pilot project.	n/a
	May 2018. A survey of the impacted area regarding the vehicular left-turn restrictions.	n/a

Highlights of the engagement summary are as follows:

- Multiple types of public events were held including various styles and locations for the public meetings.
- The public events were well attended.
- The area councillor was very well engaged and provided valuable input to the meetings, and supported the overall process.
- Professional engagement specialists were hired.
- Four distinct types of open engagement were used: in-person public meetings, surveys, City Council Meetings, and in-person private meetings.
- Different strategies were used from: small break-out groups, requesting input, providing information on our intent, etc.
- In the Administration's opinion the residents were well informed, and were typically up-to-date on the process, the latest traffic data, and knew the next steps.

3.0 Discussion and Analysis

Two common issues raised throughout the process were:

1. The survey, and the fact that the Administration did not recommend what a larger portion of the neighbourhood wanted.
2. Feedback received in addition to the survey results, either via e-mail, in-person meetings, over the phone, etc., which generally supported removing the left-turn restrictions, was not the position taken by the administration.

The administration's response, and it continues to be, that the feedback received from the survey results was a piece of the puzzle. The survey was not meant to be a binding vote on the issue, but rather to gauge the resident's support, or lack of support, for a potential change. The survey results were provided to City Council for their information to assist them when providing a decision, when they considered not only the resident's feedback, but also other stakeholder feedback (such as the school board and Saskatoon Fire Department), traffic data, traffic analysis, and best practices review.

It is important to note that the following items were not raised as issues:

1. Lack of communication. No valid complaints were received regarding a lack of communication from the administration to a resident.
2. Lack of awareness. No valid complaints were received from a resident stating 'I knew nothing about this pilot project', etc.
3. Lack of information. The Administration was very diligent in providing responses to questions, providing numerous update flyers with progress updates, and collecting and sharing traffic data such as traffic counts and vehicle speeds.

According to the International Association for Public Participation (IAP2), there are seven core values for public participation. A comparison of these core values and the experiences with the Glasgow issue follows.

Table 2: IAP2 Core Values Comparison

IAP2 Core Value	Glasgow Street Discussion
Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.	Met this core value. The entire NTR process is built around residents taking ownership for potential solutions.
Public participation includes the promise that the public's contribution will influence the decision.	Met this core value. Despite the majority of the residents surveyed not supporting the administrative recommendation, there was support at a smaller level from the street (Glasgow Street) most directly impacted.
Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.	Met this core value. Through the various engagement events and practices, the issues, needs, potential solutions were consistently communicated.
Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.	Met this core value. The entire neighbourhood was invited to the initial meetings, and then as the issue became more refined the people directly impacted were kept involved. The local area school and Saskatoon Fire Department were also identified as impacted stakeholders and they provided feedback.
Public participation seeks input from participants in designing how they participate	Met this core value. The administration met with, held meetings, provided feedback in a manner requested by the community. For example, the neighbourhood requested a meeting to discuss the pinch-point trial project and this was accommodated; also, local residents in and around McKaskill Crescent requested an in-person meeting and this was accommodated.
Public participation provides participants with the information they need to participate in a meaningful way.	Met this core value. Prior to public and City Council meetings detailed information such as traffic data, traffic analysis, survey results, etc. were available to those residents who wanted to review.
Public participation communicates to participants how their input affected the decision.	Met this core value. Despite the majority of the residents surveyed not supporting the administrative recommendation, this potential outcome was relayed to residents throughout the process. The administration consistently advised that they would complete analysis, engage the community and stakeholders, conduct research, and provide City Council a recommendation based on professional transportation engineering.

4.0 Conclusions

The following conclusions can be drawn:

1. A variety of engagement strategies and tactics were employed to best inform the residents and stakeholders of the issue.
2. A thorough process, that twice included trial pilot projects, was followed.
3. The Glasgow Street short-cutting traffic issue engagement aligned with the IAP2 Core Values.
4. The residents were engaged, knew the issues, understood the information, were able to communicate with the administration, but they simply did not like, or agree with, the administration's recommendation.

