

AGENDA

REGULAR BUSINESS MEETING OF CITY COUNCIL

Monday, April 29, 2019

1:00 p.m.

Council Chamber, City Hall

Pages

1. NATIONAL ANTHEM AND 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 the Regular Business Meeting of City Council held on March 25, 2019, be adopted.

5. PUBLIC ACKNOWLEDGMENTS

5.1 Council Members

This is a standing item on the agenda in order to provide Council Members an opportunity to provide any public acknowledgements.

6. UNFINISHED BUSINESS

7. QUESTION PERIOD

8. CONSENT AGENDA

Recommendation

That the Committee recommendations contained in Items 8.1.1 to 8.1.8; 8.2.1 to 8.2.5; 8.3.1 to 8.3.3; 8.4.1 to 8.4.3; 8.5.1 to 8.5.2 be adopted as one motion.

8.1 Standing Policy Committee on Planning, Development & Community Services

- 8.1.1 Public Art Advisory Committee 2017-2018 Annual Report and 2019 Work Plan [File No. CK 175-58] 11 - 26**

Recommendation

That the information be received.

- 8.1.2 Friends of the Bowl Foundation Inc. - Approval of Board of Directors for 2019 [File No. CK 175.62 and RCD 4206-GO1-2] 27 - 30**

Recommendation

1. That the Board of Directors for the Friends of the Bowl Foundation Inc., as noted in the April 8, 2019 report of the General Manager, Community Services Department, be approved;
2. That the City of Saskatoon, being a member of the Board of Directors of the Friends of the Bowl Foundation Inc., appoint Lynne Lacroix or her designate, as its proxy to vote on its behalf at the Annual General Meeting of the members of the Friends of the Bowl Foundation Inc., to be held on May 22, 2019, or at any adjournment(s) thereof; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the appropriate documents under the Corporate Seal as prepared by the City Solicitor.

- 8.1.3 License Agreement – Globe BMX Inc. [File No. CK 4205-20 and RCD 610-10] 31 - 36**

Recommendation

1. That City Council approve the Globe BMX Inc. License Agreement between the City of Saskatoon and Globe BMX Inc.; and
2. That the City Solicitor be requested to prepare the appropriate agreements and that His Worship the

Mayor and the City Clerk be authorized to execute the appropriate agreements under the Corporate Seal.

- 8.1.4 Grasswood Mixed Use Node Market Impact Study Summary Report [File No. CK 4240-1 and PL 4240-22 (BF 057-18)]** 37 - 41
- Recommendation**
That the information be received.
- 8.1.5 Inquiry – Councillor D. Hill - Regulation of Kennels (September 19, 2016) [File No. CK 4350-65 and BF 028-18]** 42 - 145
- Attachment 1 is provided electronically due to size.
- Recommendation**
That the information be received.
- 8.1.6 Revised On-Street Mobile Food Truck Policy No. C09-039 [File No. CK 300-11, x300-0]** 146 - 162
- Recommendation**
1. That the proposed amendments to Policy C09-039, On-Street Mobile Food Truck Policy, as outlined in the April 8, 2019 report of the General Manager, Community Services Department, be approved; and
 2. That the proposed extension to the mobile food trucks operating adjacent to neighbourhood parks pilot program, as outlined in the April 8, 2019 report of the General Manager, Community Services Department, be approved.
- 8.1.7 Chief Whitecap Off-Leash Recreation Area Amendment to Animal Control Bylaw, 1999, Bylaw No. 7860 [File No. CK 4205-38 and RCD 4206-WC]** 163 - 167
- Recommendation**
That the City Solicitor be instructed to amend Bylaw No. 7860, *The Animal Control Bylaw, 1999*, to designate an Off-Leash Recreation Area in Chief Whitecap Park.
- 8.1.8 Safe Consumption Site in Saskatoon – Councillor R. Donauer [File No. CK 500-1]** 168 - 172
- A letter requesting to speak from Jason Mercredi, AIDS Saskatoon, dated April 16, 2019 is provided.

Recommendation

That the information be received and referred to the Board of Police Commissioners for consideration.

8.2 Standing Policy Committee on Finance

- 8.2.1 Saskatoon Centennial Auditorium & Convention Centre Corporation ("TCU Place") Written Meeting Procedures [File No. CK. 175-28]** 173 - 187

Recommendation

That the information be received.

- 8.2.2 Notice of Annual Member's Meeting - Saskatchewan Place Association Inc. - May 1, 2019 [File No. CK. 175-31]** 188 - 193

Recommendation

That the City of Saskatoon, being a member of the Saskatchewan Place Association Inc., appoint Mayor Charlie Clark, or in his absence, Councillors Troy Davies or Ann Iwanchuk, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of the Saskatchewan Place Association Inc., to be held on the 1st day of May, 2019, or at any adjournment or adjournments thereof.

- 8.2.3 Annual Reporting under Fee-for-Service Agreement – Tourism Saskatoon [File No. CK. 1870-10]** 194 - 218

Recommendation

That the Tourism Saskatoon 2018 Audited Financial Statements and additional documents submitted under letter dated March 27, 2019 be received as information.

- 8.2.4 Corporate Risk Annual Report 2018 [File No. CK. 430-80]** 219 - 246

Recommendation

That the information be received.

- 8.2.5 SREDA – Business Incentives – 2019 Tax Abatements [File No. CK. 3500-13]** 247 - 252

A letter requesting to speak from Mr. Alex Fallon, President & Chief Executive Officer, Saskatoon Regional Economic Development Authority (SREDA), dated April 11, 2019, regarding the above Administrative report, is provided.

Recommendation

That the 2019 incentive abatements as determined by the Saskatoon Regional Economic Development Authority be approved.

8.3 Standing Policy Committee on Environment, Utilities & Corporate Services

- 8.3.1 Motion – Councillor Loewen – Improving Solid Waste Systems [CK. 7830-1]** 253 - 272

Recommendation

That the information be received.

- 8.3.2 Climate Change Projections and Possible Impacts for Saskatoon [CK. 375-5]** 273 - 293

A letter submitting feedback from Sara Harrison, Chair, Saskatoon Environmental Advisory Committee, dated April 23, 2019, is provided.

Recommendation

That the information be received.

- 8.3.3 Request for Sanitary Sewer Charge Exemption – OSP Community Development Corporation [CK. 1905-2]** 294 - 296

Recommendation

1. That the request for sanitary sewer charge exemption for OSP Community Development Corporation, 2610 St. Henry Avenue, Saskatoon, Saskatchewan, be approved; and
2. That the Director of Corporate Financial Services be requested to remove the sanitary sewer charge from the above applicant's Utility Bill for water meter #106682, retroactive to the date of the water meter installation January 3, 2019.

8.4 Standing Policy Committee Transportation

- 8.4.1 2018 Annual Report and 2019 Work Plan - Saskatoon Accessibility Advisory Committee [File No. CK 430-1]** 297 - 305

Recommendation

That the 2018 Annual Report and 2019 Work Plan of the Saskatoon Accessibility Advisory Committee be received as

information.

- 8.4.2 Sid Buckwold Bridge and Ramps Rehabilitation Update [Files CK 6050-6 and TS 6050-104-04] 306 - 315**

Recommendation

That the report of the General Manager, Transportation & Construction Department dated April 1, 2019, be received as information.

- 8.4.3 Replacement Program for Seasonal Taxi Licences [Files CK 307-4 and PL 7001-1] 316 - 326**

Recommendation

That the City Solicitor be requested to amend Bylaw No. 9070, The Taxi Bylaw, 2014, to replace the Seasonal Taxi Licence Program with the Enterprise Taxi Licence Program, as outlined in the report of the General Manager, Community Services Department, dated April 1, 2019.

8.5 Governance and Priorities Committee

- 8.5.1 Governance Review - Civic Naming Committee - Terms of Reference (File No. CK. 225-85) 327 - 332**

Recommendation

That the Terms of Reference for The Civic Naming Committee as attached to the report of the City Solicitor dated April 15, 2019 be approved.

- 8.5.2 SUMA Membership and Elections to the FCM Board (File No. CK. 155-3 x 155-2) 333**

Recommendation

That City Council forward a letter to SUMA as outlined in this report.

9. COMMITTEE REPORTS

- 9.1 Standing Policy Committee on Planning, Development & Community Services**
- 9.2 Standing Policy Committee on Finance**
- 9.3 Standing Policy Committee on Environment, Utilities & Corporate Services**

9.4 Standing Policy Committee Transportation

- 9.4.1 City of Saskatoon Impound Lot Business Model [Files CK 6120-6, PL 5302-001 & AF 5300-1] 334 - 342**

Recommendation

That rate changes for the City-owned Impound Lot be brought forward as part of the 2020/2021 Multi-Year Business Plan and Budget Process.

9.5 Governance and Priorities Committee

10. ADMINISTRATIVE REPORTS

10.1 Transportation & Construction

- 10.1.1 Downtown Active Transportation Network [File No. CK. 6000-5 x 4110-2] 343 - 437**

Attachment 1 and 2 are provided electronically due to size.

The Administration will provide a presentation.

Letters from the following are provided:

Request to Speak

- John Williams, Canwest Commercial and Land Corporation, dated April 23, 2019

Submitting Comments

- Jonathan Naylor, dated April 18, 2019; and
- Nancy Allan, dated April 23, 2019.

Recommendation

The Administration recommends that City Council adopt Option 1, and establish the Downtown Active Transportation Network along 3rd Avenue, 19th Street, and 23rd Street.

10.2 Utilities & Environment

10.3 Community Services

- 10.3.1 Bus Rapid Transit Route and Configuration for Downtown [File No. CK. 4110-2] 438 - 507**

Attachment 1 is provided electronically due to size.

The Administration will provide a presentation.

A letter requesting to speak from John Williams, Canwest Commercial and Land Corporation, dated April 23, 2019, is provided.

Recommendation

That City Council approve the 1st Avenue option as the north-south Downtown connection for the Bus Rapid Transit network.

10.3.2	Bus Rapid Transit Route and Configuration for Nutana [File No. CK. 4110-2]	508 - 575
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Attachment 1 is provided electronically due to size.

The Administration will provide a presentation.

A letter requesting to speak from Peggy Sarjeant, Saskatoon Heritage Society, dated April 23, 2019, is provided.

Recommendation

That City Council approve Option 3: Broadway Avenue Deferred Configuration Decision, for the Bus Rapid Transit system within the Nutana area.

10.3.3	Bus Rapid Transit Route Network and Configuration [File No. CK. 4110-2]	576 - 632
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Attachment 1 is provided electronically due to size.

The Administration will provide a presentation.

A letter requesting to speak from Greg Fowler, University of Saskatchewan, Vice-President Finance and Resources, dated April 12, 2019, is provided.

Recommendation

That City Council approve the Bus Rapid Transit route network as proposed, including dedicated transit lanes and conceptual station locations and including any decisions on the Downtown and Nutana segment options, which are dealt with in preceding reports.

10.3.4	Downtown Event and Entertainment District – Next Steps [File No. CK. 611-3]	633 - 636
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Recommendation

That the report of the General Manager, Community Services Department, dated April 29, 2019, be received as information.

10.4 Saskatoon Fire

10.5 Corporate Financial Services

10.5.1 2019 Property Tax Levy and BID Levies - Proposed Bylaws 9569, 9570, and 9571 [File No. CK. 1905-5] 637 - 652

Recommendation

1. That Bylaw No. 9570, *The Saskatoon Property Tax Bylaw, 2019* be considered;
2. That Bylaw No. 9571, *The School Division Property Tax Bylaw, 2019* be considered; and
3. That Bylaw No. 9569, *The Business Improvement Districts Levy Bylaw, 2019* be considered.

10.6 Strategy & Transformation

10.7 Human Resources

10.8 Public Policy & Government Relations

11. LEGISLATIVE REPORTS

11.1 Office of the City Clerk

11.2 Office of the City Solicitor

11.2.1 The Code of Ethical Conduct for Members of City Council Bylaw, 2019 - Proposed Bylaw 9537 [File No. CK. 255-17] 653 - 692

Recommendation

1. That City Council consider Bylaw No. 9537, *The Code of Ethical Conduct for Members of City Council Bylaw, 2019*, as amended by the Governance and Priorities Committee; and
2. That the Code of Conduct for Members of Saskatoon City Council, adopted by City Council on March 12, 2012, be repealed.

12. OTHER REPORTS

13. INQUIRIES
14. MOTIONS (NOTICE PREVIOUSLY GIVEN)
15. GIVING NOTICE
16. URGENT BUSINESS
17. IN CAMERA SESSION (OPTIONAL)
18. ADJOURNMENT



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Public Art Advisory Committee 2017 – 2018 Annual Report and 2019 Work Plan

Recommendation of the Committee
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That the information be received.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, the 2017-2018 Annual Report and 2019 Work Plan of the Public Art Advisory Committee, dated March 31, 2019, was considered.

Attachment

March 31, 2019 Public Art Advisory Committee 2017-2018 Annual Report and 2019 Work Plan

March 31, 2019

Secretary, SPC on Planning, Development & Community Services

**Re: 2017/2018 Annual Report and 2019 Work Plan
Public Art Advisory Committee (File No. CK. 175-58)**

The function and mandate of the Public Art Advisory Committee ("PAAC") is to:

1. Adjudicate and approve works of art and the placement of public art on behalf of City Council and the Administration for placement in open space, civic facilities and other City-owned property (with the exception of the Remai Modern Art Gallery), in accordance with Policy No. C10-025, *Public Art Policy*.
2. Provide advice to City Council on the:
 - purchase and donation of works of art; and
 - revision or development of any City policies regarding public art, memorials or commemorations
3. Provide advice to the Administration concerning the de-accessioning of artworks.
4. Educate artists and community groups regarding the City's Public Art Program.
5. Review location for appropriateness for memorials or commemorations, appoint members to the Commemorative Review Committee, and review and comment on artistic merit of a proposed commemorative work or proposed memorial in accordance with Policy C09-038, *Commemorations and Monuments Policy*.
6. Consider the Calls to Action of the Truth and Reconciliation Commission in adjudicating, approving and placing works of public art or commemorations or memorials on behalf of City Council.

Committee Membership

Membership on the Committee for the last two years was as follows:

- Ms. Muveddet Al-Katib
- Ms. Joan Borsa
- Ms. Anahit Falihi
- Ms. Gale Hagblom
- Mr. Jeremy Morgan
- Ms. Tamara Rusnak
- Ms. Barbara Stehwien

For 2019, the membership has been increased to include one representative from the youth community and two from the First Nations or Métis communities, as well as a non-voting Council resource member. Currently, the members are as follows:

- Ms. Muveddet Al-Katib
- Ms. Joan Borsa
- Ms. Lilia Buza
- Ms. Sasha Chilibeck
- Ms. Gale Hagblom
- Mr. Jeremy Morgan
- Ms. Tamara Rusnak
- Ms. Barbara Stehwien
- Ms. Maryann Yeomans
- One citizen vacancy
- Councillor Mairin Loewen

Work Plan Goals and Accomplishments

The work plan goals of the Committee in 2017 and 2018 were as follows. Under each goal, a summary of the accomplishments of the Committee is provided.

2017 Work Plan

Truth and Reconciliation Initiatives: two Committee members participated in the adjudication of the Saskatoon Tribal Council and City of Saskatoon Canada 150 Commemorative Art Work. The Committee recommended approval of the selection of 'Where Our Paths Cross' in accordance with its mandate, and the Committee Chair attended ceremonies for the project. In addition, on behalf of the Committee, the Chair wrote a letter requesting guidance from Council on matters arising from the Report of the Truth and Reconciliation Commission and the lack of Indigenous membership on the PAAC and spoke to it at the Standing Policy Committee on Planning, Development and Public Services.

Participated in Placemaker activities: the Committee guided the 2017 Placemaker program and selected works by: Tony Stallard for Broadway; Susan Shantz for Broadway, Riversdale and Downtown; Emmanuel Jarus for Downtown; and, Erin Siddall and Sean Arden for Downtown and Riversdale. Members of the Committee attended the launch of the 20th Anniversary Catalogue in the main branch of the Public Library.

Contributed to the growth of the City's Art Collection; through review and approval of the donation of Tony Stallard's "Land of Berries" and Moriyuki Kono's "Soaring".

Provided educational opportunities in public art: with support from administrative staff and members of the arts community, in November 30 - December 02 the Committee brought public arts consultant Barbara Cole to share her experiences and thinking re recent developments in public art, in particular in the City of Vancouver. Ms. Cole's visit began with a public talk on her practice and a question and answer session at the

Library's Frances Morrison Auditorium. She attended a discussion session with the Public Art Advisory Committee, met with Gallery and academic staff at the University of Saskatchewan and led a workshop for Saskatoon artists and other cultural workers.

Connected with other City-based activities in public art: meeting with staff and community members to discuss the placement of art through the 21st Street Streetscape Project; a member of the Committee participated in the selection of work in the Urban Canvass (SCYAP) Traffic Cabinets Project.

2018 Work Plan

Truth and Reconciliation: members of the Committee attended the unveiling of "Where Our Paths Cross" and also attended the annual Wichitowin conference.

Strategic Retreat: the Committee and staff held a planning retreat on March 18 led by public arts consultant Annalee Adair. From this emerged an analysis of challenges and opportunities facing the Committee as well as a substantial list of Strategic Priorities for the next several years including:

- linking public art to other City activities;
- enhancing the profile of public art and its value in the community;
- influencing Committee membership succession;
- strengthening the relationship with the Standing Committee and Council; and,
- supporting new thinking and approaches to funding public art, an issue on which the Committee Chair later spoke to the Standing Committee as it was proposed by staff

Public education initiatives: the Committee decided to engage public arts consultant Marie Lopes of the Vancouver Parks Board to hold a workshop in early 2019 aimed at helping community groups to participate in public art projects.

Placemaker Program: discussions regarding the future placement of art in the Business Improvement Districts led to a meeting with various stakeholders in which PAAC participated. It was decided to develop a new approach to the Placemaker program which entailed contracting with a professional curator to work with the BIDS in the placement of public art, such works to be approved by the PAAC in accordance with its mandate.

Committee Terms of Reference: the Committee participated in the City-wide review and submitted feedback to the Clerk's Office accordingly.

Related City activity: the Committee decided to support a workshop led by Indigenous artist Adrian Stimson at the 2019 Winter City Shakeup conference hosted by the City of Saskatoon.

In addition, Appendix 1 provides a summary of key topics and resolutions by meeting, and Appendix 2 provides a summary of the yearly expenditures.

2017/2018 Reports and Communications

Reports/Recommendations Submitted to the Standing Policy Committee on Planning, Development and Community Services:

1. Recommendation re: Offer to Donate Artwork – Land of Berries – April 3, 2017 via Admin report:

That the Public Art Advisory Committee support the City of Saskatoon accepting an offer by Tony Stallard to donate "Land of Berries".

2. Recommendation re: 2018 Proposed Budget PAAC – March 21, 2017:

That a proposed budget of amount of \$6,000 (an increase of \$2,000 from \$4,000 in 2017), be considered for approval and inclusion in the 2018 Business Plan and Budget for review at the appropriate time.

3. Recommendation re: Commemorative Artwork – Where Our Paths Cross – May 29, 2017 via Admin report:

That the Public Art Advisory Committee recommend approval of the location and artistic merit of the commemorative artwork, "Where Our Paths Cross".

4. Recommendation re: Offer by Moriyuki Kono to Donate Sculpture "Soaring" – June 1, 2017 - via memo to the Arts & Culture Consultant.

That the Public Art Advisory Committee recommend accepting the offer from artist Moriyuki Kono, to donate his sculpture entitled "Soaring" to the City of Saskatoon as outlined in the report of the General Manager, Community Services Department dated May 12, 2017.

5. Report – 2015/2016 Annual Report – October 30, 2017

That the PAAC Annual Report - 2015 and 2016 be forwarded to City Council for information.