NTR Implementation Summary

Neighbourhood	Recommendations				
	Total	Implemented	Outstanding	Removed	Revised
2013 / 2014					
Mayfair	37	32	5	4	3
Kelsey Woodlawn	11	7	4	-	2
Brevoort Park	17	16	1	1	2
Caswell Hill	21	15	6	-	2
City Park	12	10	2	-	1
Haultain	17	11	6	-	-
Holliston	15	15	-	-	-
Hudson Bay Park	10	8	2	1	1
Nutana	28	23	5	1	1
Varsity View	19	13	3	3	-
Westmount	13	8	3	2	-
Subtotals	200	158	37	12	12
2015					
Adelaide-Churchill	24	19	5	1	-
Avalon	18	9	6	3	1
Confederation Park	9	9	-	-	-
Greystone Heights	24	20	4	-	-
Lakeview	15	13	-	2	1
Meadowgreen	12	7	4	1	2
Montgomery Place	28	25	2	1	1
Mount Royal	17	12	5	-	1
Subtotals	147	114	26	8	6
2016					
Grosvenor Park	32	19	13	-	2
Hampton Village	33	21	12	-	1
Lakeridge	28	15	11	2	1
Parkridge	9	5	4	-	-
Silverspring	10	5	5	-	-
Stonebridge	24	13	11	-	-
Sutherland	13	7	6	-	-
Willowgrove	31	21	9	1	-
Subtotals	180	106	71	3	4
Totals	527	378	134	23	22

Out of 527 implemented NTR recommendations, 23 have been removed. This is a 4.3% removal rate, indicating a very successful program. NTR recommendations include a wide variety of measures, such as: signs, pavement markings, pedestrian crossing devices and traffic calming measures.

Saskatoon Transit Tire Lease - Award of Contract

Recommendation

1. That the proposal submitted by Goodyear Canada Inc. for the supply of tires for Saskatoon Transit's conventional bus fleet for a total estimated cost over five years of \$1,174,700 (including GST and PST) be approved; and
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal.

Topic and Purpose

The purpose of this report is to request City Council approval to award a contract to Goodyear Canada Inc. to supply all tires for Saskatoon Transit's conventional bus fleet.

Report Highlights

1. A Request for Proposal (RFP) was advertised on September 26, 2018, and one proposal was received from Goodyear Canada Inc. which met the criteria and specifications, and therefore was compliant.
2. The total estimated cost for this contract is \$1,174,700 over a five-year period.

Strategic Goal

This report supports the Strategic Goal of Moving Around through strategically moving people around the city by providing an accessible and safe transit system. This report also supports the Strategic Goal of Asset & Financial Sustainability by strategically maintaining assets in order to minimize total costs.

Background

It was determined a number of years ago that there were several advantages to leasing tires versus purchasing tires, and as a result, Saskatoon Transit has been leasing tires for decades.

Lease rates are based on usage, therefore, tire failures not resulting from abuse or misuse are not charged to Saskatoon Transit. Also, as a tire stays in use longer, the lease rate decreases providing further savings. A typical tire can last over 80,000 km, or approximately 1.5 years. This results in Saskatoon Transit changing out approximately 575 tires a year.

Report

Saskatoon Transit's conventional fleet consists of 145 buses all with differing tire requirements:

- 6, 40-foot high-floor buses (which will all be replaced by the end of 2018);
- 121, 40-foot low-floor buses;
- 10, 60-foot low-floor articulating buses; and
- 8, 30-foot low-floor buses.

Currently in order to outfit these buses, Saskatoon Transit has a lease agreement with Goodyear Canada Inc., expiring on December 31, 2018.

Request for Proposal

A Terms of Reference was developed and an RFP was advertised on September 26, 2018 on SaskTenders for the supply of tires for Saskatoon Transit's conventional bus fleet. The tender closed October 24, 2018 and one proposal was received from the following firm:

- Goodyear Canada Inc. – Toronto, (ON)

The Evaluation Committee was comprised of three Saskatoon Transit staff members and the evaluation was based on the following matrix, outlined in the RFP:

Rated Criteria Evaluation	Maximum Available Points
Experience and Qualifications	15
Tire Construction Characteristics	15
Service	25
Delivery	25
Pricing	20
Total Maximum Available Points	100

A check for compliance was conducted and confirmed that the single proposal from Goodyear Canada Inc. was successful in meeting the specifications defined in the RFP.

Goodyear Canada Inc. (part of The Goodyear Tire & Rubber Company) has been manufacturing tires for the last 120 years, and has been leasing tires to the transit industry for over 100 years. With an Innovation center in Akron, OH and a test track in San Angelo, TX, Goodyear Canada Inc. is able to maintain its leadership position in product improvements and innovations.

Options to the Recommendation

An option to the recommendation is not to proceed with the lease agreement and have Saskatoon Transit purchase tires outright at an increased cost while also assuming the liability of tire damage and disposal. The added cost resulting from purchasing tires versus leasing tires would equate to approximately an additional annual cost of \$167,500, or \$837,500 over the five-year term.

Financial Implications

The total estimated cost of the tire leases tendered over the five-year period is \$1,174,700 (including GST and PST). The first year's funding is included in the proposed 2019 Operating Budget and along with subsequent years will be subject to funding approval.

Saskatoon Transit Tire Lease - Award of Contract

Five Year Price	\$1,058,289
GST (5%)	52,914
PST (6%)	<u>63,497</u>
Total Cost	\$1,174,700
GST rebate (5%)	<u>(52,914)</u>
Total Net Cost to the City	<u>\$1,121,786</u>

Other Considerations/Implications

There are no public and/or stakeholder involvement, communication, policy, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

There is no follow-up required.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Paul Bracken, Maintenance Manager, Saskatoon Transit
Reviewed by: James McDonald, Director of Saskatoon Transit
Approved by: Angela Gardiner, Acting General Manager, Transportation & Utilities Department

Admin Report - Saskatoon Transit Tire Lease - Award of Contract.docx

Request to Exceed in Excess of 25% of PO 381602, West Material Handling Facility Topsoil Stripping

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the Administration be given approval for PO 381602 with Arnold Earthmoving Ltd. for topsoil stripping work to exceed 25% of the purchase order value and be extended by \$57,359.25, including taxes; and
2. That Purchasing Services issue the appropriate change notice.

Topic and Purpose

The purpose of this report is to request City Council approval for PO 381602 with Arnold Earthmoving Ltd. to exceed 25% of the purchase order value.

Report Highlight

To complete the topsoil stripping work at the West Material Handling Facility, PO 381602 must be extended by \$57,359.25 (including taxes). The amount of topsoil removed was underestimated and additional grading work was required to level the site.

Strategic Goal

This report supports the Strategic Goal of Sustainable Growth by ensuring the Roadways, Fleet & Operations division and the Water & Waste Stream division are able to grow existing material handling capacity and maintain the ability to deliver necessary civic services as the city grows.

Background

To continue performing roadway and water and sewer maintenance on a growing inventory of infrastructure, the West Material Handling Facility is required to manage material such as sand, gravel, street sweeping debris, backfill material, and recycled asphalt product. The ability to store and dry backfill material for water and sewer connection repairs is necessary to support the ongoing operation of both the water distribution network and the sanitary sewer system. Additional storage for roadway construction materials such as gravel, street sweeping debris, and recycled asphalt is required for continued service delivery. Topsoil removal and some site grading was required to allow for the proposed site activities.

Report

New Site Preparation

In September 2018, a tender was publicly advertised for topsoil stripping and seeding of the West Material Handling Facility site.

The tender was awarded to Arnold Earthmoving Ltd. for a total cost of \$167,055.00 (including taxes).

Request to Exceed in Excess of 25% of PO 381602, West Material Handling Facility Topsoil Stripping

Additional work and material was required as the topsoil layer was thicker than anticipated and further site levelling was required for proper site drainage.

Policy Implications

The recommendation is in accordance with the Corporate Purchasing Procedure (Administrative Policy A02-027) where the request for extension exceeds 25% of the approved purchase order value and requires City Council approval.

Financial Implications

Details of the costs pertaining to PO 381602 with Arnold Earthmoving Ltd. are as follows:

Original Contract Cost	\$150,500.00
Additional Topsoil Stripping	32,550.00
Additional Grading Work	<u>19,125.00</u>
Subtotal	\$202,175.00
GST	10,108.75
PST	<u>12,130.50</u>
Total Revised Contract Cost	\$224,414.25
Less GST Rebate	<u>(10,108.75)</u>
Total Revised Net Cost to the City	<u>\$214,305.50</u>

There is sufficient funding in Capital Project #2259 – West Material Handling Facility to cover the additional costs.

The above shows that PO 381602 exceeds 25% of the original contract amount and therefore requires City Council approval.