6. Recommendation re: 2019 Proposed Budget PAAC – June 13, 2018

That a proposed budget of amount of \$10,000 (an increase of \$4,000 from \$6,000 in 2018), be considered for approval and inclusion in the 2019 Business Plan and Budget for review at the appropriate time.

Reports/Recommendations Submitted to the Governance and Priorities Committee:

1. Recommendation re: Composition of PAAC – December 11, 2017

That the letter be received as information and included with Phase Two of the Governance Review of Advisory Committees being undertaken by the Leadership Team Governance Subcommittee, which will address committee composition.

Communication by Committee Representatives (Chair, Vice-Chair, or designate) to the local media: None

Work Plan for 2019

In 2019, Committee will:

Partner with the University of Saskatchewan Department of Art and Art History and the University Art Galleries to bring Governor General's Award winning and former Saskatoon resident Indigenous artist Adrian Stimson to lead a workshop at the Winter Cities conference "Winter Cities Shakeup", give a lecture and conduct studio visits on campus and give a public talk on his work.

Bring public arts consultant Marie Lopes of Vancouver Parks Board to: give a public talk on current thinking and practices regarding community art in public spaces; meet with the Public Art Advisory Committee to extend the discussion; and, hold a workshop for approximately 20 Saskatoon artists to assist them in the development of their practices. The visit will include contact with local media and visits to the Remai Modern Art Gallery and the University Art Galleries.

The artists' workshop will be part of series of workshops which have been held over a number of years to develop either the work of participants in public art or the capacity of local artists to compete for public projects. Given Saskatoon's changing demographics it may be timely to consider the need for a workshop focused on the needs of artists unfamiliar with responding to City processes and requests for proposals for public art projects.

The Committee will work with Administration and the Business Improvement Districts to enhance the Placemaker Program by hiring a curator to work directly with the BIDS to determine the 2019 public art placement in their districts. The intent is to bring professional curatorial practice into a collaborative relationship with the BIDs as front line stakeholders.

The PAAC will participate in the Creative Cities Summit being hosted by the City in October firstly by supporting the participation of some of its members in the Summit and secondly by contributing to the quality of the visitors' experience through an activity aimed at an understanding of and exposure to Saskatoon's public art. While the exact nature of this programming has not yet been determined, it will likely take the form of a presentation on and a tour of the public art.

Build out and continue to implement the results of the Strategic Planning Retreat, which will inform future annual work plans.

ATTACHMENTS

1. Appendix 1 – 2017/2018 Meeting Summary
2. Appendix 2 – 2017/2018 Expenditures

Yours truly,



 Jeremy Morgan, Chair
Public Art Advisory Committee

**Appendix 1 –
2017 Meeting Summary – Key Topics and Resolutions**

Meeting	Summary – Key Topics and Resolutions
January	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Canada 150 STC-TRC Commemorative Art Project - Civic Capital Project Public Art - 2017 Conservation Plan - Public Art Workshop for Emerging Artists - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
	<p><u>Report - Offer to Donate Artwork – Land of Berries</u></p> <p><i>Committee resolved:</i> <i>That the Public Art Advisory Committee support the City of Saskatoon accepting an offer by Tony Stallard to donate "Land of Berries".</i></p>
February	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Canada 150 STC-TRC Commemorative Art Project - Missing and Murdered Aboriginal Women Monument - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
March	<p><u>Communications:</u></p> <ul style="list-style-type: none"> - 21st Streetscape Project - Presentation by H. Lau, Urban Design (with Speakers) <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>

	<p><u>2017 Budget</u></p> <p><i>Committee resolved:</i> <i>That a portion of the 2017 Public Art Advisory budget be used for a workshop for artists and a film series.</i></p> <p><u>Proposed Budget for 2018</u></p> <p><i>Committee resolved:</i> <i>That a proposed budget of amount of \$6,000 (an increase of \$2,000 from \$4,000 in 2017), be forwarded to the Standing Policy Committee on Planning, Development and Community Services for approval and inclusion in the 2018 Business Plan and Budget for review at the appropriate time.</i></p>
April	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Follow-up – 21st Streetscape Project - Placemaker Program – Unveiling of 20th Anniversary Catalogue <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
	<p><u>Report - Review of Commemorative Artwork - "Where Our Paths Cross"</u></p> <p><i>Committee resolved:</i> <i>That the Public Art Advisory Committee recommend approval of the location and artistic merit of the commemorative artwork, "Where Our Paths Cross".</i></p>
May	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - 21st Streetscape Project - Urban Canvas Exercise (SCYAP) Traffic Cabinets - Placemaker Program <p><i>Committee resolved:</i> <i>1. That the minutes of the adjudication meeting of the Public Art Advisory Committee held on April 7, 2017, be adopted and that their content remain In Camera under Section 16(1)(b) of LAFOIPP;</i></p>

	<p>2. That the Placemaker Program (and other) verbal updates be received as information; and</p> <p>3. That the following artworks, be selected and approved for placement in the 2017 Placemaker Program:</p> <ul style="list-style-type: none"> • Treaty 6 (working title only) - Tony Stallard - Broadway - \$14,000 • We Are the River - Susan Shantz - Broadway, Downtown, Riversdale - \$7,000 • Protector Series (preliminary concept) - Emmanuel Jarus - Downtown - \$11,000 • Missaskwatoomina View - Erin Siddall and Sean Arden - Downtown and Riversdale - \$13,000
	<p><u>Report – Offer by Moriyuki Kono to Donate Sculpture “Soaring”</u></p> <p>Committee resolved: That the Public Art Advisory Committee recommend accepting the offer from artist Moriyuki Kono, to donate his sculpture entitled "Soaring" to the City of Saskatoon as outlined in the report.</p>
June	Cancelled due to lack of agenda items.
September	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Installation of "Soaring" by Moriyuki Kono - Commemorative Artwork – "Where Our Paths Cross" - Maintenance and Conservation - Consideration of Outdoor Mendel Sculptures - Culture Plan Refresh - Placemaker Program <p>Committee resolved: That the information be received and that feedback regarding the Mendel Sculptures, as captured, be provided to the Remai Modern.</p>

	<p><u>Report of the Chair</u></p> <ul style="list-style-type: none"> - PAAC Annual Report – 2015 and 2016 <p><i>Committee resolved:</i> <i>That the PAAC Annual Report - 2015 and 2016 be submitted to the Standing Policy Committee on Planning, Development and Community Services to forward to City Council for information.</i></p>
October	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Outdoor Mendel Sculptures – Next Steps - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
November	<p><u>Report of the Chair</u></p> <ul style="list-style-type: none"> - PAAC Annual Report – 2015 and 2016 – Follow-up <p><i>Committee resolved:</i> <i>That the final letter from the Public Art Advisory Committee regarding Committee composition be submitted to the Governance and Priorities Committee meeting of December 11, 2017.</i></p> <p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Pilot Project: How to incorporate public art into neighbourhood design - Placemaker Program 2017 and 2018 <p><i>Committee resolved:</i> <i>That the information be received.</i></p>

2018 Meeting Summary – Key Topics and Resolutions

Meeting	Summary – Key Topics and Resolutions
January	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
	<p><u>2017/2018 PAAC Budget</u></p> <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
February	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
March	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
April	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program <p><i>Committee resolved:</i> <i>That the information be received.</i></p>
	<p><u>PAAC Budget</u></p> <ul style="list-style-type: none"> - 2018 Strategic Planning Retreat – follow-up - 2019 Proposed Budget
May	<p><u>Communications:</u></p> <ul style="list-style-type: none"> - Review of Draft Terms of Reference

	<p>Committee resolved: <i>That the feedback as noted above be provided to the Core Committee.</i></p>
	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - National Aboriginal Day events - Placemaker Program <p>Committee resolved: <i>That the information be received.</i></p>
	<p><u>2019 Proposed Budget</u></p> <p>Committee resolved: <i>That the budget request as detailed be submitted to the Standing Policy Committee on Planning, Development and Community Services for inclusion in the 2019 Business Plan and Budget Review.</i></p>
June	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program <p>Committee resolved: <i>That the information be received.</i></p>
	<p><u>PAAC Budget</u></p> <ul style="list-style-type: none"> - 2018 Strategic Planning Retreat – follow-up <p>Committee resolved:</p> <ol style="list-style-type: none"> 1. <i>That the discussion related to Strategic Planning and the workplan template remain In Camera under Section 94(4) of The Cities Act; and</i> 2. <i>That the Reflections Report provided by the retreat facilitator Annalee Adair, A. Adair & Associates Consulting Services dated June 1, 2018, be appended to these minutes for public information.</i>
September	Cancelled due to lack of agenda items.
October	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Bunkhouse Pilot Project Update

	<ul style="list-style-type: none"> - Permanent Public Art Projects for 2019 - Community Art Projects - Postcard "Saskatoon – Where the Arts is" - Placemaker Program <p>Committee resolved: <i>That the information be received.</i></p>
November	<p><u>Verbal Reports from Administration:</u></p> <ul style="list-style-type: none"> - Placemaker Program - 2019 Public Art Priorities <p>Committee resolved: <i>That the information be received and that the Administration meet with representatives of the Riversdale, Downtown and Broadway BIDs and one or two PAAC members to further discuss the program's objective, budget, timelines, and potential for a pilot curatorial approach.</i></p>
	<p><u>2017/2018 Annual Report</u></p> <p>Committee resolved: <i>That the 2017/2018 Annual Report of the Public Art Advisory Committee be prepared for submission to the Standing Policy Committee on Planning, Development and Community Services to be forwarded to City Council.</i></p>
	<p><u>2018/2019 Budget</u></p> <p>Committee resolved:</p> <ol style="list-style-type: none"> 1. <i>That the Administration and PAAC draft agreements with the respective artists and research monies be paid upon signing; and</i> 2. <i>The matter be included on the next agenda for continued discussion and planning.</i>

Appendix 2 –

2017 Budget - \$4,000

2017 Expenditures - \$2,628.32

Date	Description	Amount
November 30 – December 2, 2017	Visiting Artist - Barbara Cole - honorarium (public art talk, meeting with PAAC and public workshop) flight, hotel, meals, taxi	2,347.46
	Frances Morrison Library – theatre rental for public art talk	56.00
	I.T. Support at public art talk	75.00
	Refreshments at public art talk and workshop	149.86
	Total	\$2,628.32

2018 Budget - \$6,000

2018 Expenditures - \$5,925.50

Date	Description	Amount
	Poster Design & Print (for 2017 public art talk w/B. Cole)	77.92
March 18, 2018	PAAC Strategic Planning Retreat Venue rental (WDM), catering	508.87
	Consultant/Facilitator for retreat – Annalee Adair – 1/3 covered by PAAC	1,938.71

October 17/18, 2018	Wicihitowin Aboriginal Engagement Conference registration – one member	200.00
Dec.31/18	Visiting Artist – Adrian Stimson – research leading up to presentation in January 2019 during Winter Cities Shakeup	1,700.00
Dec.31/18	Visiting Artist – Marie Lopes – research leading up to public lecture, meeting with PAAC and City Admin and conversational forum in early 2019	1,500.00
	Total	\$5,925.50



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Friends of the Bowl Foundation Inc. – Approval of Board of Directors for 2019

Recommendation of the Committee

1. That the Board of Directors for the Friends of the Bowl Foundation Inc., as noted in the April 8, 2019 report of the General Manager, Community Services Department, be approved;
2. That the City of Saskatoon, being a member of the Board of Directors of the Friends of the Bowl Foundation Inc., appoint Lynne Lacroix or her designate, as its proxy to vote on its behalf at the Annual General Meeting of the members of the Friends of the Bowl Foundation Inc., to be held on May 22, 2019, or at any adjournment(s) thereof; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the appropriate documents under the Corporate Seal as prepared by the City Solicitor.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated April 8, 2019 was considered.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

Friends of the Bowl Foundation Inc. - Approval of Board of Directors for 2019

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the Board of Directors for the Friends of the Bowl Foundation Inc., as noted in this report, be approved;
2. That the City of Saskatoon, being a member of the Board of Directors of the Friends of the Bowl Foundation Inc., appoint Lynne Lacroix or her designate, as its proxy to vote on its behalf at the Annual General Meeting of the members of the Friends of the Bowl Foundation Inc., to be held on May 22, 2019, or at any adjournment(s) thereof; and
3. That His Worship the Mayor and the City Clerk be authorized to execute the appropriate documents under the Corporate Seal as prepared by the City Solicitor.

Topic and Purpose

This report provides an update on the Friends of the Bowl Foundation Inc. 2019 Annual General Meeting, and requests approval for the updated list of members for the Board of Directors.

Report Highlights

1. The Friends of the Bowl Foundation Inc. (Friends of the Bowl) is a registered charitable corporation, and the City of Saskatoon (City) is considered the sole voting member. Annually, changes to the list of directors for the Friends of the Bowl Board are required to be presented to City Council for approval.

Strategic Goals

The work of the Friends of the Bowl supports the City's Strategic Goal of Quality of Life, as this initiative supports the long-term strategy of ensuring facilities are accessible, both physically and financially, and meet the community needs. Under the Strategic Goal of Asset and Financial Sustainability, this initiative also supports the long-term strategy of increasing revenue and reducing reliance on property taxes, and developing funding strategies for expenses related to new capital expenditures.

Background

At its November 13, 2012 meeting, City Council declared the Gordon Howe Bowl upgrades as a municipal project, in order to provide the issuance of charitable donation receipts for donations received from the community. At that same meeting, City Council also approved the appointment of the Friends of the Bowl Board of Directors, with the

Friends of the Bowl Foundation Inc. - Approval of Board of Directors for 2019

intention to have directors appointed for one- and two-year terms, with half the Board members' office terms expiring at each Annual General Meeting. The Friends of the Bowl was officially incorporated as a Saskatchewan charitable corporation under the *Non-Profit Corporations Act, 1995*, in the province of Saskatchewan on December 2, 2012.

Report

Friends of the Bowl Foundation Board of Directors

The Friends of the Bowl, as a registered charitable corporation, is required to put forward to the Administration the names of a maximum of 12 individuals that agree to serve as directors on the charitable corporation. In turn, the Administration shall present a list of directors to City Council for formal approval.

Since the last formal approval of the Friends of the Bowl Board of Directors by City Council, there have been changes to the Board and/or terms that have come to an end for current individuals serving on the Board. The Annual General Meeting of the Friends of the Bowl is to be held on May 22, 2019, and during this meeting, several orders of business will be addressed and a Directors' Resolution will be made. The Directors' Resolution will be put forward to remove all retiring directors, to appoint the new and/or returning directors to the Board, and to appoint auditor for the coming fiscal year. The proposed list of directors for the year 2019 can be found in Attachment 1.

Options to the Recommendation

City Council could choose to not approve the proposed list of directors for the Friends of the Bowl Board, in which case further direction would be required.

Other Considerations/Implications

There are no policy, financial, environmental, CPTED, or privacy implications or considerations; a communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

Prior to the Annual General Meeting of the Friends of the Bowl on May 22, 2019, the Chairperson of the Friends of the Bowl will send notice of the Annual General Meeting to City Council. At the Annual General Meeting, the Friends of the Bowl will present, for formal approval, the annual financial statements and Directors' Resolutions if any, including changes to the Board of Directors.

Public Notice

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

Attachment

1. Proposed List of Directors for 2019

Report Approval

Written by: Andrew Roberts, Acting Director of Recreation and Community Development

Approved by: Lynne Lacroix, Acting General Manager, Community Services Department

SP/2019/RCD/PDCS – Friends of the Bowl – Board of Directors 2019/jdw

Proposed List of Directors for 2019

Friends of the Bowl Foundation Inc. 2019 Board of Directors

Belanger, Yvon (Yves) Luc (one-year term – 2019)

Joined 2013, renewed 2014, 2015, 2016, 2017, 2018

Term expires at Annual General Meeting

Chisholm, Steve (one-year term – 2019)

Joined 2012, renewed 2013, 2014, 2015, 2016, 2017, 2018

Term expires at Annual General Meeting

Christ, Louis (one-year term – 2019)

Joined 2012, renewed 2013, 2014, 2015, 2016, 2017, 2018

Term expires at Annual General Meeting

Fawcett, Bob (one-year term – 2019)

Joined 2017, renewed 2018

Term expires at Annual General Meeting

Fernets, Randy (one-year term – 2019)

Joined 2017, Renewed 2018

Term expires at Annual General Meeting

Kosteroski, Bryan – Chairperson (two-year term – 2018/2019)

Joined 2012, renewed 2014, 2016, 2018

Term expires at Annual General Meeting

Lacroix, Lynne or her designate (two-year term – 2018/2019)

City of Saskatoon, Director of Recreation and Community Development

Joined 2015, renewed 2016, 2018

Term expires at Annual General Meeting

Little, Murray (two-year term - 2019/2020)

Joined 2019

Term expires at Annual General Meeting

Marciniuk, Johnny (two-year term – 2018/2019)

Joined 2012, renewed 2014, 2016, 2018

Term expires at Annual General Meeting

Rohachuk, Robert (Bob) (one-year term – 2019)

Joined 2012, renewed 2013, 2014, 2015, 2016, 2017, 2018

Term expires at Annual General Meeting

Smysnuik, Morris – Financial Officer (one-year term – 2019)

Joined 2015, renewed 2016, 2017, 2018

Term expires at Annual General Meeting



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

License Agreement – Globe BMX Inc.

Recommendation of the Committee

1. That City Council approve the Globe BMX Inc. License Agreement between the City of Saskatoon and Globe BMX Inc.; and
2. That the City Solicitor be requested to prepare the appropriate agreements and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreements under the Corporate Seal.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department, dated April 8, 2019, was considered. Your Committee received a presentation from Global BMX Inc. representatives regarding the history of the club and the activities that take place on the BMX track site.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

License Agreement – Globe BMX Inc.

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That City Council approve the Globe BMX Inc. License Agreement between the City of Saskatoon and Globe BMX Inc.; and
2. That the City Solicitor be requested to prepare the appropriate agreements and that His Worship the Mayor and the City Clerk be authorized to execute the appropriate agreements under the Corporate Seal.

Topic and Purpose

The City of Saskatoon (City) and Globe BMX Inc. (Globe) recognize the need to formalize an agreement between the parties for use of the existing BMX Track located in Lakewood Park.

Report Highlights

1. The intent of the License Agreement (Agreement) is to formalize, in writing, the current relationship between Globe and the City; and
2. Globe is proposing to expand and improve the current facility to comply with the standards set out by Union Cycliste Internationale (UCI), which would enable Globe to host national and international events.

Strategic Goal

Under the Strategic Goal of Quality of Life, the recommendations of this report support the long-term strategy of ensuring that existing and future leisure centres, as well as other recreational facilities are accessible both physically and financially, and meet community needs.

Background

A group of BMX enthusiasts began utilizing the BMX track in Lakewood Park in 2009. Attachment 1 shows an aerial view of Lakewood Park including the BMX track and Attachment 2 shows a more detailed view of the BMX track. At that time, a formal agreement with the City was not established; however, permission was granted to utilize the space provided the group maintained it. In 2010 the group incorporated under the business name of Globe BMX Inc.

Globe provides BMX training and racing to all ages, with the majority of the membership being between the ages of 6-12 years old. Since 2009, membership has increased from 10 riders to 135 in 2018. Globe hosts club, district, and provincial championship races, where participants earn points to determine their national rankings. Globe has successfully hosted three major racing events, the most recent being the Saskatchewan Grand's/Provincial Championships in 2018.

License Agreement – Globe BMX Inc.