Other Considerations/Implications

There are no options, public and/or stakeholder involvement, communication, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The majority of the work on this purchase order is complete. Seeding of the topsoil berms is to take place in the spring of 2019.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Brock Storey, Senior Operations Engineer
Reviewed by: Brandon Harris, Director of Roadways, Fleet & Operations
Approved by: Angela Gardiner, Acting General Manager, Transportation & Utilities Department

Request to Exceed in Excess of 25% of PO 371783, Roadways Downtown Snow Maintenance

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:

1. That the Administration be given approval for PO 371783 with Load Em' Up Hauling for the removal of snow to exceed 25% of the purchase order value and be extended by \$88,095 (including taxes); and
2. That Purchasing Services issue the appropriate change order.

Topic and Purpose

The purpose of this report is to request City Council approval for PO 371783 with Load Em' Up Hauling for snow removal to exceed 25% of the purchase order value.

Report Highlights

1. To meet the expected level of service for the downtown snow clearing of roadways adjacent to angle parking, PO 371783 must be extended by \$56,070 (including taxes).
2. To meet the expected level of service for snow clearing and removal on the Victoria Avenue cycle track, PO 371783 must be extended by an additional \$32,025 (including taxes).

Strategic Goal

This report supports the Strategic Goal of Moving Around by ensuring downtown streets adjacent to angle parking stalls remain cleared of snow following snow events, and the Victoria Avenue Cycle Track is clear of snow during the winter months.

Background

The City of Saskatoon Winter Road Maintenance Level of Service document was approved by City Council as part of the 2016 Budget package and subsequently updated for following years, with the current edition created on July 24, 2017. This includes requirements for roadway snow grading on Business Improvement District streets within 72 hours of snowfall ending and snow removal on sidewalks, pathways, and cycle tracks within 48 hours of snowfall ending.

In September 2017, a tender was publicly advertised for snow and ice clearing and removal for the downtown bus mall, downtown bike lanes, and downtown angle parking stalls for two years. In October 2017, the tender was awarded to Load Em' Up Hauling with a cost of \$169,722 per year, for a total cost of \$339,444 (including taxes).

Report

Angle Parking Roadway Snow Removal

The original contract did not include snow clearing and removal on the roads adjacent to the downtown angle parking stalls. Part way through the 2017-2018 winter season, snow clearing and removal on the adjacent roads was added to the contract as there are efficiencies in coordinating this work with a single contractor. The estimated cost for completing this work for the 2018-2019 winter season is \$53,400 (excluding taxes).

Victoria Avenue Cycle Track Snow Removal

Construction of the full length of the Victoria Avenue Cycle Track was completed in 2018. Clearing and removal of snow on the new cycle track is required for the 2018-2019 winter season in order to meet the established level of service. The estimated cost for completing this work for the 2018-2019 winter season is \$30,500 (excluding taxes).

Options to the Recommendation

City Council could instruct the Administration to issue a separate tender for the Victoria Avenue Cycle Track clearing. This option is not recommended, as the small scope of work reduces the likelihood of competitive pricing.

City Council could instruct the Administration to issue a separate tender for the Angle Parking Roadways snow removal. This option is not recommended, as a separate contractor working alongside the existing contractor is expected to cause coordination and safety issues.

City Council could instruct the Administration to use City crews and equipment to complete the additional work. It's not reasonable to use City staff as the timing is critical and the City will still be focussed on other snow event clean-up.

Policy Implications

The recommendation is in accordance with the Corporate Purchasing Procedure (Administrative Policy A02-027) where the request for extension exceeds 25% of the approved purchase order value and requires City Council approval.

Financial Implications

Details of the costs pertaining to PO 371783 with Load Em' Up Hauling are as follows:

Original Contract Cost	\$323,280.00
2017-2018 Change Order 1 Cost	39,400.00
Angle Parking Road Clearing Cost	53,400.00
Victoria Ave Cycle Track Clearing Cost	<u>30,500.00</u>
Subtotal	\$446,580.00
GST	<u>22,329.00</u>
Total Revised Contract Cost	\$468,909.00
Less GST Rebate	<u>(22,329.00)</u>
Total Revised Net Cost to the City	<u>\$446,580.00</u>

There is sufficient funding in the Roadways & Operations 2018 and 2019 Operating Budgets to cover the additional costs.

The above shows that PO 371783, Roadways Downtown Snow Maintenance exceeds 25% of the original contract amount, and therefore requires City Council approval.