Report

License Agreement

Globe has been utilizing the BMX track in Lakewood Park since 2009. The City is looking to formalize this usage through the License Agreement, which would see Globe operate and maintain the BMX Track in Lakewood Park. Subject to City Council's approval, the key terms and conditions would include:

1. The City agrees to allow Globe to use the BMX track for five years, from May through October, with the option of an additional five-year term, for the purpose of providing an environment for members of the club to participate in BMX racing and coaching.
2. Globe may install, construct and/or maintain, at its sole cost, installations within the boundaries of Lakewood Park, outlined for Globe use. Such installations may be stored and maintained by Globe, on the lands during the months of October through April each year of the term, provided the installations do not interfere with the City's use of the park, and are otherwise acceptable to the City in terms of location and security.
3. Globe would be responsible for the operation, maintenance, and repair of the track and equipment, such as gates and storage facilities.
4. All improvements and renovations shall be at the expense of Globe and require written consent from the City.
5. Globe is responsible to maintain the track and area in a clean, sanitary and safe condition during the term.
6. Globe or event organizers acting with the consent of Globe, will be required to make an application to the Community Services Department for permission to hold special events at the track.

BMX Track

In 2018, Globe submitted a proposal to expand and upgrade the facility to allow it to become UCI compliant. This specific compliance is required to host national and international events and provide the required equipment for the benefit and safety of their members. To move forward with the proposal, Administration is looking to formalize an agreement between the City and Globe.

The Administration has reviewed and supports the request by Globe to improve the BMX track and provide additional support amenities, in principle, subject to Globe meeting the following conditions:

1. submitting a final detail design to the City for approval;
2. hosting a public information session prior to construction beginning; and
3. securing all compliance reports and permits as part of the construction process.

If City Council agrees with this approach, the City and Globe would enter into a construction agreement, which would see Globe assume responsibility for all aspects of the design, procurement, and construction.

License Agreement – Globe BMX Inc.

Options to the Recommendation

An option would be to not approve the License Agreement or the terms of the License Agreement as outlined in this report. In this case, Globe BMX Inc. would need to find a new location to provide BMX racing within the City.

Public and/or Stakeholder Involvement

Globe BMX Inc. has been involved in the process of drafting the terms and is in agreement to all terms and conditions.

Safety/Crime Prevention Through Environmental Design (CPTED)

Globe BMX Inc. will be responsible for submitting a detail design to the CPTED Committee. All recommendations from the CPTED Committee will be considered and addressed prior to upgrades of the BMX track.

Other Considerations/Implications

There are no policy, financial, environmental, or privacy implications or considerations; a communication plan is not required at this time.

Due Date for Follow-up and/or Project Completion

No follow up is required at this time.

Public Notice

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

Attachment(s)

1. Lakewood Park
2. BMX Track

Report Approval

Written by: Lindsay Cockrum, Open Space Consultant, Recreation and Community Development

Reviewed by: Andrew Roberts, Acting Director of Recreation and Community Development
Alan Rankine, Solicitor, City Solicitor's Office

Approved by: Lynne Lacroix, General Manager, Community Services Department

SP/2019/PDCS/Licence Agreement – Globe BMX Inc/ac

Lakewood Park



BMX Track

Attachment 2





STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Grasswood Mixed Use Node Market Impact Study Summary Report

Recommendation of the Committee

That the information be received.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated April 8, 2019 was considered.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

Grasswood Mixed Use Node Market Impact Study Summary Report

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the information be received.

Topic and Purpose

The purpose of this report is to report on how the Grasswood Mixed Use Node Market Impact Study fits with the Growth Plan.

Report Highlights

1. The Grasswood Mixed Use Node Market Impact Study Summary Report (Grasswood Report) recommended denser, urban-style development in the Grasswood Mixed Use Node (Grasswood Node) located along Highway 11, south of the city, in the Rural Municipality of Corman Park.
2. The Growth Plan to Half a Million (Growth Plan) focuses on proactively managing change associated with growth within the city.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Sustainable Growth through collaborative planning with regional partners, stakeholders, and rights holders.

Background

During the past several years, growth pressures inside and outside the city have become more intense. Much work has been done in the city and beyond into the region to alleviate these pressures and be better prepared for growth and development through many planning initiatives. Projects such as the Growth Plan with a city focus, the Grasswood Report with a local rural municipality focus, and the Saskatoon North Partnership for Growth Regional Plan (Regional Plan) with a broad regional focus all contribute to managing and balancing growth interests for the city and its regional partners.

City Council, at its Regular Business Meeting held on December 17, 2018, considered comments by Brent Penner, Executive Director of the Downtown Business Improvement District regarding the Grasswood Report and resolved:

1. "That the Administration be directed to consider the recommendations of the Grasswood Mixed Use Node Market Impact Study Summary Report (Grasswood Report) during the development of the South East Concept Plan and the Saskatoon North Partnership for Growth bylaws;
2. That the Administration be directed to add the five Business Improvement Districts as stakeholders; and

Grasswood Mixed Use Node Market Impact Study Summary Report

3. That the Administration report back on how the Grasswood Mixed Use Node Market Impact Study fits with the Growth Plan”.

Through negotiations done as part of the 2015 boundary alteration process, the City and the Rural Municipality of Corman Park (RM) committed to considering a joint approach to development in the Grasswood Mixed Use Node (Grasswood Node) located along the Highway 11 corridor and Grasswood Road, just south of the city. The Grasswood Node is also within the Corman Park-Saskatoon Planning District (Planning District), an area jointly managed by the two municipalities. Before proceeding with a joint approach to development, the municipalities determined a market impact study could provide fact-based information on the size and types of development that could be supported in this area without negatively impacting existing or planned development in the City or the RM. The Grasswood Mixed Use Node Market Impact Study Summary Report was finalized in 2018.

Report

Grasswood Mixed Use Node Market Impact Study Summary Report

The Grasswood Node comprises approximately 2,100 acres of land. Portions of this land are already developed and include primarily commercial development surrounding the intersection of Highway 11 and Grasswood Road, reserve land of English River First Nation, and the Greenbryre Estates residential and golf course community. The rest of the Grasswood Node, including land holdings of Cowessess First Nation, is largely undeveloped.

A fundamental objective of the Grasswood Study was to identify the amount and type of development (i.e. commercial, residential, and institutional) needed to support growth. The key qualifier of this objective was to also ensure the viability of the region's existing markets in Saskatoon and the RM is not compromised. Both municipalities recognized the development pressure in the area and the need to balance the economic interests of both municipalities. The long standing relationship between the two municipalities is built on this mutual understanding.

Existing or future development in this area is not intended to compete with development in city limits, but rather provide a hybrid mix of land uses that could provide opportunities for somewhat denser development that would not traditionally be seen in a rural municipality. The potential for more intense development was acknowledged during previous boundary alteration negotiations between the two municipalities, and is consistent with the principles of the Regional Plan, which emphasize the importance of development opportunities for all partners in the region.

As a requirement of the Regional Plan, more detailed land use planning will be done for the Grasswood Node as part of the South East Concept Plan. The South East Concept Plan, is the next level of detailed planning needed in this area to further refine land use and servicing needs to facilitate development. The recommendations of the Grasswood Report will be considered during the development of this plan, as well as during the preparation of the Regional Plan bylaws.

Grasswood Mixed Use Node Market Impact Study Summary Report

The Growth Plan

The Growth Plan's focus is planning for sustainable growth and moving around, primarily within Saskatoon city limits to a population of a half a million. The Growth Plan calls for a shift toward a balance of suburban growth and infill growth and between modes of transportation.

The core Growth Plan themes comprise corridor growth, and a reconfigured transit network oriented around Bus Rapid Transit. Supporting initiatives include the Active Transportation Plan, the Employment Areas Study, and Financing Growth.

The scope of these themes and initiatives is generally less applicable to a rural development context. Consideration of development on the periphery, in particular those areas to the south of Saskatoon, outside city limits, was not in the plan's scope. As a result, the Growth Plan and supporting initiatives do not identify future transit or active transportation linkages to these areas. Further, the Growth Plan does not include any analysis or any conclusions about growth that may occur in rural areas and the implications on city growth objectives this may have.

The Growth Plan does not specifically inform the Grasswood Study or vice versa as each project was done to meet a specific jurisdictional need. However, as the development and implementation of the Growth Plan and Regional Plan have proceeded, efforts have been made and will continue to be made to integrate information of common interest through regular communication within the City Administration and between the City and its regional partners.

Options to the Recommendation

There are no options to the recommendation.

Public and/or Stakeholder Involvement

Public engagement will be done during the development of the South East Concept Plan. Additional opportunities for engagement will be available during the development of the Regional Plan bylaws. Business organizations such as the Business Improvement Districts will be invited to participate in any engagement opportunities.

Financial Implications

There are no immediate financial implications as a result of this report. The City has committed budget as part of Capital Project No. 2605 Regional Plan Implementation to begin work on the South East Concept Plan; proceeding with the project is subject to RM budget approval. Implementing the South East Concept Plan recommendations, including any potential servicing strategy, will require separate financial consideration. Plans and funding sources will be identified in future reports related to that project.

Other Considerations/Implications

There are no policy, financial, environmental, privacy, or CPTED implications or considerations. A communication plan is not required at this time.

Grasswood Mixed Use Node Market Impact Study Summary Report

Due Date for Follow-up and/or Project Completion

The recommendations outlined in Grasswood Study will be further considered during the Regional Plan bylaws, expected to be completed in 2019, and the future South East Concept Plan.

Public Notice

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

Report Approval

Written by: Dana Kripki, Senior Planner, Regional Partnerships
Reviewed by: Lesley Anderson, Director of Planning and Development Division
Approved by: Lynne Lacroix, General Manager, Community Services Department

SP/2019/PL/PDCS – Grasswood Mixed Use Node Market Impact Study/pg



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Inquiry – Councillor D. Hill – Regulation of Kennels (September 19, 2016)

Recommendation of the Committee

That the information be received.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated April 8, 2019 was considered.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

Inquiry – Councillor D. Hill - Regulation of Kennels (September 19, 2016)

Recommendation

That the report of the General Manager, Community Services Department, dated April 8, 2019, be received as information.

Topic and Purpose

This report provides information related to the regulation and operation of kennels within Saskatoon.

Report Highlights

1. Kennels are regulated through Bylaw No. 8075, Business License Bylaw and are required to comply with Bylaw No. 8770, The Zoning Bylaw (Zoning Bylaw) and Bylaw No. 9455, The Building Bylaw, 2017 (Building Bylaw) with respect to location and building construction.
2. Animal cruelty incidents that occur within city limits are investigated by the Saskatoon SPCA (SPCA) as the animal protection officer appointed by the province.
3. Regulations related to the zoning, building, and licensing of kennels are similar across Canada however the specific regulations for the operation of kennels vary across Canada.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Sustainable Growth through the regulation of building construction, land use, and business licensing of kennels.

Background

At the September 19, 2016 City Council meeting, Councillor Hill requested the Administration to provide information related to the regulation and operation of kennels in response to a tragic incident at a local kennel.

Report

Zoning, Building and Business Licensing Regulations

The location of kennels is regulated through the Zoning Bylaw, which defines two types of kennels:

1. Boarding kennels – for the temporary accommodation of dogs, cats or other domestic animals for commercial purposes.

Inquiry – Councillor D. Hill - Regulation of Kennels (September 19, 2016)

2. Breeding kennels – for the keeping of more than four dogs, cats, or other domestic animals, male and female, and which are more than 12 months old, for breeding purposes.

Both types of kennels are permitted in General Light Industrial, Heavy Industrial, and Agricultural zoning districts and are discretionary in the Future Urban Development zoning district. Kennels are not permitted in Residential, Institutional, and Commercial zoning districts.

Kennels are required to obtain a Commercial Business License. In 2018, the City issued six commercial business licenses for boarding kennels, which includes dog daycares, overnight boarding, and two licensed breeding kennels. A business license confirms that the business is in compliance with land use and building regulations.

The National Building Code of Canada does not contain minimum standards with respect to the design and operation of a kennel. The operation of kennels are permitted in buildings meeting the minimum National Building Code of Canada standards associated with medium hazard industrial and retail occupancies.

Standards for Kennel Operations

The operation of kennels is not regulated at the municipal level.

At the provincial level, the SPCA, is appointed by the province through *The Animal Protection Act* (Act) to investigate incidents of animal cruelty, and when necessary, enforce under the legislation. The City provides funding in the form of an annual grant to the SPCA to be the Animal Protection Agency and provide animal protection and cruelty investigative services within the City. The SPCA, as the Animal Protection Officer, investigates all complaints of animal cruelty and animals in distress.

The province does not have provincial licensing requirements for the operation of kennels, but there is a standard that kennels are encouraged to meet in order to ensure that animals are not placed in distress. This document is published by The Canadian Veterinary Medical Association as a resource for veterinarians, dog breeders, kennel operators, and prospective owners, and is titled, *A Code of Practice for Canadian Kennel Operations* (see Attachment 1). The standards identified in this document are referred to in the Act and are used as the criteria to determine if charges should be laid under the provincial legislation.

In 2018, changes were made to Division 3 of the Act to permit the Animal Protection Officer to conduct inspections of pet businesses without a warrant. In general, the Animal Protection Officer does not conduct inspections of businesses, except in response to a complaint or invitation from the owner. On average, the Animal Protection Officer conducts one to two inspections of businesses per year.

Inquiry – Councillor D. Hill - Regulation of Kennels (September 19, 2016)

Other Municipalities

In surveying other cities, Saskatoon's approach to regulating kennels through the Zoning, Building, and Business Licencing Bylaws is consistent with other cities. In general, the operation of kennels are regulated at the provincial level in a similar manner as Saskatchewan.

Research found two municipalities, the City of Ottawa, ON and the City of Abbotsford, B.C. that have enacted bylaws pursuant to the Municipal Act, to regulate aspects of *A Code of Practice for Canadian Kennel Operations*.

Financial Implications

The Administration has consulted with the SPCA, and if the inspection of kennels became a required component of the business license process, additional grant funding would be required on an annual basis to conduct the inspections. Alternatively, the cost of the yearly inspections could be charged directly to the business owner. They would be responsible to provide proof of inspection in conjunction with their application for a business license, and with the subsequent annual renewal of their business license. Based on the complexity of the inspection, size of facilities, and reporting requirements, the SPCA provided a preliminary cost estimate of \$300 to \$500 per inspection visit.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations; a communication plan is not required at this time.

Public Notice

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

Attachment

1. A Code of Practice for Canadian Kennel Operations
<https://www.canadianveterinarians.net/documents/Code-of-Practice-for-Canadian-Kennel-Operations>

Report Approval

Written by: Kara Fagnou, Director of Building Standards
Reviewed by: Lesley Anderson, Director of Planning and Development
Jo-Anne Richter, Director of Community Standards
Andrew Roberts, Acting Director of Recreation and Community Development
Approved by: Lynne Lacroix, General Manager, Community Services

SP/2019/BS/PDCS - Inquiry – Councillor D. Hill - Regulation of Kennels (September 19, 2016).jw

A Code of Practice for Canadian Kennel Operations

Third edition | 2018



CANADIAN VETERINARY
MEDICAL ASSOCIATION

L'ASSOCIATION CANADIENNE
DES MÉDECINS VÉTÉRINAIRES

Acknowledgements

The third edition of this Code took seven years to complete. The Canadian Veterinary Medical Association (CVMA) expresses sincere appreciation to Amy Morris of the BC SPCA for her research, coordination, and drafting support, Dr. Sherlyn Spooner and Dr. Colleen Marion for their significant contributions to the Code's development, and Dr. Warren Skippon and Dr. Shane Renwick for their leadership.

The CVMA also wishes to express gratitude to the small animal subcommittee members who provided drafting, feedback, and guidance over the seven-year period: Dr. Patricia Turner, Dr. Carol Morgan, Dr. Alice Crook, Dr. Tim Zaharchuk, Dr. Jim Berry, Dr. Michelle Lem, Ms. Barb Cartwright, Dr. Michelle Groleau, Dr. Tim Arthur, Ms. Christine Archer, Dr. Chris Bell, Dr. Doug Whiteside, Dr. Michael Cockram, Dr. Patricia Alderson, Dr. Trevor Lawson, Dr. Gilly Griffin, and Dr. Marilyn Keaney.

The CVMA thanks the following organizations and their representatives who were consulted to review the Code and provide comments before publication: provincial veterinary associations and regulatory licensing bodies, Canadian veterinary colleges, the American Veterinary Medical Association, the Canadian Federation of Humane Societies, Agriculture and Agri-Food Canada, the Canadian Kennel Club, the Pet Industry Joint Advisory Council of Canada, the National Companion Animal Coalition, and the Registered Veterinary Technologists and Technicians of Canada.

Preface

Since the release of the Code of Practice for Canadian Kennel Operations second edition in 2007, both our society and science have advanced with respect to the humane treatment of dogs. Over the past 10 years, new scientific information has become available on dog behaviour, housing, end of life issues, transport, nutrition, euthanasia, and general dog welfare. This third edition of the Code of Practice for Canadian Kennel Operations (“the Kennel Code”) reflects both the new science and our evolving relationship with dogs.

The Kennel Code has been updated to mirror the changing values towards animals that have emerged over the past decade. Dogs are now recognized by the public and by some legislative bodies as sentient beings that have the capacity to feel, perceive, and experience. This recognition has influenced the way people interact with dogs and the standard of care expected to be provided for them, whether a dog’s role is that of family member, working dog, or a dog kept for breeding and show.

This document is the combined work of many dedicated professionals who gave freely and generously of their time and knowledge.

Mahatma Gandhi said, “The greatness of a nation and its moral progress can be judged by the way its animals are treated.” The CVMA Animal Welfare Committee anticipates that Canada will be viewed as a great nation, in part, for the contribution provided by this progressive document.

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References

The following information sources were used as key resources throughout the Kennel Code and when used they are generally not directly referenced. They were deemed by the authors to be sound and reliable sources of information for incorporation into the Kennel Code as they come from well-respected legislative and regulatory bodies in jurisdictions external to Canada. Where a direct reference is not provided, standards within the Code originate from the following reference documents:

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Glossary

Term	Definition
Aggression	Vocal or physical behaviour that is intended to be threatening and can result in physical injury.
Behaviour	The action, reaction, or functioning of an animal in various circumstances.
Breed	A group of animals within a species having common ancestors and certain distinguishing characteristics, usually developed by deliberate selection. In Canada, breeds are officially recognized under the authority of the Animal Pedigree Act.
Breeder	A person who raises dogs, primarily for breeding purposes.
Canine	Any animal of the family Canidae.
Caregiver	A person who is involved in the direct care and handling of (dogs).
Castrate	Surgically remove testicles from a male dog (also “neuter”).
Clean (noun)	Free from contaminants or disease-causing agents.
Clean (verb)	Removal of physical and microbiological contaminants such as dirt, grime, feces, and stains using physical methods and washing with an appropriate detergent solution.
Communicable	Able to be transmitted from a person or animal to another person or animal.
Conditioning	A form of behavioural training in which a response becomes more frequent or more predictable in a given environment as a result of reinforcement that is usually provided as a stimulus or reward for a desired response.
Conformation	The form, structure, and physical arrangement of body parts in accordance with breed standards.
Counter-conditioning	Replacing an unwanted behaviour or response to a stimulus with a wanted behaviour or response by the association of positive actions with the stimulus.
Crossbred	A dog whose sire and dam are of two different breeds, whereas a purebred is from two parents of the same breed.
Dam	The female dog of a mating pair before or after breeding. The mother of a puppy or litter of puppies.
Desensitization	Behaviour modification technique that gradually (always remaining below the threshold to induce fear) exposes a dog to a fear-inducing stimulus until the stimulus no longer elicits a fear response.
Disinfect	Killing microorganisms left on a surface after cleaning by using an appropriate disinfectant.
Dog	Technically refers to a male dog, but is commonly used as the generic term to refer to canines of both sexes.