Other Considerations/Implications

There are no public and/or stakeholder involvement, communication, environmental, privacy, or CPTED implications or considerations.

Due Date for Follow-up and/or Project Completion

The term for this contract is completed on May 15, 2019 and will be re-tendered for the following season.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by:	Daniel Martens, Operations Engineer
Reviewed by:	Brandon Harris, Director of Roadways, Fleet & Operations
Approved by:	Angela Gardiner, Acting General Manager, Transportation & Utilities Department

Admin Report – RT Exceed PO 371783 – Roadways Downtown Snow Maintenance.docx

Capital Project #1512 – Neighbourhood Traffic Management - Budget Adjustment

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:
That a budget adjustment in the amount of \$200,000 to Capital Project #1512 – Neighbourhood Traffic Management funded from the Traffic Safety Reserve, be approved.

Topic and Purpose

The purpose of this report is to request City Council approval for a budget adjustment to Capital Project #1512 – Neighbourhood Traffic Management funded from the Traffic Safety Reserve.

Report Highlights

1. Funding is being requested from the Traffic Safety Reserve to adjust a deficit in Capital Project #1512 – Neighbourhood Traffic Management for a total cost of \$200,000.
2. Additional costs were incurred due to the growing list of temporary traffic calming devices requiring maintenance, additional consultation efforts, and controversial recommendations.

Strategic Goal

This report supports the Strategic Goal of Moving Around by providing a transportation plan to guide the installation of traffic calming devices and pedestrian safety enhancements to improve the safety of pedestrians, motorists, and cyclists.

Background

The City's portion of revenues from the Red Light Camera and Automated Speed Enforcement programs are allocated to the Traffic Safety Reserve to fund traffic safety initiatives.

City Council, at its meeting held on August 13, 2013, approved the Neighbourhood Traffic Management program that includes a strategy to review concerns on a neighbourhood-wide basis by engaging the community and stakeholders in identifying specific traffic issues, and developing joint recommendations to address those issues. This initiative is managed through Capital Project #1512 – Neighbourhood Traffic Management.

Report

Traffic Safety Reserve Status

The Traffic Safety Reserve is funded through the City's portion of revenues from the Red Light Camera and Automated Speed Enforcement programs.

Capital Project #1512 – Neighbourhood Traffic Management - Budget Adjustment

The revenues cover the operational expenditures of these programs with the remaining funds earmarked to fund improvements on the transportation network to enhance safety for pedestrians, cyclists, and drivers.

An adjustment of \$200,000 is required to supplement Capital Project #1512 – Neighbourhood Traffic Management.

Status of Capital Project #1512 – Neighbourhood Traffic Management

Capital Project #1512 – Neighbourhood Traffic Management has incurred a deficit of \$200,000. A breakdown of the deficit is outlined below:

No.	Initiative	Amount
1	Temporary traffic calming measures	\$ 50,000
2	Additional consultation efforts	\$ 30,000
3	Controversial recommendations	\$120,000
Total		\$200,000

Temporary Traffic Calming Measures

As a result of the Neighbourhood Traffic Reviews (NTRs), there are currently 104 curb extensions and 134 median islands installed temporarily throughout the city. These traffic calming devices are installed with rubber curbing so their effectiveness can be determined prior to permanent installation.

The intent is to permanently install the traffic calming devices within five years of the NTR plan for a specific neighbourhood. Funding to date for the permanent traffic calming installations (Capital Project #1504 – Neighbourhood Traffic Review Permanent Installations) is insufficient to meet the growing list of temporary traffic calming measures that are installed each year from the NTR recommendations. This results in an ever increasing number of temporary traffic calming devices requiring ongoing maintenance and replacement.

Out of the 238 recommended traffic calming measures through the NTR plans, 5 curb extensions and 23 median islands have been installed permanently since the program began. The growing list of temporary devices requires additional maintenance costs to repair and replace damaged rubber curbs and signage knock-downs.

Additional Consultation Efforts

In 2017, the NTR Project Managers and Communications staff reviewed the communication and engagement plans for the NTRs to identify possible improvements. This was in an effort to address concerns expressed around a lack of resident participation at meetings that may contribute to overall community support for traffic calming measures at the implementation stage.