Enclosure	A structure created by natural or artificial barriers to contain one or more dogs to an area where they will eat, exercise, rest, and sleep, including, but not limited to a doghouse, room, run, or cage.
Enrichment	A process for improving the environment and behavioural care of dogs within the context of their behavioural needs.
Estrus	The restricted period of time during which the female is sexually receptive; commonly referred to as being “in heat.”
Euthanasia	The act of inducing the humane death of a dog.
Gait	A sequence of leg movements (as a walk or run) by which a dog moves forward.
Heat	Denotes when a dam is sexually receptive and can be bred. In most dams the heat cycle lasts for three weeks and occurs about every six months.
Humane	Actions that promote good welfare and minimize suffering.
Hyperactivity	A behaviour pattern frequently characterized in dogs by pacing, barking, and destructive chewing.
Inbreeding	The mating of very closely related dogs, those within their immediate family. Example: father to daughter.
Intact	A dog that has not been altered by neutering.
Kennel	A facility in which dogs are bred, trained, or boarded.
Lethargy	Behaviour displayed as excessive quietness, absence of play in puppies, extended sleep periods, and/or lack of interest at feeding. It can be a sign of illness.
Line breeding	The mating of dogs of the same breed to relatives, except for those in their immediate family, e.g., the mating of ancestors, such as a dog to his dam’s mother.
Matted	Fur tangled in a thick mass.
Mature	A fully grown adult dog, generally considered to be two years or older.
Neuter	Surgically alter a male or female dog so that it is no longer capable of reproduction (castrate or spay).
Nuisance wildlife	Any wild animals, including insects and other invertebrates, which are perceived to be in conflict with humans, their animals, or property.
Outcross	The mating of unrelated animals within a breed.
Pathogen	Agent that causes infection or disease, including a bacterium, virus, fungus, or protozoan.
Pedigree	A written record of a dog’s descent: a family tree that may be registered. For registration purposes the requirement is generally a three-generation pedigree, and up to a five-generation pedigree for a newly recognized breed.
Personnel	All individuals working at the kennel, including caregivers.

Plasticity	A change in animal behaviour that results from exposure to stimuli, such as changing environmental conditions.
Potable water	Water that is safe to drink without risk of health problems.
Primary enclosure	An enclosure wherein a dog spends the majority of time in any 24 hour period.
Puppy	A dog less than 12 months of age.
Purebred	A dog whose sire and dam represent the same breed and are themselves of unmixed descent. For officially recognized breeds, an animal may only be represented for sale as purebred if it conforms to the definition in the by-laws of the association authorized to register animals of that breed.
Sanitation	The combination of cleaning and disinfecting.
Sire	The father of a puppy or litter.
Socialization	The process of controlled, positive exposure of an animal to their own species, other animals, people, and novel stimuli. Essential for normal behavioural development.
Soundness	Describes a dog that is mentally and physically healthy, in good condition, and without anatomical defects that impair vital functions. For purebred dogs, soundness includes the ability to successfully perform the tasks they are bred for.
Spay	To surgically remove the uterus and/or ovaries from a female dog. Also referred to as an ovariectomy if both uterus and ovaries are removed, or an ovariectomy if only ovaries are removed.
Stereotypical behaviour	An abnormal repetitive, invariant behaviour pattern with no obvious goal or function.
Stress	The physiological response to certain stimuli. In some circumstances, this can assist a dog to cope. The stress response can be associated with either positive emotions (e.g., excitement, arousal) or negative emotions (e.g., anxiety, frustration), depending upon the nature of the stimulus or the dog's perception of that stimulus.
Stud	A male dog used for breeding purposes.
Temperament	A dog's character, disposition, and tendencies: the behavioural characteristics of a dog that are relatively stable over time and across similar situations. A puppy's temperament can change as it matures.
Vector	An insect, tick, or other animal that can transmit disease.
Veterinarian-client-patient relationship	The existence of an immediate relationship between the veterinarian, their patient(s), and the owner. Veterinarians are required to have attended to the patient(s) in a prescribed reasonable period of time in order to give a diagnosis and recommend treatment for the specific dog or dogs.
Whelping	The process of a dam giving birth.
Zoonosis	A disease that can be transmitted between humans and animals.

List of Acronyms

Term	Definition
AAFCO	Association of American Feed Control Officials
AVMA	American Veterinary Medical Association
BCS	Body condition score
CCAC	Canadian Council on Animal Care
CFHS	Canadian Federation of Humane Societies
CFIA	Canadian Food Inspection Agency
CKC	Canadian Kennel Club
CVMA	Canadian Veterinary Medical Association
IATA	International Air Transport Association
NCAC	National Companion Animal Coalition
NRC	National Research Council
PIJAC	Pet Industry Joint Advisory Council of Canada
RER	Resting Energy Requirement
SPCA	Society for the Prevention of Cruelty to Animals
VCPR	Veterinarian-client-patient relationship



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Introduction

This is the third edition of A Code of Practice for Canadian Kennel Operations (Kennel Code), developed by the Small Animal Welfare Committee of the Canadian Veterinary Medical Association (CVMA). It will replace the second edition which was published in 2007. Extensive literature searches of both new scientific studies and existing standards worldwide provide the basis for this document. Many animal healthcare professionals and experts were consulted in order to provide the most accurate and up-to-date information. The Kennel Code was sent to animal welfare and animal care stakeholders for their comments and input. The final document was approved by the Animal Welfare Committee of the CVMA and the CVMA Executive Council. For those interested in further research, a bibliography is included at the end of the document.

This Kennel Code can apply to various kennel environments in which dogs are kept for breeding purposes ranging from a private home to a large breeding facility. Certain segments of this Kennel Code can also be applied to various environments in which dogs are housed, including long-term boarding facilities, short-term daycare facilities, municipal pounds, animal rescues, or animal shelters. In some cases, pre-existing documents may be a complementary or better-suited reference for standards of care in certain types of kennel environments, such as the *Canadian Standards of Care in Animal Shelters*.¹

The structure of this Kennel Code varies greatly from the previous one in order to align more closely with the National Farm Animal Care Council's (NFACC) Codes of Practice, which are nationally recognized codes for the care of animals used for food, fibre, and fur production. Like the NFACC codes, existing animal welfare or animal control legislation in each province will govern to what degree this Kennel Code is applicable and enforceable in each kennel environment. Where this Kennel Code is incorporated into local animal welfare or control legislation, the new structure can make enforcement more effective.

The Canadian Veterinary Medical Association (CVMA) is a national organization for veterinarians and not a legislative body.

This Kennel Code stresses the importance of the veterinarian-client-patient relationship (VCPR). Because veterinarians in Canada fall under provincial governance, the definition of the VCPR may vary from province to province. In all provinces and territories, the VCPR demonstrates the importance of a working connection and interaction between the veterinarian, their canine patient, and the dog's owner. Veterinarians are required to have attended to the patient in a prescribed reasonable period of time in order to give a diagnosis and recommend treatment for the specific dog. When a good VCPR exists, dogs are healthier, more dogs are successfully placed in permanent homes, and breeders gain a reputation for using the best breeding practices.

1 <https://www.canadianveterinarians.net/documents/canadian-standards-of-care-in-animal-shelters>

Throughout this document, care has been taken to respect and incorporate the ethical concepts as stated in the “Five Freedoms of Animal Welfare.”

They are as follows:

- Freedom from hunger and thirst
- Freedom from discomfort
- Freedom from pain, injury, or disease
- Freedom to express normal behaviours
- Freedom from fear and distress

A more complete statement of these Five Freedoms can be found in Appendix C.

This Kennel Code is designed to assist breeders in successfully advancing the health and welfare of the dogs they breed. It is also to be used as a reference for kennel operators, including those who show dogs and have working dogs. It is intended as a resource for the public when researching the best breeders for their chosen dogs. It will allow prospective dog owners to ask pertinent questions to assess the knowledge of breeders with respect to animal care, as well as the health and behaviour traits of the dogs they keep to evaluate, in person, how dogs are cared for in a kennel operation, and to make an adequate assessment of whether they are ready to provide adequate care for the prospective dog.

An extensive table of contents is provided to make this document easy to navigate. The Kennel Code is written to be user-friendly by using common, rather than scientific, words when appropriate. A glossary is also included with definitions of medical and scientific words.

The contents of this Kennel Code will not be comprehensive for all circumstances. For example, ideal cage and pen size will depend upon the breed, age, facility layout, staff time for social activity, and enrichment offered. As well, an important aspect of ensuring the well-being of each dog is to pay attention to his or her uniqueness. For the Kennel Code to be fully effective, it is in the best interest of those involved in the care and handling of dogs and puppies to adapt their practices to meet the requirements and recommendations described in the Kennel Code.

Undoubtedly, as additional research information becomes available and management practices change, recommendations and requirements within this Kennel Code will also undergo change.

Section 1

Animal Environment (Housing and Handling Facilities)

1.1 Facility

Facilities have a direct impact on the health and well-being of the resident dogs. The layout and design will significantly affect the ease of managing and maintaining the kennel for many years.

When selecting a site for a new kennel, consider factors such as space needed for outdoor runs, sufficient drainage, access to utilities, and lighting. Local zoning restrictions, bylaws, building codes, and standards must be adhered to. Proximity to neighbours and the potential for noise-related complaints should also be considered when choosing the actual site. Advanced planning, discussion with other kennel operators and veterinarians, as well as visits to existing licensed kennels will assist with design concepts for a new kennel.

1.1.1 Construction

REQUIREMENTS

1. Construct interior walls and partitions of materials that are appropriately treated or coated to be rendered washable, sanitizable, impervious to moisture, smooth, and durable.
2. The facility meets local construction requirements including fire safety standards related to relevant local legislation.
3. Use only nontoxic materials in places in which dogs have direct contact.
4. Interior walls are in good condition, free of sharp edges or other potential causes of injury.
5. Walls and fences are sturdy, in good repair, and of sufficient height and small enough gaps to prevent escape.

RECOMMENDED PRACTICES

- a. Render doors, window frames, and window sashes constructed of wood impervious to moisture and resistant to entry by insects, birds, and animals that may be harmful to the buildings or dogs. Treated wood may be toxic to dogs.
- b. Store combustible materials such as paper, wood chips, etc., in a fire-resistant area.

1.1.2 Temperature

Environmental temperature is managed by ventilation, sunlight, shade, appropriate insulation, and supplementary heating or cooling. Many breeds of dogs tolerate a range of ambient temperatures as long as they are dry, away from harmful drafts, have adequate bedding material, and have had time to adjust to the temperature. Consideration should be given to factors such as breed conformation, age, and overall health.

REQUIREMENTS

1. Maintain a temperature in the kennel that optimizes dog comfort.

RECOMMENDED PRACTICES

- a. Take into account breed conformation, coat length and density, age and activity level in relation to ambient weather conditions when adjusting environmental temperatures.
- b. Provide extremely old, young, brachycephalic, and infirm dogs with a warmer/cooler environment as required. This may include supplementation of local heat lamps, fans, or extra bedding.
- c. Avoid temperature fluctuations that may cause discomfort during extremes in weather.
- d. Provide a comfortable resting temperature; for most dogs this ranges from 10°C to 25°C.
- e. Provide an insulated reflective roof.
- f. Provide an insulated floor.

1.1.3 Roofs

REQUIREMENTS

1. Roof coverings fastened to sheathing or directly to the roof joists are laid so as to prevent the entrance of insects, birds, and animals that may be harmful to the buildings or dogs into the facility.
2. The roof is covered with suitable materials in order to eliminate leakage and exposure of dogs to adverse weather conditions.

RECOMMENDED PRACTICES

- a. Design roofs and ceilings to prevent major temperature variations.

1.1.4 Ceilings

REQUIREMENTS

1. Ceilings are constructed of impervious materials and subject to finishing comparable to those of the walls and partitions.
2. Ceilings, walls, and partitions abut tightly, preventing gaps which can lead to entry by insects, birds, and animals that may be harmful to the buildings or dogs.
3. Seal and treat corners of ceilings, walls, and partitions to render them completely washable and sanitizable.

1.1.5 Floors

Kennelled dogs are in constant contact with the enclosure floor. It is vital for dog comfort and foot health that the surface provides good traction, safe footing, is kept clean and dry, and is free of hazardous debris or construction. Constant contact with rough surfaces can lead to foot and skin trauma. A variety of surfaces in an enclosure will allow dogs to select the areas they prefer for sleeping, elimination, and play.

REQUIREMENTS

1. Ensure good foot health by constructing solid floors. Wire or slatted flooring is unacceptable. Ensure the floor supports the dog without sagging.
2. Construct floors of impervious materials, such as sealed concrete or other materials, which provides a smooth surface that is easy to clean and sanitize.
3. Floors are in good repair and with good traction to prevent slipping and injury.
4. Drain size is at least 10 cm.
5. Drain covers are used and designed to minimize the risk of dog injury.
6. Slope floors towards any drain(s) at a minimum pitch of 2.1 cm/m so that the dogs kept in the enclosure do not have continuous or extended contact with any part of the floor which is wet.

RECOMMENDED PRACTICES

- a. Make a raised platform or deep bedding available for the comfort of the dogs.
- b. Extend impervious coverings at least 15 cm up the walls.
- c. Ensure flooring allows for traction and stable footing in order to avoid a slip injury.
- d. Mold impervious coverings to prevent crevices or cracks.
- e. Seal and slope floors to allow for drainage within 5 minutes.
- f. Ideal drain size is 15 cm.

1.1.6 Ventilation

Proper air circulation is essential to the prevention of respiratory disease, maintaining suitable humidity levels, controlling odour, and maintaining a comfortable temperature. The number of air changes per hour is extremely important and is dependent on the number of dogs being housed relative to the size of the facility. A source of fresh air is critical. Recirculation of inside air spreads contaminants, viruses, bacteria, and moulds. Drafts, chilling, and excessively high humidity are detrimental to dogs of all ages and promote respiratory disease.

REQUIREMENTS

1. Ventilation and heating systems are constructed to supply fresh air and enable adequate exchange of air and maintenance of optimal environmental conditions for all seasons.
2. Provide additional ventilation by using exhaust fans and/or air conditioning when ambient temperatures reach more than 26°C.

1.1.7 Humidity

Adequate ventilation including use of air exchangers, dehumidifiers, humidifiers, and fans as appropriate will help control humidity.

Relative humidity levels less than 25% are associated with increased discomfort and drying of the mucous membranes and skin, which can lead to chapping and irritation. High humidity levels can result in condensation within the building structure and on interior or exterior surfaces with the subsequent development of moulds and fungi.² When combined with high temperature, high humidity can also increase the risk of heat distress.

REQUIREMENTS

1. Control indoor humidity levels to maintain animal comfort, minimize the risk of transmission of animal disease, prevent damage to the structural integrity of the building and its contents, and prevent accumulation of excess moisture that can promote growth of mould.

RECOMMENDED PRACTICES

- a. Maintain humidity between 35-50%.
- b. In the event that proper relative humidity levels cannot be maintained adequately, consult a heating and ventilation expert.

2 A Report of the Federal–Provincial Advisory Committee on Environmental and Occupational Health, Technical Guide to the Investigation of Indoor Air Quality in Office Buildings, Department of National Health and Welfare, Cat. No. H46-2/93-166 Erev ISBN 0-662-23846-X Humidity and the Comfort Zone.

1.1.8 *Light*

REQUIREMENTS

1. Lighting is adequate so that all areas of the interior of the kennel can be clearly seen.
2. Minimum lighting is eight hours per day. Maximum lighting is comparable to the length of natural daylight hours.
3. At a minimum, dogs experience eight consecutive hours where minimal or no artificial lighting is used to ensure good quality rest.

RECOMMENDED PRACTICES

- a. Use sunlight to provide natural lighting and ensure dogs have adequate shaded areas not exposed to direct sunlight.

1.1.9 *Noise*

Manage noise from barking dogs to comply with local noise regulations and occupational health and safety requirements, taking into consideration a dog's natural instinct to communicate through vocalizing.

Barking is a form of interspecies or intraspecies communication and is part of normal social behaviour. Dogs are social creatures; therefore, their isolation from other dogs or humans can lead to behavioural problems such as repetitive barking. Kennel personnel should avoid encouraging undesirable barking behaviour by, for example, refraining from yelling or shouting. It is preferable that dogs be rewarded when they stop barking and engage in favourable behaviours such as sitting, lying down, or staying.

REQUIREMENTS

1. Use materials that optimize soundproofing when building or renovating a facility.
2. Maintain an environment in which the average sound level is less than 85 dB.

RECOMMENDED PRACTICES

Reducing the impact of noise caused by barking can be achieved by one or more of the following methods:

- a. Use soundproofing or suitable construction materials to reduce noise transmission, such as slow-closing doors, and quiet ventilation or heating systems.
- b. Take care with dog placement to avoid unnecessary arousal by humans, incompatible dogs, and female dogs in heat.
- c. Wherever practical, attempt to limit types of external visual stimulation that can lead to barking. Examples are cyclists, other dogs being exercised, and delivery persons.
- d. Place dogs in groups to promote calm behaviour and minimize barking.
- e. Train dogs to stop barking on command and desensitize dogs to noises that stimulate barking such as door bells and knocking.

1.2 Enclosures and Activity Areas

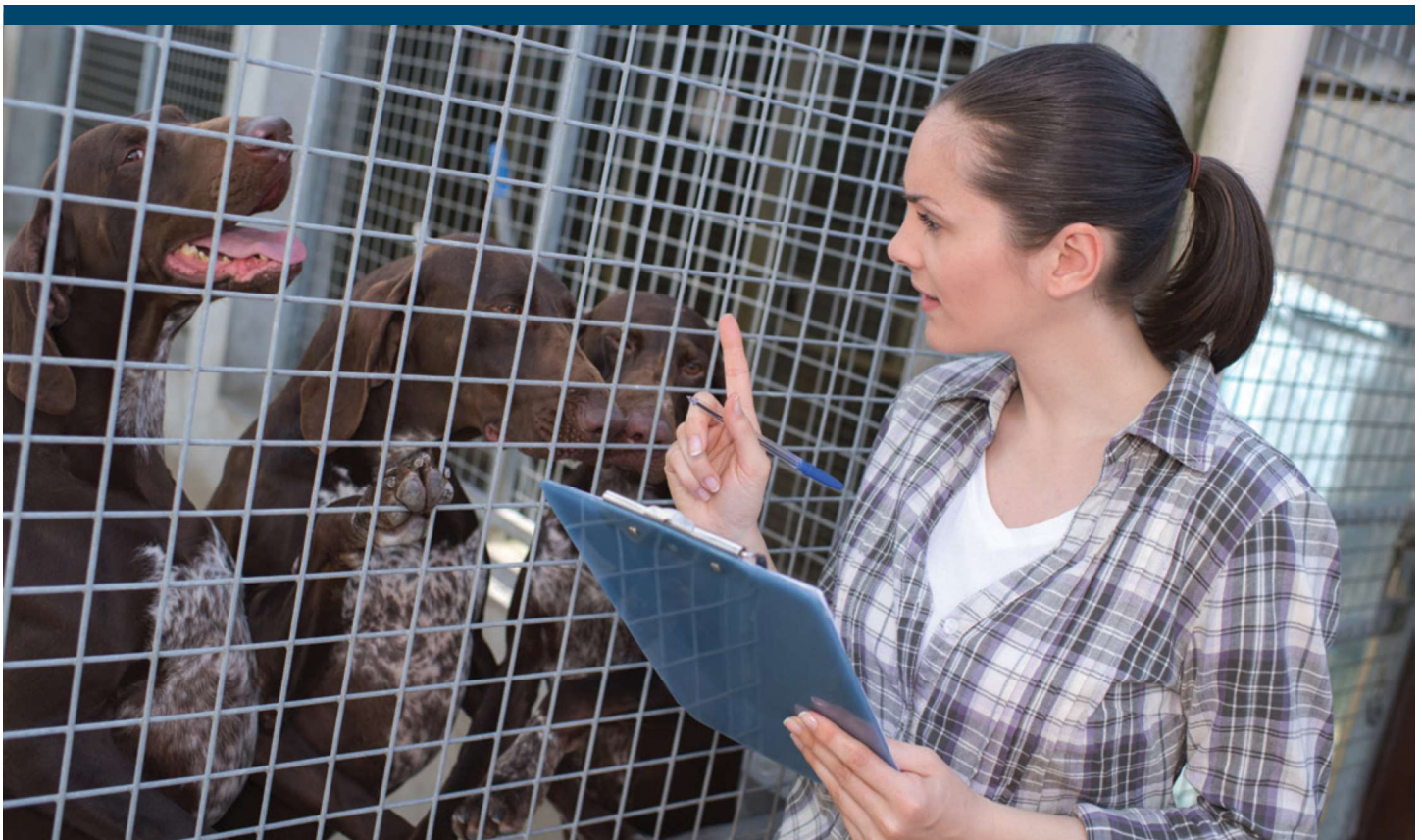
1.2.1 General Housing Principles

Optimal dog housing allows animals to exercise, socialize, and exhibit as many normal behaviours as possible. The provision of a safe environment that minimizes the risk of injury and stress contributes to overall well-being. Reducing risk of disease transmission will have a positive impact on overall animal health within the facility.

The primary enclosure and activity area may be combined into one space for each dog, or may be divided into sections depending on function. Regardless, the entire space the dog has access to must facilitate the dog's daily needs. These daily needs include eating, drinking, resting, elimination, exercising, socializing, and interacting with humans.

Exercise for dogs is of prime consideration. If no separate exercise areas are provided, pen sizes are adjusted to provide exercise space, and a daily exercise program is instituted (outdoors when weather permits).

The following requirements and recommendations apply to both indoor and outdoor housing designated as the dog's primary enclosure, including group housing.



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REQUIREMENTS

1. Females in heat are not housed with non-neutered males.
2. Dogs exhibiting interdog aggression are not housed with incompatible dogs.
3. Puppies younger than 10 weeks old are housed in an enclosure with their dam separate from other dogs. Initial vaccines and deworming are completed before 10 weeks of age or as directed by a veterinarian to minimize the risk of disease transmission.
4. Any primary dog enclosure:
 - i. allows dogs to lie flat on their sides outside their bed in the sleeping area;
 - ii. allows dogs to move freely, which includes the ability to walk and turn around easily, move about easily for the purpose of postural adjustments including stretching, wagging their tails without touching the enclosure walls or ceiling, standing normally to their full height without touching the enclosure walls or ceiling, and lying down without touching another dog;
 - iii. provides a separate sleeping area for the dog that does not become damp and has sufficient clean, dry, and comfortable bedding for the dog appropriate to its size and coat;
 - iv. allows the dog to urinate and defecate away from their sleeping and eating areas;
 - v. prevents urine and feces from contaminating adjoining enclosures;
 - vi. has an area to place and secure food and water bowls to prevent bowls from becoming contaminated, spilling, and soiling enclosure contents, and allows animals to eat and drink freely;
 - vii. is free of any dangerous structure or object that may cause injury;
 - viii. contains enrichment strategies including toys, enabling species-appropriate contact that includes other dogs and humans, and appropriate exercise;
 - ix. is evaluated daily to ensure dogs sharing an enclosure or housed adjacent to each other are compatible; separate dogs that show behaviours towards each other that could result in injury, cause stress, or prevent access to food, bedding, or space resources;
 - x. has at least one side through which a caretaker can observe the dog and the dog can see the exterior;
 - xi. provides a distinct activity area large enough to allow dogs to exercise, and to socialize and play freely with other dogs or humans, allowing access to the outdoors when weather permits;
 - xii. provides a separate housing area where dogs can be moved while their enclosure is being cleaned; dogs are not returned to their primary enclosure until it is dry.
5. Tethering of dogs (i.e., chains or ropes used to tie the dog to an immovable object such as a stake or building) is not allowable as a method of confining a dog to a primary enclosure, nor as the only means of containment.
6. Any restraining device used for tethering allows the dog to move in a manner that is safe, prevents entanglement, and does not weigh more than 10% of the dog's body weight.

7. Minimum primary enclosure space requirements³

Height of the dog measured at the shoulder of the dog (cm)	Area (m ²)	Width (m)	Height (m)
70 or greater	15	2.40	1.80
40 to 70	10	1.80	1.80
20 to 40	6	1.40	1.20
5 to 20	4	1	1.20

Minimum primary enclosure space requirements apply to the keeping of one adult dog. Dams and their puppies up to eight weeks of age are provided with an additional space of 10% per puppy. If two or more adult dogs are kept in one enclosure, the minimum dimensions for the enclosure specified are increased by 1.5 m² for each dog kept in the enclosure.

RECOMMENDED PRACTICES

- Provide more space where possible.
- Provide a separate exercise area extending from the primary enclosure.
- If tethering, provide a restraining device that is at least five times the length of the dog nose to tail.
- Monitor dogs while they are tethered.

1.2.2 Primary Outdoor Enclosure

Outdoor enclosures can be provided as a primary means of containment for breeds suitable to the outdoors that are properly acclimatized to seasonal and regional temperatures.

The general housing principles section (1.2.1) and requirements applies to primary outdoor enclosures.

³ City of Gold Coast. (2009). Code of practice: For the keeping and breeding of cats and dogs. Retrieved from <http://www.goldcoast.qld.gov.au/documents/bf/breeder-code-practice.pdf>

REQUIREMENTS

1. Shelter and protection from the elements in both the primary enclosure and activity area, if separate, including protection from direct sunlight, wind, rain, sleet, snow, and extreme cold or hot temperatures.
2. A stand-alone shelter such as a dog house accessible to dogs at all times. This shelter consists of a solid roof and walls that are tall enough to allow the dog to stand fully upright, a doorway that is large enough for the dog to enter and exit comfortably, and a solid floor constructed in such a manner as to remain dry. The floor is large enough for the dog to turn around and lie down comfortably.
3. The shelter contains adequate bedding and insulation, such as straw, to keep the animals clean, dry, and warm.
4. Dogs unable to tolerate living outdoors have access to the indoors, including but not exclusive to those that are aged, ill, or injured.

RECOMMENDED PRACTICES

- a. Provide a shelter that is weatherproof and waterproof.
- b. Provide ventilation in a manner that prevents the accumulation of moisture and odours.
- c. Provide an entrance and hallway that are separate from the sleeping area.
- d. Attach a canvas or rubber flap at the entrance.
- e. Elevate the structure off the ground.
- f. Use feeding and water bowls that prevent spillage.

1.2.3 Isolation Area

The purpose of a designated isolation area and quarantine period is to reduce the spread of disease. An isolation area is designated for newly acquired dogs that may be incubating disease, and/or dogs receiving treatment for, or suspected of having, a communicable disease. The quarantine period for new arrivals is based on an established health and welfare plan. For disease-related incidents, it is of a duration deemed appropriate by the veterinarian. Humans are important carriers for some infectious diseases. Appropriate caution is crucial to ensure diseases are not transmitted to humans or from humans to other dogs.

REQUIREMENTS

1. An isolation area that is completely separate from the existing healthy dog population.
2. Newly acquired dogs and dogs suspected of, or receiving treatment for, a contagious disease are not housed in the same area simultaneously.
3. The isolation area minimizes the movement of air to other areas.
4. Sufficient space is always provided for the dog to lie down, eat, drink, and relieve themselves. The dog also has an appropriate area for movement and exercise as well as toys for enrichment, unless otherwise recommended by the veterinarian.
5. There is space in which personnel can perform daily duties, including providing medical treatments, cleaning, feeding, and social interaction.
6. Cleaning materials and equipment are designated solely for the isolation area and are inaccessible to the dog(s).
7. Food and water bowls are cleaned in the isolation area or sprayed and washed in a sink that is disinfected after use.
8. Appropriate disinfectants and sanitation protocols are used depending on disease conditions. Disinfectants are used in accordance with manufacturer's recommendations.
9. Personnel are adequately trained in quarantine protocols.
10. Sanitation and hygiene protocols are strictly applied to the isolation area, including all reusable bedding and clothing.
11. Waste material and disposable items are placed into garbage bags before being removed from the isolation area and are disposed of immediately.

RECOMMENDED PRACTICES

- a. A source of running hot and cold water is present in the isolation area.
- b. The operating procedures for the isolation area are posted prominently inside and outside of the area.
- c. The isolation area has a separate ventilation pathway.

1.2.4 Whelping Area

A whelping box is designed to protect puppies during birth and early life by keeping them safely contained, protected from cold, and safe from the danger of crushing or smothering by the mother. A whelping box is constructed with four sides and a floor. Within the box, dowelling rails may be used to help prevent the dam from pushing a puppy accidentally into the wall and suffocating it by lying on it. A whelping area consists of a whelping box and a separate area that allows the dam to have access to food, water, and the ability to rest and eliminate away from the puppies.

REQUIREMENTS

1. Provide adequate human supervision and access to human assistance during the whelping period and following the birth of the puppies.
2. The whelping box has a floor area two and a half times the size of the dam.
3. Absorbent bedding to keep the dam and puppies clean and dry.
4. Excrement is removed from whelping area at least twice daily, or more often as required to ensure good health and sanitation.
5. The whelping area allows the dam to have access to food, water, and the ability to rest and eliminate away from the puppies.
6. The water bowl is situated so that a puppy cannot fall into it.
7. The whelping box prevents puppies from escaping or harming themselves.
8. Until puppies are able to successfully thermoregulate, a supplemental source of safe heating is available.

RECOMMENDED PRACTICES

- a. Dowelling rails are placed along all four sides, 10 cm (4 inches) from the floor, and 10 cm (4 inches) out from the walls - forming a ledge. For toy breeds, the dowelling should be lowered by 5 cm (2 inches).
- b. Separate the whelping area from the individual and/or group enclosure housing other dogs, thus providing the whelping dam with privacy.
- c. Provide soft bedding in one half of the whelping box for comfort, and newspaper in the other half to encourage the pups to eliminate on the paper and keep the bedding clean.
- d. Provide supplemental heat as required for puppy comfort, but avoid overheating the whelping box so that the dam does not leave.

1.3 Sanitation

A sanitary environment is one that minimizes the risk of disease transfer as well as promotes the comfort and well-being of the dogs. It will also minimize the risk of attracting insects, birds, and animals that may be harmful to the buildings or dogs.

Detergents and disinfectants are needed for effective sanitation. The risk of disease transmission is increased with improper cleaning of the living area, and contamination of personnel and objects such as clothing, toys, bowls, bedding, and leashes. It is important for garments worn during cleaning to be relatively impermeable, protect skin and underclothing from becoming soiled, be in good repair, and be easily cleaned. Revise sanitation protocols as needed during a disease outbreak to address specific disease pathogens.

To mitigate the spread of disease it is important that a facility is cleaned and disinfected in the order of animal susceptibility to disease, with separate cleaning supplies and protective clothing for each area. Hygienic practices of cleaning and care occurs in the following order:

1. healthy puppies and healthy nursing dams;
2. healthy adult animals;
3. unhealthy puppies and nursing dams; and,
4. unhealthy adult dogs.

REQUIREMENTS

1. All enclosures are cleared of debris and cleaned of feces and urine at least twice daily, or more often as necessary to maintain a sanitary environment and good health.
2. All waste containment/cleaning equipment, food preparation areas, food/water bowls, and utensils are:
 - i. cleaned daily,
 - ii. disinfected weekly, and
 - iii. cleaned, disinfected, and rinsed before use by another dog.
3. Food/water storage containers are cleaned and disinfected before refilling with new food/water.
4. Adequate personnel time is allocated daily for routine cleaning.
5. Personnel follow hygienic practices to reduce the risk of transmitting diseases among animals and from animals to humans.
6. An outer layer of protective clothing is worn over clothing in the isolation area and removed before leaving the area. Protective clothing includes, but is not limited to, disposable gowns, coveralls, lab coats, scrub tops and bottoms, disposable gloves, shoe covers, and/or washable shoes.
7. Choose cleaning and disinfection chemicals and materials based on their suitability to the environmental conditions present and the pathogens for which those particular animals are at risk and in consultation with a veterinarian.
8. Chemicals are used safely and in accordance with the manufacturers' instructions.
9. Thoroughly rinse all surfaces and utensils that have been in contact with disinfectants and cleaners that require rinsing to avoid potential poisoning and chemical burn injuries.
10. Safety Data Sheets (SDS) and instructions for all chemical disinfectants held are readily accessible.

RECOMMENDED PRACTICES

- a. Personnel time is allocated for routine cleaning of at least 10 minutes per dog.
- b. Clean feeding bowls after each feeding.
- c. Use stainless steel utensils, food dishes, and water dishes over other materials such as plastics as they are most easily cleaned and disinfected, and are more durable.
- d. Wash hands frequently with soap and water after handling animals or equipment.

1.4 Waste Disposal

Waste products include, but are not limited to: dog feces, urine, soiled litter, bedding, and food waste. Proper and efficient waste disposal is essential for the health and comfort of caregivers and dogs. The benefits of proper waste disposal are:

- controlling the accumulation of undesirable odours and ammonia levels;
- keeping animals clean and free from harmful contaminants;
- minimizing the risk of disease transmission and injury;
- protecting the environment from avoidable waste contamination; and,
- preventing exposure of wildlife to waste.

REQUIREMENTS

1. Waste products are removed at least twice daily and more frequently if the number of dogs kept, or the conditions of the housing of the dogs, necessitates collection more often.
2. Waste products are collected and disposed of promptly in a hygienic manner and in accordance with the requirements of government authorities.
3. Maintain ammonia level so as to comply with applicable health and safety regulations.

1.5 Nuisance Wildlife Control⁴

The key to controlling nuisance wildlife is to manage the environments that sustain them, including proper sanitation of waste disposal and food storage areas. To be effective, consult a specialist regarding prevention, deterrents, and control measures to protect the health and safety of caregivers and dogs.

Pesticides are poisons. They are not without risk and should always be used and stored with care. Ingested pesticides can cause severe pain, uncontrollable seizures, and death by asphyxiation or internal bleeding. They can also damage vision, balance, and other faculties. Pesticides include herbicides, fungicides, insecticides, and rodenticides.

Caution should be used when choosing and applying insecticides (such as flea and tick products) on animals, or in their environment, as misuse of these products can be harmful. For example, some products that are safely used on dogs can be deadly to cats, even in small amounts. It is important to consult with a veterinarian before using any insecticide product.

A good resource to research poisons, including insecticides and rodenticides, is:

http://www.merckvetmanual.com/pethealth/special_subjects/poisoning/general_treatment_of_poisoning.html

⁴ Formerly referred to as “pest” or “vermin.”

REQUIREMENTS

1. Have a nuisance wildlife management plan in place incorporating non-lethal preventative methods such as exclusion techniques and non-harmful physical or chemical deterrents.
2. Traps and pesticides, appropriate to the target species, are stored in locked and weighted or fastened boxes, or placed in an area that non-target animals cannot access.
3. Pesticides that are toxic to dogs are not used in kennel operations.
4. All animal remains are promptly removed and handled in a hygienic manner and in accordance with the requirements of government authorities.
5. Pesticides are only used by individuals with a government issued pesticide applicator licence or equivalent level of competence in unregulated jurisdictions.
6. Safety Data Sheets (SDS) documents for pesticides are consulted.

RECOMMENDED PRACTICES

- a. Train onsite personnel to recognize signs of nuisance wildlife, conduct regular inspections, and perform appropriate maintenance to ensure any potential access points for wildlife are sealed.

1.6 Building Safety and Emergencies

Emergency preparedness and prevention are important to animal safety and well-being. Construction and care of housing facilities in compliance with local building and maintenance legislation will decrease the risk of emergencies such as fire or power overloads related to defective design.

Sudden emergencies such as fire, flood, earthquake, or power failure directly impact the health and welfare of animals. Effective emergency plans address the need to safely and effectively provide care to animals on- or off-site. They also allow for efficient evacuation of animals and humans from the housing facility and/or property, as required.

REQUIREMENTS

1. An emergency action plan is readily available which contains:
 - i. evacuation procedures,
 - ii. emergency contacts, and
 - iii. prompt access to sufficient transport cages and vehicles.
2. Kennel personnel are familiar with the emergency action plan and a person is appointed on each shift to ensure a potential evacuation will proceed according to plan.
3. Emergency plans are available ensuring an alternative means of temperature regulation, ventilation, feeding, and watering of dogs are available in the event of a power failure, mechanical breakdown, or other emergency situation.
4. The kennel operator is aware of and compliant with the National Fire Code of Canada and the National Building Code of Canada, as well as any municipal, provincial, or territorial public health, safety, and fire protection requirements.
5. The number of smoke detectors and carbon monoxide (CO) monitors in place is compliant with applicable regulations.
6. Fire extinguishers, smoke detectors, and CO monitors are maintained in good working order.
7. Electrical equipment is maintained to prevent stray voltage and ensure wiring or electrical panels are not accessible to dogs.
8. Emergency lighting is available.
9. Frill drill exercises are performed annually.

RECOMMENDED PRACTICES

- a. Consult a local fire department for specific advice on fire prevention, particularly before renovating or building a new facility.
- b. Have local fire authorities perform a site visit to review emergency preparedness.
- c. Have appropriate fire extinguishers (Class A,B,C) located at various points in any facility and ensure kennel caregivers know of their location and proper use.
- d. Put CO monitors in place in the event the building has gas-burning appliances.
- e. Identify emergency evacuation exits.

Section 2

Food and Water

2.1 Food

Good nutrition is essential in the raising of healthy dogs. Nutrient requirements vary with life stage, activity level, environmental conditions, and physiologic states including lactation, injury, and illness. Quantities, the type of diet, and the frequency of feeding should be guided by these factors.

2.1.1 Feeding Guidelines

The three main life stages of the dog related to food intake are puppy, adult, and senior.

Puppies and reproducing animals require more vitamins, minerals, protein, and energy. The puppy life stage can be further broken down to reflect the age of the puppy and the size of the breed. For the first three to four weeks of their lives puppies are dependent on the dam for their nutritional requirements and are highly susceptible to hypoglycemia and death if milk quantity or quality is poor. Dams are free fed a palatable, high quality, and highly digestible puppy food during the last three weeks of gestation and during lactation. Feeding commercial puppy foods to the puppies begins with the first stage of weaning which is usually around three to four weeks of age. A good quality canned puppy food or dry food can be ground up and mixed with warm water. The quantity of water is gradually decreased and most puppies can be weaned by six to eight weeks of age.

The next puppy life stage is from post-weaning to adulthood. Risk factor evaluation at this stage involves preventing obesity that may carry into the adult life stage. Rapid growth rate in large breed dogs also needs to be avoided. The goal is to keep puppies lean at a body condition score of 4 to 5 on a scale of 1 to 9, where 1 is emaciated and 9 is obese.

Resting Energy Requirement (RER) growth charts (see Appendix A) are useful tools for the kennel operator to ensure proper, healthy growth rates especially when used with a Body Condition Scoring Chart (BSC) (see Appendix B). Free feeding puppies during post-weaning to adulthood should be avoided.

Once a dog reaches mature height and weight, the dog falls into the adult category. Activity levels become important at this stage to determine which diet and how many calories are ideal. Diets for high performance dogs are available as well as calorically restricted diets for canines that are prone to obesity. Following an RER chart along with a BSC will assist the kennel operator in making the best choice.

Senior diets can be divided into early senior and more advanced age. Breed will determine the appropriate age at which to start a senior diet. As a general rule, the larger the dog the earlier a senior diet is started.

On the advice of a veterinarian, a dog may be fed a veterinary-prescribed diet. These foods can help alleviate and prevent many medical conditions.

Nutritional supplements such as minerals and vitamins are generally unnecessary, provided that a good-quality, fresh commercial dog food is fed. Adding unnecessary supplements may alter nutritional balance and cause toxicities. Treat intake should not exceed 10% of the dog's total daily energy requirements.