Communications (Inform):

As a result of the review, the following communication tools were added to the plan to better inform residents around the progress and opportunities for engagement:

- 'Subscribe for Updates' feature added and multiple email messages sent to the subscriber list;
- NTR meetings added to the City Events Calendar;
- Revised flyer messaging to encourage more input and participation;
- Mini billboards were installed in each neighbourhood in advance of each meeting;
- Community posters placed at high traffic zones and community gathering places to advertise first meeting;
- Facebook advertising for kick-off meetings;
- Revised implementation flyer to include list of recommendations and map; and
- Creation of door hangers prior to implementation.

Engagement (Consult):

In addition to community meetings, a number of additional engagement tools were added to the plan to provide more opportunity for residents to be engaged in the discussion. This ensures everyone has an early opportunity to voice any concerns/objections to potential traffic measures or are aware of the process but may decline to participate. This in turn should reduce the likelihood of surprising anyone or encountering significant opposition to the NTR plan recommendations after implementation.

- Saskatoon.ca/Engage discussion page set up for each NTR;
- Facebook Groups created for each NTR as an interim engagement tool until Saskatoon.ca/Engage was finalized;
- Introduced feedback forms and business cards so that residents could provide more input at the meeting as well as afterwards; and
- Held meetings in the neighbourhood to educate on the NTR process and collect feedback on traffic concerns.

Since improvements to both communications and engagement have been made, participation rates have increased in both 2017 and 2018. However, the enhanced communications have resulted in increased costs for the NTR program.

Controversial Recommendations

Throughout the NTR program, there have been instances where additional costs and efforts were required to implement the NTR recommendations. These circumstances cannot always be foreseen. They typically arise when a traffic calming measure is installed to address the concerns raised by residents through the NTR meetings, which is then opposed by other residents of the same neighbourhood.

Three examples of controversial recommendations and the additional work undertaken to address the concerns include:

1. Avalon Neighbourhood:
 - Third public meeting (a typical NTR process includes two meetings).
 - Glasgow Street pinch points 2016: flyer deliveries, additional traffic counts, survey, field observations, and removal of pinch points.

- Glasgow Street directional closure 2017: flyer deliveries, additional traffic counts, survey, field observations, removal of directional closure, review of traffic signal, and review of additional traffic calming alternatives.
2. Nutana Neighbourhood:
- Third public meeting (a typical NTR process includes two meetings).
 - 9th Street directional closure 2015: additional traffic counts, survey, flyer deliveries, removal of jersey barriers, and directional closure re-installation 2018.
 - 14th Street closure 2015: public meetings, flyer deliveries, additional traffic counts, design workshop, development of multiple traffic options, development of multiple urban designs of public space, and stakeholder working group meetings.
3. Grosvenor Park Neighbourhood:
- Copland Crescent 2016: survey, working group, pedestrian counts, traffic counts, and development of options.

Opposition to the newly identified traffic measures is challenging when it comes after implementation. The Administration makes every effort to engage residents along the way in the development of the new traffic plan. The new traffic plan, including all planned changes, is shared with residents prior to implementation in the form of a home-delivered notice.

Opposition is often tied to restrictive measures such as road closures and diverters as they limit access for people who live on the street. These measures are considered as a last resort for traffic calming and should only be used when other traffic calming devices do not address the issues.

Opposition to recommendations can also occur when there has been low representation from the neighbourhood during the development of the traffic plan. To address this, the team has revised consultation and communication efforts, as discussed above.

Public and/or Stakeholder Involvement

Public meetings are held for each of the NTRs as follows:

- An initial meeting with residents and stakeholders to identify specific traffic concerns and potential improvements;
- A second meeting to present a draft neighbourhood traffic plan for discussion; and
- A third meeting may be held if significant changes of the draft traffic plan are required.

Residents and business owners who cannot attend the meetings are able to view information and provide feedback via the City's online neighbourhood traffic concerns forums on Facebook and saskatoon.ca/engage website, or by phone, email, or mail.

The City's internal departments have an opportunity to provide input on the plan pertaining to the impact on their operations.

Communication Plan

For the NTRs, residents and stakeholders in each neighbourhood scheduled for the year are invited to attend two meetings. The meeting invitation is advertised/shared as follows:

- A flyer delivered to each residence in the neighbourhood;
- Through the City of Saskatoon Events Calendar at saskatoon.ca/events;
- Through the saskatoon.ca/engage website;
- Through the City website at saskatoon.ca/NTR;
- Via Facebook advertising;
- Billboards centrally placed within the neighbourhoods;
- Community posters placed at high traffic zones and community gathering places;
- Through requesting the neighbourhood community associations and schools to post the information on their website or social media pages; and
- By notifying the appropriate City Councillor.