2.1.2 Regulations and Guidelines Governing Commercial Pet Food

Canadian pet food manufacturers are subject to several Canadian and international regulations including the Canadian Food Inspection Agency's enhanced animal health safeguards which make it illegal for specified risk materials (SRMs) to be fed to any animal, including dogs and cats. Pet food manufacturers must comply with the Consumer Packaging and Labelling Act and the Competition Act, administered by Industry Canada. The regulations under these Acts specify how pet foods may be marketed to consumers, including how food is named and what information must be included on pet food labels. Members of the Pet Food Association of Canada (PFAC) also manufacture to the nutritional standards set out by the Association of American Feed Control Officials (AAFCO). The National Research Council (NRC) in the USA is the primary source for minimum nutrient requirements for healthy dogs (NRC updated, 2006). Pet food labels can be difficult to interpret as they list only minimums and maximums of key nutritional components such as protein.

AAFCO publishes yearly recommended nutrient profiles for commercial dog food in the USA. AAFCO nutrient profiles include safety factors that compensate for changes in a food's nutrient availability due to ingredient and processing variables and for individual differences in nutrient requirements within dog populations. AAFCO requires that ingredients are listed in order of weight before cooking. An ingredient, such as chicken, will reduce in weight once it is cooked as most of the moisture is removed. AAFCO allows the same basic ingredient to be split depending on the form used in the diet. For example, rice can be listed in many different ways thereby increasing the actual percentage of rice in the final product.

AAFCO also allows a manufacturer to take a reasonable period of time to change the label when changing ingredients. A fixed formulation commercial food contains ingredients which correspond to the label. Non-fixed formulations vary in ingredients and labels may not reflect the actual content. Although fixed formulations are more costly as the ingredients are not market price driven, they avoid many gastrointestinal issues related to changing ingredient content.

Commercial diets should have undergone a feeding trial that complies with AAFCO standards and nutrient content should meet the NRC standard ⁵. It is important to feed a diet that matches the life stage of the dog to avoid under and over consumption of various nutrients.

2.1.3 Homemade Diets and Raw Food

Homemade diets

A nutritionally balanced homemade diet follows a properly formulated recipe that is used consistently and is appropriate for the life stage of the dog. A veterinarian is consulted for advice including whether or not meat should be cooked thoroughly to reduce the risk of foodborne disease.

5 http://www.nap.edu/catalog.php?record_id=10668

Raw food diets

Some dog owners support the feeding of a raw bones and meat diet known as BARF (Bones and Raw Food, or Biologically Appropriate Raw Foods). A diet high in raw meat and bones is likely to be deficient in essential vitamins and minerals and almost certainly will have an unbalanced calcium to phosphorus ratio, which, over time, can lead to weakened bones and fractures. The fat and protein in these diets is commonly higher than required, which can cause other problems. Health risks are associated with feeding raw meat diets since many bacteria and parasites can be found in uncooked meats, which are harmful to both humans and dogs. Young, old, and immunocompromised humans and animals can be more susceptible to the health risks associated with raw meat diets. To protect public health it is important for the personnel handling raw meat to thoroughly wash their hands, utensils, and other items that were in contact with the raw meat used in this type of diet.

2.1.4 Additions to Diets

Dogs, especially puppies, like to chew. This is a natural innate behaviour and can help prevent boredom. It is important to remove toys or treats if a dog is chewing off large pieces and ingesting them as this can cause gastrointestinal obstruction or upset. As well, remove toys if a dog's mouth becomes injured or starts to bleed, or if they damage their teeth.

The choice of foods and availability of chewing material can also affect the health and cleanliness of a dog's teeth and overall health. The best proof that a diet is beneficial to a dog's oral health is the Veterinary Oral Health Certification (VOHC) seal. Dental diets and dental treats that meet the VOHC seal are available. Certain chew toys also may have dental benefits.

Feeding bones can lead to broken teeth, intestinal injury or blockage, or cause irritation of the intestinal tract that can cause vomiting, diarrhea, and/or decreased appetite.

REQUIREMENTS

1. Mature dogs are fed at least once every 24 hours. Juvenile dogs and puppies are fed at least 2 times per day, or more frequently to maintain health and vigour.
2. Expired, spoiled, or contaminated dog food is not fed.
3. Food storage bins are covered, wildlife-proof, and properly marked.
4. Food is stored in cool, dry conditions and fed as per label to prevent spoilage.
5. Dogs receive a ration that is adequate for maintaining health, vigour, and appropriate body condition (see Appendix B).
6. Personnel thoroughly wash their hands, utensils, and other items in direct contact with dog food immediately after the food is handled.
7. Dogs fed raw diets are not in direct contact with immunocompromised humans and animals.
8. Food dishes and utensils are stored in a clean and protected area.

RECOMMENDED PRACTICES

- a. Feed adult dogs of all breeds at least two times per day. It is especially important for large breed dogs to eat smaller meals two to three times per day as they are prone to gastric dilation (bloat).
- b. Feed puppies after weaning a minimum of three times per day until they approach 2/3 of their mature weight and then twice daily through to mature weight.
- c. Refrigerate canned dog food once open to prevent spoilage and feed within a two-day period or as recommended on the label.
- d. Discard uneaten moist food that has been kept at room temperature or higher, 30 minutes after being offered for consumption.
- e. Keep food in original package.

2.2 Water

Constant access to clean fresh water is essential for good health as it:

- minimizes the risk of dehydration and overheating;
- supports proper bodily functions; and
- minimizes the risk of waterborne pathogens such as *Giardia*.



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REQUIREMENTS

1. Potable unfrozen drinking water is readily accessible indoors and outdoors.
2. Water is always kept in clean containers.
3. Snow is not a primary source of water.

RECOMMENDED PRACTICES

- a. Replenish bowl with fresh water at least once a day.
- b. Containers that are fixed in place can assist in preventing accidental spillage.
- c. Avoid outdoor water sources including surface water and bodies of water as a primary source of water, due to the risk of disease transmission and contamination.
- d. Check automated watering systems and heated watering containers daily to ensure they are in good working order.
- e. Follow appropriate protocols to prevent contamination of automated watering systems.



Section 3

Animal Well-being

Animal health and animal welfare are closely linked. Practicing high standards of both is essential for optimizing overall animal well-being. High standards of animal health and welfare practices are important not only in the day-to-day care of animals, but also in planning for potential animal health or welfare challenges and preventive health care.

It is the kennel operator's responsibility to have an active relationship with a veterinarian. A veterinarian will provide expertise in developing a preventative and responsive animal care plan. In the best interest of animal welfare, it is crucial to ensure animals which develop signs of illness, injury, pain, and suffering are provided with appropriate medical attention in a timely fashion. Doing so will reduce the risk of disease spread, debilitation, and death.

Veterinarians are licensed professionals. Each province/territory has its own veterinary licensing body that decides what professional acts can be performed only by a licensed veterinarian. This can differ across jurisdictions. Any non-veterinarian who performs an act that can only be performed by a licensed veterinarian can be prosecuted for practicing veterinary medicine without a license. In provinces in which veterinarians are prohibited by law from performing cosmetic surgeries, such as tail docking, dewclaw removal, and ear cropping, veterinarians can be prosecuted by their veterinary licensing body for illegally performing these procedures.

The CVMA is a national organization of veterinarians. It is a non-governing body in that it can make recommendations and develop position statements and guidelines; however, these are not enforceable under the law. In some cases, veterinary or provincial/territorial statutory bodies may decide to adopt CVMA recommendations by encoding or referencing them in their regulations. For example, the CVMA is formally opposed to cosmetic surgeries such as ear cropping, tail docking, and dewclaw removal by veterinarians unless they are done for therapeutic reasons. Not all provincial/territorial statutory bodies or veterinary licensing bodies, however, have enshrined this position into their regulations and/or professional standards.

3.1 Principles of Health Management

The following parameters will support the maintenance of a complete healthcare program in order to maintain a dog's health and well-being:

- daily monitoring and recording of animal health parameters;
- staff training to help identify normal animal health and behaviour;
- staff training to recognize signs of animal illness, injury, and abnormal behaviours; and
- preventative healthcare practices in place and recorded.

Implementing these parameters will promote prevention of a health or welfare crisis.

REQUIREMENTS

1. The kennel operator has a valid veterinarian-client-patient relationship (VCPR) with a licensed veterinarian(s) responsible for providing advice on prevention and control of diseases and for the provision of prompt adequate veterinary care for all ill or injured dogs and dogs showing signs of pain or suffering.
2. The information for contacting the veterinary clinic/hospital, emergency care facility, kennel operator, local fire/police, and alarm company is posted in a location readily accessible to all kennel staff.
3. Incoming dogs and puppies are quarantined as deemed appropriate by a licensed veterinarian to reduce the risk of disease transmission.

RECOMMENDED PRACTICES

- a. Make provisions for access to 24-hour emergency veterinary care.

3.1.1 Monitoring

Daily monitoring of dog health and behaviour allows for prompt identification and treatment of animal disease, illness, and injury and promotes good health of all animals in the kennel.



Parameters of canine health that are important to monitor and document include:

- **Weight:** Record weekly for animals less than eight weeks of age, monthly for animals eight weeks to one year of age, every six to twelve months for adults, or more frequently as advised by a veterinarian or in the event of excessive weight loss or gain.
- **Respiration:** If breathing abnormally, check frequency, effort, and noise; if coughing or sneezing, check frequency and severity.
- **Eyes, ears, nose:** If discharge is present, check severity, colour, and/or consistency; check frequency of abnormal head shaking, eye squinting, or ear scratching if present.
- **Thirst and Hunger:** Record types of food provided; appetite and thirst levels; and frequency, consistency, contents and odour of vomit if occurring.
- **Urination:** Check for abnormal frequency, volume, colour, odour, and/or increased effort to urinate.
- **Defecation:** Check for abnormal frequency, volume, colour, odour, consistency, and/or straining.
- **Mouth:** Note any drooling, bad breath, loose/broken teeth, oral pain, coloured discharge, difficulty swallowing, and reluctance to open, close, or pick up toys or food.
- **Bones, muscles, movement:** Note changes in gait, limping, difficulty in getting up, lying down or sitting, pain to specific areas, and/or abnormal swelling/heat/redness.
- **Skin and fur:** Note skin bruising, redness, wounds, sores, discharge, lumps, and/or pain; note fur loss, discolouration, odour, matting, and/or dander.
- **Reproductive organs:** Note any abnormalities to the genital area or mammary glands including swelling, discharge, pain, positioning, and/or size; note heat cycles and abnormal timing of heat cycles.
- **Alertness and behaviour:** Note any abnormalities including agitation, depression, aggression, anxiety, fear, withdrawal, excess chewing/licking/grooming, and/or reluctance to play or interact with other animals/people.

3.1.2 Record keeping and Identification

Identification and record keeping are essential for successful management practices, to ensure consistency and continuity of effective animal care, and to allow for timely recognition of changes in facility and animal conditions.

Identification of individual dogs allows them to be differentiated from each other in the kennel, tracks their travel history, and ensures they are not misplaced within the kennel. Many types of identification are available that can be applied in a humane manner that avoids pain.

Premises maintenance records ensure the kennel facility is in good working order and allows for prompt identification and repair of areas delete identified as being damaged or in need of upgrading or replacement. This facilitates a safe, comfortable work environment for personnel and helps prevent animal stress and discomfort.

Maintaining complete animal health records:

- allows for prompt access to information about preventive care and medical care received due to illness or injury;
- allows caregivers to identify trends or changes in animal health status; and
- aids in making plans for the kennel to prevent or address future health concerns in the animals.

REQUIREMENTS

1. All adult dogs and non-nursing puppies have easily read, humanely applied, unique identification. Examples include, but are not exclusive to, a labelled collar, microchip, tattoo, or nose print. Nursing puppies can be uniquely identified by gender or coat markings, or, where necessary, use of a visual marking.
2. In premises housing multiple dogs, enclosures are labelled to indicate which dogs are housed within them.
3. All records are kept current, readily accessible by personnel either on-site or by a veterinarian, and maintained in legible written and/or electronic format.
4. Individual animal records include changes in appetite, food type, thirst, urination, defecation, or behaviour.
5. Individual animal identification records include:
 - i. date of birth, breed, gender, colour, markings.
 - ii. nose print, tattoo, tag, and/or microchip number if present.
 - iii. name, phone number, email and physical address of dog's owner.
 - iv. for temporary care: date of arrival and departure.
 - v. for transfer of dog ownership: date and source of acquisition or departure, including name, physical address, telephone number, and email of new or previous owner and contracts/agreements regarding sale or purchase of animals.
 - vi. if applicable, date of death and suspected or confirmed cause of death.
6. Individual animal health records are kept and include information on:
 - i. dates and test results for common infectious diseases, at a frequency schedule deemed appropriate by the veterinarian (i.e., fecal testing for intestinal parasites, blood testing for heartworm).
 - ii. dates and name of individuals performing medical procedures for breed cosmetic or conformation purposes where permitted (i.e., dewclaw removal, tail docking, ear cropping).⁶
 - iii. vaccination/deworming treatment, including dates of treatment, name, and dose of medication administered.
 - iv. date of spay or neuter if altered.
 - v. date of diagnosis of illness or injury and diagnostics and/or treatment provided.
7. Individual whelping records for:
 - i. sire – include dates bred, dams bred to, successful/failed breedings, pre-breeding testing, and applicable test results for hereditary defects.
 - ii. dam – include dates in heat, dates bred, sires bred to, successful/failed breedings, whelping dates, number per litter including live/dead births, birthing complications, and applicable test results for hereditary defects.
 - iii. offspring – include weight measured weekly until weaned, or more frequently as required if showing signs of illness/injury or weight loss.

⁶ See appendix for CVMA positions on these procedures.

8. Keep records of maintaining fire extinguishers, and smoke and CO detectors in good working order for two years.
9. Records for all animals are kept for a minimum of two years after the animal leaves the premises or dies on premises.

RECOMMENDED PRACTICES:

- a. Provide permanent identification for each dog using a microchip implant that is ISO compliant as required by the National Companion Animal Coalition (NCAC).⁷ When required by the provincial governing body, this act is performed by a licenced veterinarian or a qualified technician under veterinary supervision.
- b. Keep paper records in a moisture and fireproof container.
- c. Back up electronic records.
- d. Maintain cleaning schedules noting dates/times the facility was cleaned and by whom.
- e. Keep premises maintenance records of equipment and building maintenance, repair, replacement, and renovation.

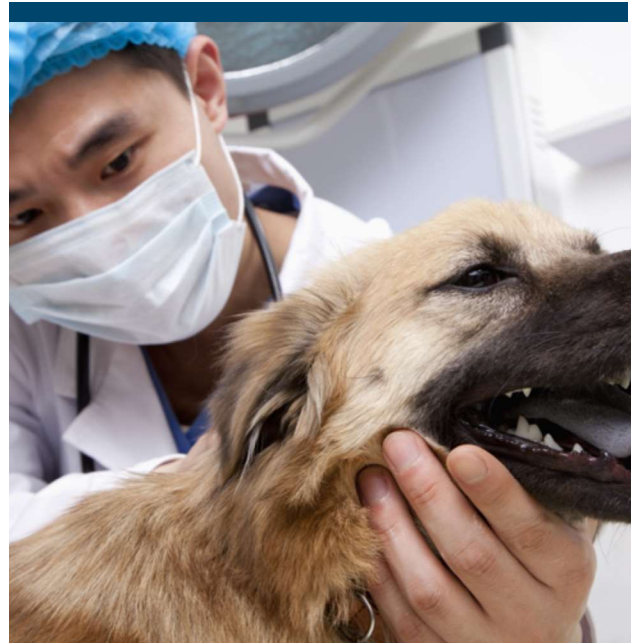
3.1.3 Health Care

Parasites and Infectious Diseases

Numerous parasites and infectious organisms can cause serious disease in dogs of all ages and can also cause disease in animals including dogs and humans. Parasites and disease can spread to other animals and humans either by direct contact with the animals themselves or by contact with the environment in which the diseased animals live. In a kennel/breeding facility the prevention and control of parasites and infectious disease, in combination with good hygiene practices, is essential to protect animal and human health.

Parasites and infectious diseases that will be discussed in more detail include ticks, roundworm, heartworm, lungworm, parvovirus, and ringworm. These agents are common across a wide geographical range in Canada and/or are newly emerging diseases that are anticipated to be of significant concern in the future. Regular consultation with a veterinarian will provide the expertise required to evaluate which parasites and infectious organisms pose a threat to the kenneled dogs.

The prevalence of canine parasites and infectious diseases within Canada are influenced by environmental variables including, but not limited to, local climate variation, emerging climate change, urbanization and migration of wildlife, and animal importation. Developing resistance to traditional treatment methods and viral/bacterial mutation also influence the prevalence of parasites and infectious disease. A veterinarian can work in cooperation with kennel operators to determine the most effective preventive and treatment programs to successfully manage parasites and infectious diseases that pose a risk to animal and human health in the kennel environment.



Ticks

Ticks are small parasites that can carry viruses and/or bacteria that are harmful to both dogs and humans. Ticks have mouthparts that attach to the skin of dogs and humans in order to get a blood meal. During this period of attachment, they can transfer harmful viruses and/or bacteria into the animal's bloodstream and cause disease.

Local veterinary and human medical health professionals can advise dog owners what ticks are common locally. Although mostly found in wooded or grassy areas, ticks can be found almost anywhere because they are carried by birds and other animals they feed on. Approximately 40 species of ticks can be found in Canada. Outdoors, tick season begins as soon as there is a 24-hour period in which temperatures are above the freezing point and continues until hard frost kills the ticks. With warm weather, the ticks seek out hosts, such as dogs or humans. They do so by detecting movement and increasing changes in temperature, such as an approaching warm body. Some ticks can survive for extended periods of time indoors.



The signs of disease that a dog will show depend on the infecting pathogen. As the climate changes, new geographic areas become infested. The period of preventative treatment for tick-borne diseases changes yearly. A tick preventative treatment program can be re-evaluated every year with the kennel operator's veterinarian.

Intestinal Parasites

Many different parasites can live in a dog's gastrointestinal system. The prevalent types of parasites will vary regionally, taking into consideration both the point of origin of a newly incoming dog to a kennel and the location of the kennel. The kennel operator's veterinarian will be the best source of information when designing an effective preventative deworming program.

One of the most common parasites found in a dog's gastrointestinal system are roundworms. They can be transmitted from the dam to the puppies in the uterus (*in utero*) or through the milk of the dam. They can also be transmitted by ingestion of infected feces. An effective roundworm preventative program will decrease the risk of infection of puppies and adults.

Other common intestinal parasites include, but are not limited to, coccidia, cryptosporidium, giardia, hookworms, whipworms, and tapeworms.

Intestinal parasites can be very difficult to remove if the kennel environment becomes infected. Effective preventative deworming programs include avoiding overcrowding and ingestion of raw meat or prey, immediate removal of feces, and excellent hygiene standards to prevent surface contamination.

Heartworm (*Dirofilaria immitis*)⁷

Mosquitos act as the vector for transmission of heartworm disease. It takes about seven months, once a dog is bitten by an infected mosquito, for the larvae to mature into adult heartworms. They then lodge in the heart, lungs, and surrounding blood vessels and begin reproducing. Signs of heartworm disease may include a mild persistent cough, reluctance to exercise, fatigue after moderate activity, decreased appetite, and weight loss. As heartworm disease progresses, pets may develop heart failure and the appearance of a swollen belly due to excess fluid in the abdomen.

Heartworm disease is a serious, progressive disease. The earlier it is detected, the better the chances the pet will recover. There are few, if any, early signs of disease when a dog is infected with heartworms, so detecting their presence with a heartworm test administered by a veterinarian is important.

Climate change and movement of infected dogs will affect the distribution of heartworm and therefore may alter the risk of heartworm disease in a geographic area. Local veterinarians are the best source of information for developing an effective heartworm preventative program for a kennel. Important considerations when evaluating the risk of heartworm disease, and recommending an effective control and treatment for the kennel include, but are not limited to:

- Heartworm testing of newly acquired dogs that were previously living in a heartworm prevalent location;
- Preventative treatment of dogs if the kennel is in a heartworm prevalent area, starting within one month of the beginning of mosquito season and extending one month beyond the end of mosquito season;
- Testing dogs older than seven months of age for heartworm disease before beginning heartworm preventative medication (testing of dogs before six months of age is not productive because the time from when an animal is infected with heartworm disease to when they will test positive for heartworm is at least six months);
- Dogs displaying signs of illness compatible with heartworm disease are promptly examined and treated as recommended by a veterinarian;
- Dogs living in heartworm prevalent areas are tested regularly for heartworm as directed by their local veterinarian; and
- Kennel operators who forget to administer preventative treatment to dogs in heartworm prevalent areas promptly consult with their veterinarian on appropriate follow-up care.

Lungworm⁸

Infection with canine lungworm is an emerging disease in Canada. Lungworm is a generic name for infection caused by one of a few different parasites that live in the respiratory tract. A variety of different lungworms can cause disease in different species of animals including dogs, and have been found in various geographical regions. Lungworm has been identified as being distributed over a wide range of the southern and eastern parts of Ontario, and in Atlantic Canada. Consult with a local veterinarian to determine the level of risk for lungworm infection and appropriate preventative strategies.

⁷ <https://www.heartwormsociety.org/pet-owner-resources/heartworm-basics>

⁸ <http://www.wormsandgermsblog.com/2016/02/articles/diseases/parasites/lungworm-in-ontario-dogs/>

Parvovirus

Canine parvovirus (CPV) infection is a highly contagious viral illness that affects dogs. The virus manifests itself in two different forms. The more common form is the intestinal form, which is characterized by vomiting, diarrhea, weight loss, and lack of appetite (anorexia). The less common form is the cardiac form, which attacks the heart muscles of very young puppies, often leading to death. Most cases are seen in puppies which are between six weeks and six months old. The incidence of canine parvovirus infections can be reduced radically by early vaccination of young puppies.

Dermatophytes (Ringworm)

Due to the close proximity among dogs in kennel/breeding situations and their zoonotic potential, infectious fungi can easily be transmitted among animals and from animals to humans.

Dermatophytes can manifest in many different clinical signs, but the most common signs are skin lesions. Dermatophytes can cause variable skin lesions including, but not limited to, hair loss, itchiness, and reddened and/or darkened skin. A Wood's lamp test is an initial method of detection and hair culture is often required to reach a conclusive diagnosis. Prompt veterinary care will control outbreaks and also reduce the risk of human infection.

REQUIREMENTS

1. Sick, injured, or diseased animals receive prompt treatment and nursing care. The treatment is appropriate for the condition. For animals that are not responding to treatment(s) according to protocols agreed to in advance with the kennel's veterinarian, veterinary advice is obtained without delay.
2. Dogs diagnosed with ringworm are to be isolated away from other animals and treated until a veterinarian has determined them to be cleared of infection, which typically is based on negative culture results. Puppies from the same litter that have tested positive can be housed together. These puppies/dogs are not sold or moved to a different facility until a veterinarian has determined they are no longer infected.
3. In the case of disease outbreak, kennel personnel wear appropriate personal protective equipment (PPE) as recommended by a veterinarian.
4. Fecal tests are carried out at least yearly by dog owners, more often in the case of disease outbreaks, or as deemed appropriate by a veterinarian.
5. All animals with test results positive for parasitic, viral, bacterial, or fungal infection receive appropriate treatment as recommended by a veterinarian.
6. Puppies are treated for intestinal parasitic infections with an agent effective against at least roundworm infection at two, four, six, and eight weeks of age, or as recommended by a veterinarian. Dams housed with puppies between two and eight weeks of age are dewormed at the same schedule, or as recommended by a veterinarian.
7. Dams are treated for intestinal parasitic infections before mating, with an agent effective against roundworm infection.
8. Adult dogs receive preventative treatment from dog owners at least bi-annually for common parasitic intestinal infections (e.g., roundworm) with an effective agent, or as recommended by a veterinarian.
9. Personnel are immediately notified of any zoonotic disease diagnosed in dogs.
10. All dogs are checked regularly for the presence of common external parasites such as fleas and ticks. All ticks found attached to a dog's skin are promptly and properly removed.

RECOMMENDED PRACTICES

- a. Consult with a veterinarian about kennel sanitation and health protocols upon receipt of positive tests for parasitic, bacterial, viral, or fungal disease.
- b. Institute a flea and tick prevention program in prevalent areas as recommended by the veterinarian.
- c. Institute heartworm testing and preventative treatment as recommended by the veterinarian.
- d. Kennel personnel seek immediate care from a physician when showing clinical signs compatible with zoonotic infections.
- e. Kennel personnel immediately notify the kennel owner/operator if diagnosed with zoonotic disease.

3.1.4 Vaccinations

Strategies for vaccination in a kennel are different in many ways from those for a privately owned pet. The risk of exposure to disease is increased, and the consequences of infection are potentially more severe for both the affected animal and the kennel population. A well-designed vaccine program can be a life-saving tool to keep kenneled dogs healthy. Some vaccines provide protection within a few days or even a few hours of administration, and can drastically reduce the occurrence of debilitating disease in a kennel.

Other vaccines, while slower acting and potentially requiring booster vaccines to achieve maximum efficacy, can prevent disease both within the shelter kennel and after release to new owners. Disease prevention through an effective vaccine program benefits the health of dogs in a kennel, as well as the health of potential buyers and their pets. Only CFIA-approved veterinary biologics are used in vaccine protocols.



Appropriate kennel vaccination protocols for puppies and adult dogs within each kennel will vary according to several factors and are best determined by consultation with the veterinarian. Some of the factors to be considered include:

- The amount and quality of maternally derived antibodies (MDA) ingested during the puppies' first few weeks of life. For example, puppies which do not receive colostrum will require earlier vaccination than those which receive adequate quantities of MDA.
- Vaccine efficacy may be reduced in puppies which have high MDA and as such will require a final vaccination after 14 to 16 weeks of age.
- The prevalence of various infectious agents in the environment and breed susceptibility.
- Puppies and dogs participating in socialization and training programs with animals external to the kennel are at more risk of contracting infectious disease.

REQUIREMENTS

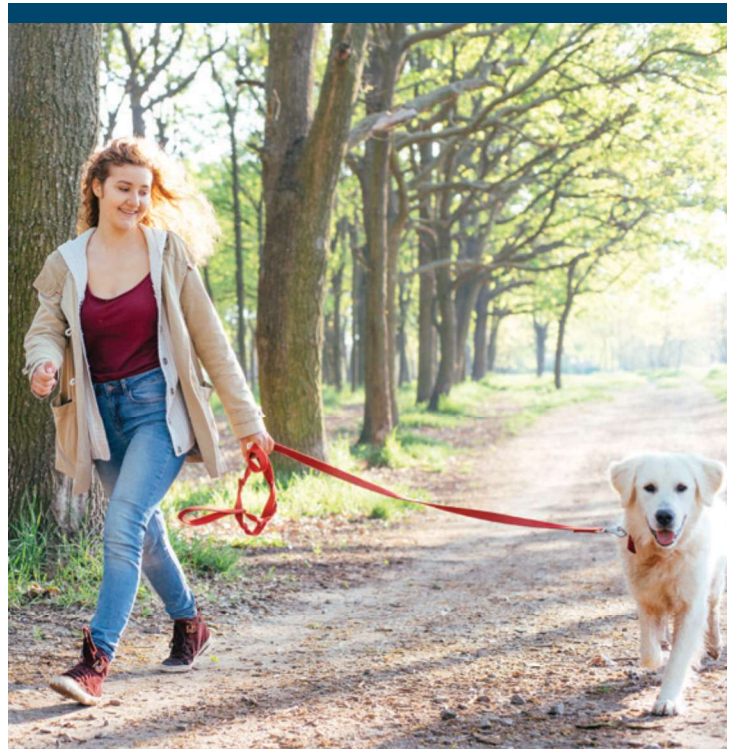
1. DA2P vaccines: Unless otherwise recommended by a veterinarian, puppies receive their initial vaccine between six to eight weeks of age and then receive at least two to three booster vaccines three to four weeks apart, such that final vaccination is administered between 14 and 16 weeks of age and 18 and 20 weeks in higher risk environments. Unless otherwise recommended by the veterinarian, adult dogs receive a booster vaccine one year after their final puppy vaccine and then on a schedule recommended by a veterinarian.
2. Rabies vaccines: Unless otherwise recommended by the veterinarian, puppies receive initial vaccines between three to four months of age. Unless otherwise recommended by a veterinarian, adult dogs receive a booster vaccine one year after the puppy vaccine and then on a schedule recommended by a veterinarian.
3. Vaccines are stored and administered in compliance with provincial legal requirements from the veterinary governing body.
4. Before eight weeks of age, puppies only contact and/or socialize with dogs current on vaccines and are not exposed to environments in which dogs with unknown vaccine status have been present.

RECOMMENDED PRACTICES

- a. Administer and keep vaccines current against Lyme disease, Leptospirosis, Bordetella, Parainfluenza, Influenza, and Coronavirus as recommended by a veterinarian.

3.2 Caregiver Training and Duties

It is the responsibility of kennel operators to ensure animal caregivers are appropriately trained, suitably experienced, and knowledgeable in meeting the health and welfare needs of dogs. The conduct of kennel caregivers with animals and humans is integral to the reputation of the premises as they are often perceived by the public to represent the ideals of the facility.



REQUIREMENTS

1. Caregivers provide ongoing effective, regular observation, and health care.
2. Caregivers ensure dogs do not associate with incompatible dogs, other adversarial animals, or nuisance wildlife.
3. The number of caregivers and their experience are sufficient to ensure the daily health and welfare requirements of dogs.
4. Enough time is assigned to complete sanitation tasks promptly each day so dogs are kept in sanitary conditions.
5. Caregivers are adequately trained and knowledgeable in animal care and husbandry. This includes knowledge of:
 - i. appropriate low-stress handling, restraint, training, grooming, and exercise;
 - ii. recognizing and taking appropriate action when animals display behaviours indicative of stress, anxiety, depression, aggression, incompatibility, illness, and injury;
 - iii. daily recordkeeping;
 - iv. sanitation protocols;
 - v. infectious disease protocols;
 - vi. proper maintenance, identification, and reporting of damage/deterioration of kennel facilities to ensure effective repair and prevent negative impacts on animal health and well-being;
 - vii. emergency protocols within the premises such as response to flood/fire, power failure, evacuation, accidental/acute animal injury/illness, and emergency contact procedure(s); and
 - viii. appropriate respectful interactions with animals, colleagues, and the public.

RECOMMENDED PRACTICES

- a. Evaluate caregivers every six to 12 months to review their competency at completing assigned responsibilities.
- b. Offer training opportunities to caregivers to improve their skills.
- c. Keep records of performance concerns for caregivers and address concerns in a timely fashion to avoid negative consequences for other dogs and humans in the kennel.
- d. Allocate a minimum of 15 minutes per day per dog for feeding and cleaning, as referenced in the Canadian Standards of Care in Animal Shelters.⁹

⁹ <https://www.canadianveterinarians.net/documents/canadian-standards-of-care-in-animal-shelters>

3.3 Behaviour, Socialization, Training, and Enrichment

3.3.1 Behaviour

Puppies are born with certain innate temperament traits. The degree to which these traits are displayed as behaviours is determined by genetics learned experiences, and socialization. Certain undesirable behaviours are at the greatest risk of developing in the first 12 weeks of life. Behaviour traits affect public safety, the ability of the animal to integrate successfully into society or their kennel, and maintain a good quality of life.

Actions such as biting, aloofness, prey stalking, misdirected herding, and excessive barking can cause conflict with humans or other animals. For dog breeds with character traits that could cause conflict in society, it is important for breeders to be diligent in selecting breeding stock, and properly training, socializing, and managing expressed behaviour responsibly. This minimizes both the risk of psychological stress to the animals and public safety risks. Responsible breeders will carefully screen potential buyers and educate them on the temperament traits inherent to that breed and the individual animal.

The role dogs are to have in their future homes as pets, place of work, or sport, will determine which behavioural traits are desirable. For example, herding dogs are best raised in an environment that stimulates their desire to work and enforces appropriate behaviours toward the types of animals and the humans they will be working with.

Look for compatibility between the dog and the future owner with regard to the person's ability to successfully manage the dog's behaviour in their future home. It is important for potential owners to describe their home environment and lifestyle in detail and demonstrate an ability to make the commitment to the dog's behavioural needs.

3.3.2 Socialization

Early exposure to and positive associations with novel environmental stimuli are important in raising socially well-adjusted dogs. Habituation refers to the process of an animal becoming non-reactive to commonly encountered non-harmful environmental stimuli. The level of stimuli exposure is kept low enough so as not to provoke a fearful response in the dog. Household noises, objects, and smells can all be incorporated into an early stimuli exposure program. Common noise stimuli include vehicles, sirens, television, doorbells, kitchen noises, thunder and lightning, vacuum cleaners, and knocking. Common tactile stimuli include carpet, concrete, water, snow, ice, tile, and grass, and various indoor and outdoor environments. Common visual stimuli include, for example, statues, umbrellas, balloons, and wheelchairs.



Socialization of the puppies is a primary goal for all kennel operators and caregivers. A socialization process of controlled, positive exposure of an animal to their own species, other animals, humans, and novel stimuli is essential for normal behavioural development. Puppies are in the critical socialization period from as early as three weeks up to and including 12 weeks of age. During this period, brain chemistry is developing emotional intelligence and the dog is learning to become a functioning member of both human and dog societies. During this time, as little as one exposure to novel stimuli is enough to shape a puppy to learn or accept something new. After 12 weeks of age, novel situations can be perceived as potentially dangerous and can invoke a fear aggression response.

During the socialization period puppies can benefit from being exposed to humans with various characteristics, including different ages, genders, and physical characteristics, such as glasses, hats, and beards. Early exposure of puppies to humans greatly influences the future acceptability of the animal in a home setting. Ensure humans who socialize the puppies have clean hands and feet to decrease the risk of transmitting illnesses among dogs. Daily gentle handling of the puppies gradually increases their plasticity and ability to adapt to change and stress. Improperly socialized dogs are fearful of humans, may become fear-biters, and may have more difficulty with handling and cohabitation.

Effective dog socialization includes interaction with other dogs. Puppies learn important developmental behaviours from other puppies and adult dogs, through imitation and play. Most dogs benefit significantly from a minimum of 30 minutes per day of contact with other dogs and, if appropriate, when housed together. Negative experiences associated with stimulus at this age can be detrimental. Rough dog interactions, in particular, run a high risk of imprinting dog-to-dog aggression. Effective supervision and intervention by caregivers minimizes negative experiences.

It is important for owners to be informed that during the puppies' development in the first year, they may experience periods of fear in which they are very sensitive to traumatic experiences that can have a lifelong effect on future behaviours. Research indicates that the eight- to 10-week period is a particularly sensitive time.

3.3.3 Training

Reward-based methods used in humane training have resulted in positive long-term impacts of decreased aggression, attention-seeking, and fear. There is also evidence that these methods improve a dog's ability to learn. Behaviour modification through classical conditioning and/or desensitization and counter-conditioning can be effective when performed below the threshold that would cause distress, anxiety, or fear in a dog. Aversive training techniques are strongly discouraged. These methods may include confrontational and/or physical methods of training such as the use of force, rolling dogs, scruffing, growling, muzzling, jowling, shaking, or staring dogs down. Such techniques create fear and therefore may increase the likelihood of a fear-induced aggressive response. Similarly, the use of aversive devices such as choke, pinch, prong, or electronic collars is strongly discouraged in favour of more humane alternatives such as head halters.¹⁰

10

<https://www.canadianveterinarians.net/documents/humane-training-methods-for-dogs>

Kennel operators can begin practical skills training from the moment a puppy first begins to jump. A four-week-old puppy's instinct is to jump when asking to interact socially. Teaching the puppy that he is heard through a sit behaviour is crucial for later behaviour. Rewards can be given from that age for keeping all four feet on the floor and sitting. A high-pitched sound can be used to call the puppies to come to their food. In time, that sound can be matched with a command such as "come" and subsequent reward. Finally, a kennel operator or caregiver can teach a puppy that they can offer a desirable behaviour and get a response from humans. Using clicker training, puppies can be rewarded each time they step onto a mat or shoe box lid. A dog that understands this concept realizes the best way to get what they want is to rely on a human. This teaches impulse control.

New dog owners are strongly encouraged to continue reward-based training initiated by the kennel operator. Training classes offer a great opportunity in which to teach dogs positive behaviours and to teach owners how to successfully train their new dog. It is important for dogs to be current on their vaccination schedule and follow a deworming schedule determined by their veterinarians before attending these classes.

Dogs benefit from a space of their own where they can feel secure. Dogs can vary in their selection of this space, which will allow a dog to self soothe when stressed and provide a safe place to take a rest after a training or exercise session. At times, a confined structure is best for the safety of the dog and humans. Puppies benefit through separation from their litter for short periods of time to help cope with the eventual separation when they are sold. Providing a high-reward treat in a secure space is one way to encourage this separation. The length of time they are alone may be gradually increased over time.

3.3.4 Enrichment

Studies have shown that animals raised in an enriched environment are able to learn and retain more information. These animals are also more stable and cope with and recover from frightening or stimulating situations more effectively. The results of positive and varying stimuli in the environment are smarter, and more interactive and trainable dogs.



Caregivers can provide enrichment for dogs through regular play, and by exposing dogs to various outdoor and indoor settings, toys, training, exercise, and affection. Dogs are social animals and benefit from social interaction with their own species and/or with humans. There are many sources available on suitable enrichment for dogs. Failure to provide enrichment can lead to development of boredom, anxiety, insecurity, and destructive behaviours. This can eventually lead to the development of stereotypic behaviours, such as excessive grooming or repetitive pacing.

A stimulus rich environment includes interactive toys, tunnels, steps, and obstacle courses that are constantly changing. New games and training challenges keep the puppies and adults stimulated, learning, problem solving, and promotes self-confidence.

REQUIREMENTS

1. When placing dogs in homes, evaluate the behaviour of dogs and ensure the home is suited to their personality and behavioural traits. Explain to potential owners the behaviour characteristics of the dog of interest before sale or exchange.
2. Socialization and humane-training plans that expose dogs of all ages to positive experiences are in place and readily available for review. These plans teach the development of confidence and trust; and do not expose dogs to negative experiences that result in fear, pain, injury, or illness.
3. Humans who interact with dogs of all ages ensure their clothing, hands, and feet are clean in order to minimize the risk of disease transmission to dogs.
4. Starting at birth, caregivers handle puppies gently on a daily basis.
5. Puppies between three and eight weeks of age receive a minimum of 20 minutes twice a day of socialization with humans. Some of this time is spent with each puppy individually.
6. Dogs and puppies older than eight weeks of age receive a minimum of 30 minutes per day of contact with other compatible dogs, and at least 30 minutes per day of direct contact with humans.
7. Puppies between eight and 12 weeks are exposed to experiences outside the kennel environment, including leash walking, car rides, and positive veterinary visits.
8. Daily enrichment is provided to dogs. Enrichment includes play, exposing dogs to various outdoor and indoor settings, toys, training, exercise, and affection. The type of enrichment tools and length of exposure will vary greatly depending on the age and temperament of the dog.

RECOMMENDED PRACTICES

- a. Seek professional help from veterinarians and trained behaviourists as quickly as possible if undesirable behaviours develop.
- b. Ensure dogs to be sold to new owners are well-adapted socially, do not display aggression or maladaptive fear, and readily display personality traits suited to possible future environments.
- c. Begin early reward-based training programs at the kennel and encourage new owners to continue training the dog in its new environment.