The collection of issues and potential improvements are compiled through the following:

- The saskatoon.ca/engage website;
- Written submissions at the meetings;
- Written notes taken by the Administration at the meetings; and
- Written, verbal, and e-mail submission to the Administration.

Financial Implications

The resources required to supplement the Capital Project #1512 – Neighbourhood Traffic Management deficit as outlined in this report are estimated at \$200,000, and are recommended to be funded from the Traffic Safety Reserve. There is sufficient funding in the Traffic Safety Reserve to provide this funding.

Other Considerations/Implications

There are no options, policy, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

No follow-up report is planned.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Report Approval

Written by: Nathalie Baudais, Senior Transportation Engineer, Transportation
Reviewed by: David LeBoutillier, Acting Engineering Manager, Transportation
Jay Magus, Acting Director of Transportation
Approved by: Angela Gardiner, Acting General Manager, Transportation & Utilities Department

Complete Streets Policy

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council:
That the proposed Street Design Policy be approved.

Topic and Purpose

The purpose of this report is to request City Council approval of the proposed Street Design Policy (Policy).

Report Highlights

1. The proposed Policy is a process that will be effective during the design of streets to accommodate the movement for all transportation modes.
2. Adjacent land use and the transportation system will also be considered for safety and convenience for all roadway users including movement of dangerous goods.

Strategic Goals

This report supports the Strategic Goal of Moving Around by supporting accessible street design for all modes of transportation including: walking; cycling; taking transit; and driving. Providing attractive options, other than driving, works towards accomplishing the City's transportation choice (mode share) target and alleviating congestion while promoting a healthy city.

This report also supports the Strategic Goal Quality of Life by promoting active living through street design that considers all modes of transportation and users of all ages and abilities.

Background

City Council, at its meeting held on October 23, 2017, resolved, in part:

- “1. That the Complete Streets Design and Policy Guide be adopted in principle;
2. That the Administration proceed with preparing a Council Policy based on the Complete Streets Design and Policy Guide provided in this report; and”

Report

The Administration has drafted a Policy that is based on the Complete Streets Design and Policy Guide (CSDPG). The Policy highlights context-sensitive street design and street design for people of all ages, and all levels of mobility.

Across North America cities are moving towards using comprehensive street design methods by taking into consideration the following:

- Land use
- The transportation system
- Street network function
- The movement of dangerous goods across the city is maintained

The purpose and function of the Policy is to promote building high quality, inclusive ways for people to travel in Saskatoon to have safe connections for all modes of transportation.

Streets are an important part of creating liveable and attractive communities. All people, regardless of ability, age, or income should have access to safe, comfortable, and convenient travel regardless if they are moving by foot, bike, bus, or vehicle.

Complete Streets Configurations

A Complete Streets approach to street design includes people and place through the processes of planning, design, construction, and operation of the transportation network.

A Complete Street can come in many forms. Victoria Avenue is a complete street due to its high importance to the city-wide active transportation network and local traffic requirements for motor vehicles. The redesign considered the accommodation of active modes and motor vehicle travel and took into account the neighbourhood context and street development. Alternatively, a freeway is also a complete street, since its intended function is to move vehicles across the city and serve as a route to transport dangerous goods.

Universal design is an important part of street design as it refers to the design and composition of an environment so that it may be accessed, understood, and used by people of any age, ability, or disability in the most independent and natural manner possible. These principles help to build a transportation network for all modes that is safe, reliable, intuitive, and consistent to provide simpler ways for pedestrians, cyclists, transit users, and drivers to navigate.

The Policy will meet the goals and aid in the implementation of the Active Transportation Plan by including consideration of all road users in a deliberate manner.

As the Administration moves forward with projects such as the Corridor Growth plan and the Bus Rapid Transit plan, street design will play an important role. Projects that affect streets will go through a street design process to incorporate principles as outlined in Attachment 1. A comprehensive street design process that includes a universal design lens, and additional consideration of the travel modes present and their relationship to land use and built form will ensure the street design is successful.

Public and/or Stakeholder Involvement

Extensive public and stakeholder engagement was completed during the development of the Complete Streets Design and Policy Guide through the Growth Plan to Half a Million project. On October 2, 2017, the Complete Streets Design and Policy Guide was presented to the Developers Liaison Committee. At that meeting the concept of context-sensitive street design was presented and well received.

Additional information will be provided to and discussed with stakeholders as the Administration proceeds with updates to the Design and Development Standards Manual to correspond with the Policy.

Further engagement with stakeholders will take place as part of the updates to the City of Saskatoon Design and Development Standards Manual and Specifications to correspond with the Street Design Policy.

Communication Plan

The policy, if approved, will be posted to the City website (Saskatoon.ca) and information will be provided to development agencies. As well, the updated Policy will be shared with key internal City agencies.

Other Considerations/Implications

There are no options, financial, environmental, privacy, or CPTED considerations or implications.

Due Date for Follow-up and/or Project Completion

If approved, the policy will be published on the City website.

Public Notice

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Attachment

1. Street Design Policy

Report Approval

Written by:	Chelsea Lanning, Transportation Engineer, Transportation
Reviewed by:	David LeBoutillier, Acting Engineering Manager, Transportation Jay Magus, Acting Director of Transportation
Approved by:	Angela Gardiner, Acting General Manager, Transportation & Utilities Department

Admin Report - Complete Streets Policy.docx

CITY OF SASKATOON COUNCIL POLICY

NUMBER

POLICY TITLE <i>Street Design Policy</i>	ADOPTED BY:	EFFECTIVE DATE
ORIGIN/AUTHORITY Council Item 8.4.2 adopted October 23, 2017	CITY FILE NO. TS 6320-1	PAGE NUMBER 1 of 2

1. PURPOSE

- a) To plan and design existing and retrofit streets to effectively support the movement of people of all ages and levels of mobility by providing appropriate and accessible facilities that support pedestrians, cyclists, transit users, as well as motor vehicles; and integrating the street environment with existing and future land uses.
- b) To improve safety and accessibility for all road users and provide guidance on how to incorporate Complete Streets concepts into the planning, design, construction of new streets, and reconstruction of existing streets.
- c) To integrate best practices of universal design throughout all elements of the right of way.
- d) To better accommodate pedestrians, cyclists, transit users, and motorists in a more cohesive manner.
- e) To provide transportation options that promote a healthier, more active community by creating livable neighbourhoods that encourage people to travel by walking, cycling, and taking transit.
- f) To guide operations and maintenance of existing and new streets to support the movement of people of all ages, abilities, and levels of mobility along streets.

2. DEFINITIONS

For the purposes of this policy, the following definitions are used:

- 2.1 Complete Street is a street that provides safe connection for users of all ages, abilities, and modes of travel; street design is centered on the present and future context of the street and corridor.
- 2.2 Universal Design in this context, is the design and composition of a street so that it can be accessed, understood, and used to the greatest extent possible by all people regardless of their age, ability or disability, in the most independent and natural manner possible without the need for adaptation, modification, assistance, or specialized devices.

3. POLICY

The Transportation Division shall have the authority to review and approve the design of all public streets, including new and retrofit designs.

3.1 General

- a) Design of new streets shall be reviewed through a Complete Streets lens, ensuring that they meet the principles outlined in the Complete Streets Design and Policy Guide;
- b) All retrofit design of existing streets shall be reviewed through a Complete Streets lens, ensuring that improvements to the existing transportation system are captured;
- c) Development along a street shall be integrated with the street and respect the character of the street and principles of the street design policy;
- d) The principles of Complete Street design include:
 - i. Serve and support existing and planned land use and built form context;
 - ii. Encourage people to travel by walking, cycling, and transit;
 - iii. Provide transportation options for people of all ages and abilities through universal design;
 - iv. Enhance the safety and security of urban streets;
 - v. Create a network of streets that offer mobility options for all users;
 - vi. Provide opportunities for improved health and recreation to people in the community by providing active, safe streets;
 - vii. Create available, active, and attractive public space within the street corridor.

4. RESPONSIBILITIES

4.1 General Manager, Transportation & Utilities Department

The General Manager, Transportation & Utilities Department, or designate, will:

- a) Administer, review, and recommend updates to the policy.

4.2 General Manager, Community Services Department

The General Manager, Community Services Department, or designate, will:

- a) Confirm land use and built form context as they are proposed or changed to confirm cohesiveness with street design.

4.3 City Council

- a) Review and approve amendments to this policy.