- d. Habituate and/or socialize dogs with other animals of the same and other species when compatible and safe to do so.
- e. Habituate dogs to various environmental stimuli outside the kennel.
- f. Expose dogs to humans of varied age, gender, size, and dressed in varied attire.
- g. Expose puppies to small daily changes in their enriched environment. The level of change and challenge is increased as the puppies grow older.
- h. Provide adult dogs with challenges that promote learning and self-confidence.



Section 4

Husbandry Practices

4.1 Responsible Breeding

The breeding of dogs is a serious responsibility that requires a commitment of education, time, and financial resources. Responsible breeders have an in-depth understanding of animal health and welfare. They strive to breed dogs that experience a good quality of life. A good quality of life is one in which dogs normally experience a state of complete physical, mental, and social well-being, without disease or illness. Breeders can achieve this by following the requirements and recommended best practices established in the CVMA Code of Practice for Canadian Kennel Operations and by having a good working relationship with a veterinarian.



Responsible breeders have extensive knowledge of the breed's history and are up-to-date with new research relevant to the breed. They work to prevent inbreeding and genetic defects. Their end goal is to produce a breed conformation in which the dog is able to exhibit natural behaviours with ease. Responsible breeders will work to eliminate conformation traits that negatively affect the dog's ability to perform normal functions such as unobstructed breathing, being able to give birth naturally, and moving without pain and with a normal range of motion. Breeders will provide written guarantees of a dog's health and conformation, providing results to the buyer for any medical testing that has been performed specific to a breed's predilection for certain genetic problems. Additionally, they will only raise one or two specific breeds. Responsible breeders will seek constant improvements to the dog's temperament, conformation and suitability to their chosen environment.

Responsible breeders will provide enriched environments with adequate socialization and evaluate early behaviour traits to ensure proper placement. A responsible breeder will stand by their dogs and accept returns when the match with a new owner is not right.

4.1.1 Genetics, Conformation, and Temperament

Genetics

Genetics, the environment, and developmental factors play an important role in both the physical appearance and temperament of puppies. Selection of both the male and female are equally important when choosing a breeding pair as puppies inherit half their genetic material (DNA) from each parent. Puppies in one litter will vary in genetic makeup.

Genetic traits can be labelled dominant or recessive. When a gene is dominant the puppy only needs to inherit it from one parent for the gene to be expressed. When a gene is recessive, in order for the gene to be expressed, the puppy must receive it from both parents. Testing for inherited disease aims to improve the overall genetic health of offspring. With advances in genetic DNA testing, it is now easier for breeders to select breeding pairs that are at lower risk of passing on non-desirable genes to their puppies. If a dog tests positive for genetic disease using DNA testing, then they are not a good candidate for breeding.

Where validated tests for inherited disease are available, it is in the best interest of dogs intended for use in breeding to be tested and re-tested as advised by a veterinarian. A veterinarian can evaluate test results to determine which animals are well-suited for a breeding program and which animals are unsuitable for breeding.

For inherited disorders in which no suitable detection test is available, breeders can consult with a veterinarian and a reputable source of information on inherited problems in the breed to assess the occurrence of these disorders in their genealogy and develop an appropriate breeding program.

Whether or not to breed related dogs is a serious consideration with respect to the health of their offspring. Breeding of dogs related to one another will increase both the positive and negative traits of those individuals in their offspring. If dogs with similar genetic problems are bred together, these problems will become more emphasized in their offspring; therefore, these dogs are not good candidates for a breeding program. Physically apparent genetic problems such as shortened noses, significantly angled joints, or excessive skin folds are easily recognized. Do not breed dogs with similar problems. Internal genetic problems such as hip dysplasia, kidney disease, or eye disease, are not easily recognized. Genetic screening tests using X-rays, blood testing, and ultrasound can help identify internal genetic problems. Dogs positive for these genetic problems are not suitable for a breeding program.

It is the responsibility of the breeder to inform potential dog owners of inherited diseases within the breeds they are raising and to disclose all available test results for the dog and its sire and dam. Potential dog owners are well-advised to be aware of what genetic diseases can exist in the prospective breed.

An excellent site listing hereditary diseases in dogs can be found at <http://discoveryspace.upei.ca/cidd/>. More information on breeding health issues may be obtained from the Canine Health Information Centre at <http://www.caninehealthinfo.org/>.

Conformation

Conformation refers to the general shape, structure, and appearance of a dog. The breed standard for conformation is a description of the breed's appearance and movement. Breed standards differ around the world. Most breed standards include conformation describing general appearance, temperament, balance and size, coat and colour, head, neck, forequarters, body, hindquarters, tail, and gait. The notion of ideal conformation is largely subjective.

It is in the best interest of animal health and welfare that breeding stock and offspring be able to see normally, breathe normally, move with normal range of motion and exercise tolerance, and give birth naturally. Some breed standards perpetuate conformation traits that negatively impact quality of life and ability to practice normal behaviours. This is undesirable.

Abnormalities in bone and joint composition predispose the dog to joint disease, arthritis, and an inability to bear weight normally. Shortened respiratory tracts can result in constant obstructed breathing or exercise/heat intolerance. Excessive skin folds can lead to increased susceptibility to skin infection or damage to other parts of the body. Faulty conformation in the areas surrounding the eyes will result in an increased risk of eye disease and can compromise vision. The dam can be prevented from giving birth naturally if the puppies have large broad heads.

Temperament and Breed Traits

Puppies are born with certain innate temperament traits. The degree to which these behaviours are displayed is determined by genetics, environmental factors including positive or negative experiences, and socialization.

Prevention of undesirable breed traits being passed to offspring begins with the selection of the sire and dam. Many tests exist for temperament evaluation and may be useful to the breeder for detecting problem behaviours. Temperament traits to be tested for include aggressiveness, excitableness, fearfulness, anxiousness, and playfulness.¹¹

Responsible dog breeders are aware and knowledgeable of potentially undesirable behaviours, and they will carefully screen their breeding stock and offspring to eliminate problem behaviours from the gene pool.

11 Jones AC, Gosling SD. Temperament and personality in dogs (*Canis familiaris*): A review of evaluation of past research. *Appl Anim Behav Sci* 2005;95:1-53. doi:10.1016/j.applanim.2005.04.008

REQUIREMENTS

1. Breeders are educated about the common inherited diseases and conformation traits that may negatively impact quality of life and prevent normal functions for the breeds they are raising.
2. The dam and sire are not bred for the first time until genetic testing, as recommended by a veterinarian, is performed on dogs whose breed carries inherited diseases.
3. Dogs that test positive for inherited diseases are not bred.
4. Breeders provide new owners with genetic test results for both the puppy and its parents.
5. Dogs with physically apparent genetic abnormalities are not bred to dogs with similar abnormalities.
6. Dogs with known internal genetic abnormalities are removed from the breeding program.
7. As confirmed by the veterinarian, dogs with conformation traits that negatively affect their quality of life are not bred.
8. Remove animals from the breeding program that are not able to see or breathe normally, are not physically fit or able to run freely, and are not able to give birth to viable offspring.¹²
9. Dogs that display undesirable behavioural traits such as excessive fear, overt shyness, or inappropriate aggression, are not used for breeding.

RECOMMENDED PRACTICES

- a. Spay or neuter animals removed from the breeding program, including dogs that carry inherited diseases or have conformation traits which prevent normal functions or negatively impact quality of life.
- b. Ensure prospective new owners learn about inherited diseases common to the breed they are considering.
- c. Consult with a specialist in an area of genetically derived diseases in order to eliminate or decrease genetic defects.

4.1.2 Soundness

The physical and mental well-being of both the sire and dam are essential for the production of healthy offspring. It is important that the sire and dam are in good overall health. This includes, but is not limited to, a healthy appetite, a good body condition score, normal stool, and being free of infectious disease. They are alert, responsive, and eager to engage in activities typical of their breed. Prior to breeding, evaluate dogs for soundness in partnership with a veterinarian.

Pre-breeding soundness evaluations are a great opportunity for veterinarians and breeders to develop a team-based approach in deciding which dogs are best suited to a breeding program based on their temperament, behaviour, genetic makeup, and overall health. It also enables the team to eliminate dogs from the breeding program which have physical flaws, genetic flaws, or negative mental states that pose a risk to public safety or impair the dog's ability to integrate into a breeding program and be socially well-adapted.

12 The Breed Watch Booklet, available from the UK Kennel Club, is a useful tool for promoting pedigree dog health: http://www.thekennelclub.org.uk/media/341575/breed_watch_booklet.pdf



In order to have an adequate history of a breeding dog's soundness, it is important that all veterinary medical records, registration papers, and collected and/or stored samples, are properly identified for each dog. Physical description, tattoos, microchips, unique identifying features, complete registered name, as well as commonly used name are important identifiers.

Reproductive History

A complete review of the dog's overall health and reproductive history is important for evaluating a dog for soundness before entering a breeding program. A complete review includes:

- Assess duration, frequency, and dates of previous heat cycles for the dam.
- Review previous breeding experience and outcomes. This includes matings, litters born, and number of pups per litter, prior surgical interventions, viability of offspring, genetic or congenital disease in offspring, and changes in libido over time.
 - Note whether the animals were receptive when trying to mate and, if so, what signs they were showing. This includes flagging, mounting, play bowing, licking and sniffing genital area, and correct positioning when mounting.
- Review prior use of reproduction specific drug therapy or other drugs.
- Consider previous negative sexual experiences. This includes pain while mating due to underlying disease or injury associated with the penis, prostate, back, or limbs.
- Consider if dogs have been punished previously for showing sexual interest, such as mounting. These dogs may be reluctant to breed in the presence of those animals and/or the humans who punished them.
- Consider, if animals were bred naturally or via artificial insemination. Note what methods of sample collection and insemination were used.



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- Assess the health of the dog, including any previous/current illness or injury that could affect reproduction. This includes results of previously performed diagnostic tests and status of vaccination, deworming, and heartworm treatment.

Physical Examination

A veterinary examination for breeding soundness will help identify dogs that are good candidates for a breeding program. This will also aid in identifying dogs that are not suitable for breeding at the time of the examination.

As part of a breeding soundness examination, a veterinarian can:

- Evaluate the animal's gait when entering the examination room and for signs of skeletal abnormalities.
- Look at, listen to, and feel the entire animal, paying particular attention to characteristics known to be inherited.
- Perform a physical of temperament, fear, aggression, anxiety.
- Assess the uterus, vulva, vagina, and mammary glands (for females). These areas are assessed for size, shape, symmetry, and placement, and presence of abnormal growths or appearance, discharge, or pain.
- Assess the penis, penile sheath, testicles, and prostate (for males). These areas are assessed for size, shape, symmetry, and placement, and presence of abnormal growths or appearance, discharge, or pain.
- Perform blood tests to evaluate overall health, to monitor for infectious disease such as *Brucella canis*, or to monitor hormone levels such as progesterone, estradiol, or thyroid.
- Examine X-rays, ultrasounds and endoscopy results to evaluate internal structures that cannot be readily evaluated by sight, sound, or feel.
- Obtain semen samples to determine sperm counts, anatomy, and viability.
- Obtain urine samples to evaluate for underlying inflammation, infection, or other diseases that could negatively affect reproductive success.

Reproductive Career

When to start breeding a dog will vary depending on the breed, age, and stage of sexual maturity. Small breed dogs are usually bred starting at the second heat cycle. Large and giant breed dogs tend to cycle less frequently than small breed dogs and may be bred on the first heat cycle if it occurs at two years of age or older.

The acceptable frequency and total number of times an animal is bred depends on the physical, mental, and reproductive health of the animal. The dog's reproductive history in regard to sperm production, conception rates, and ease of whelping will influence the recommended frequency and duration of breeding. Animals which exhibit reproductive complications at a young age can have persistent and/or worsening complications as they age. The male can be used for breeding as long as he is capable of ejaculation, has normal sperm production, and does not have underlying illness or injury that causes discomfort during breeding. Sperm counts will naturally decrease with age and make the likelihood of successful fertilization decrease with time. It will take about four

months from the female's last heat cycle for the uterine lining to normalize and be able to support pregnancy. The numbers of eggs released with each heat cycle diminishes with age, decreasing the rate of conception with time. Younger dogs are generally more fertile and have less difficulties with pregnancy.

When to retire dogs from breeding will vary depending on breed, age, and overall health status. Any dogs that develop illness or injury that causes pain or discomfort when breeding, or develop signs of diseases that are transmissible to any other dogs, are no longer suitable candidates for a breeding program. Males are generally ready to retire at 10 to 12 years of age, or sooner if sperm counts decrease or reproductive success continually decreases with age. Female dogs are generally ready to retire at eight years of age and large breed dogs at six years of age. As females age there is an increased risk of obstetric complications (i.e., unable to give birth naturally, uterus twisting, retained puppies and placentas, mammary/uterine infections). Female dogs do not experience menopause so they can have heat cycles their entire life; these cycles may occur with less frequency as the female ages.



Infectious Diseases that Affect Soundness

Brucellosis is an infectious disease that can be carried by both male and female dogs. Infectious animals are identified by a blood test. Certain strains of *B. canis* can be transmitted to humans, and is a reportable disease in Canada. This means that anyone who suspects that an animal has brucellosis must immediately notify a CFIA veterinarian. Brucellosis negatively impacts both male and female fertility and overall health. Responsible breeding practices include consulting with a veterinarian about testing all new dogs for brucellosis which are being considered for a breeding program, yearly screening of dogs being bred, and eliminating those which test positive. If a positive test is found in a resident dog, all other dogs in the kennel are to be tested and dogs which have recently left the kennel are also located and tested.

Canine herpes virus (CHV) causes an infectious disease of the reproductive tract that can be carried by both the male and female. The virus is identified through a blood test. This virus can cause a 100% death rate in affected litters and death can occur within a 24-hour period. It is often too late to save a puppy once clinical signs are apparent. In litters of newborn puppies that experience high rates of illness and death, responsible breeding practices include consulting with a veterinarian about testing the sire, dam, and offspring for this virus, treating sick puppies, and reviewing the breeding program to prevent future similar incidents.

REQUIREMENTS

1. Before introducing a dog to a breeding program, consult with a veterinarian to identify genetic abnormalities known to be inherent to the breed, and test for those abnormalities appropriately.
2. Before entering a breeding program, dogs are determined by a veterinarian to be sound for breeding.
3. Dams are not bred before their second estrous cycle or 18 months of age, whichever comes first, or as otherwise recommended by a veterinarian.
4. Dogs that are affected by disease or injury causing pain while breeding are removed from the breeding program until such time as the issues are resolved.
5. Dogs showing clinical signs of infectious and/or zoonotic disease are removed from the breeding program until such time as they are deemed healthy by a veterinarian.
6. Dogs that are not socially well-adapted resulting in a threat to public or animal safety, or display a psychological aversion to breeding, are removed from the breeding program.
7. The frequency of breeding, total number of breedings, and age to retire animals from breeding, are determined in consultation with a veterinarian.

RECOMMENDED PRACTICES

- a. Keep records of occurrence of heat cycles.
- b. Test breeding dogs and offspring as recommended by a veterinarian for infectious disease that negatively affects reproductive success including brucellosis (*B. canis*) and canine herpes virus infection (CHV).
- c. When considering a new dog for a breeding program, collect as much historical breeding and overall health information about the dog as possible.
- d. Properly document and identify all breeding animals as well as their records and samples.

4.2 Handling, Restraint, and Grooming

Kennel caregivers can train dogs to enjoy handling and be at ease with restraint through positive reinforcement. The approach taken may differ based on the dog's experiences and reaction to handling and may involve conditioning, counter-conditioning, and desensitization. The best method of handling provides the least restraint required to allow the specific procedure(s) to be performed properly. It will minimize fear, pain, stress, and suffering for the animal, and protect both the dog and personnel from harm. Handling and restraining in a confrontational or forceful manner can lead to serious physical and



psychological consequences for dogs. The physical limitations placed on an animal can transform the animal's experience of stress into distress.

Grooming is necessary for all dog breeds. Grooming can include coat maintenance, ear care, maintenance of the hair and skin around the eyes, and nail trimming.

The type of coat grooming required is dependent on the breed. The use of positive reinforcement will allow dogs to be at ease while being brushed, bathed, and dried. When coat care is ignored, dogs can develop mats close to their skin, resulting in continuous pain and at times, open wounds. Caregiver training is crucial for using appropriate grooming tools and methods depending on the coat type. Grooming tools need to be maintained in good working order.

Since dogs and puppies experience continual nail growth, they will need to have their nails trimmed to an appropriate length during their entire lives. Breeders who use positive reinforcement to train puppies to be at ease with nail trimming set them up for success in their adult life. If a dog's nails are not trimmed, the quick, or blood supply, of the nail will become too long. This leads to increased pain and bleeding when the nails are trimmed. Additionally, dogs can have difficulty walking and are more susceptible to toe injuries. Dogs who have not had their paws and nails handled as puppies may become fearful and aggressive when their paws and nails are handled as adults.

REQUIREMENTS

1. Use positive-reinforcement methods for routine handling and restraint.
2. The method of handling provides the least restraint required to allow the specific procedure(s) to be performed properly. It will minimize fear, pain, stress, and suffering for the animal, and protect both the dog and personnel from harm.
3. Provide regular breed-appropriate grooming, preventing matting and related skin injury.
4. Personnel are adequately trained to handle and groom the dogs.
5. Grooming tools are maintained in good working order and are regularly sanitized in keeping with health management and infectious disease control protocols.
6. Trim nails as required to prevent them from becoming overgrown.

RECOMMENDED PRACTICES

- a. Familiarize dogs with handling and grooming procedures from a young age.

4.3 Puppy and Dog Placement

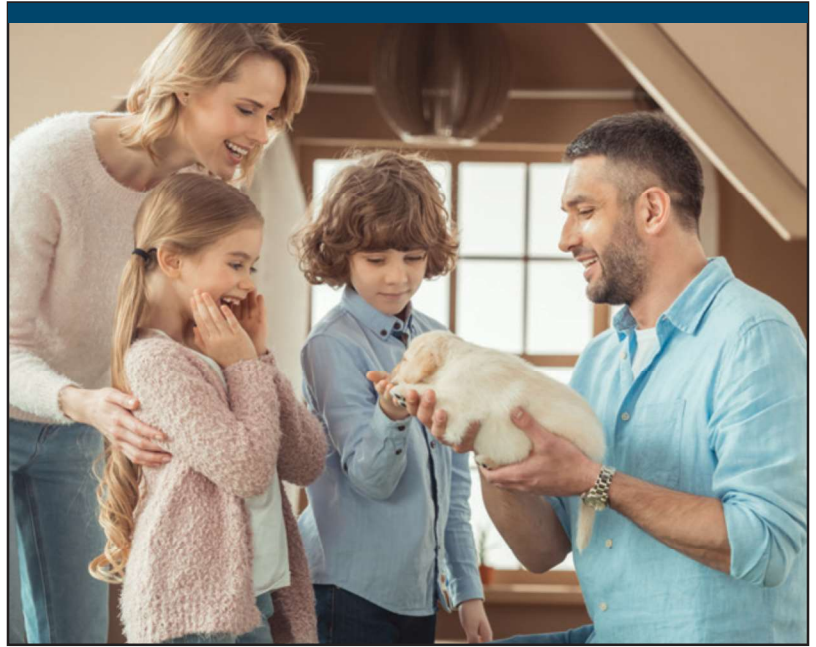
Reputable breeders will make it easy for interested buyers to contact the seller and locate the breeding premises for viewing the dogs.

Reputable kennel operators will provide new owners with documentation describing the conditions of sale and care provided to the animal. Signed contracts of sale or agreements describe the animal sold, existing

guarantees or warranties, sales receipts, and return/refund policies. Responsible breeders will also provide documentation of medical history for the animal including preventive health care, future medical needs, diagnosed/treated illness/injury, and diagnosed/prevalent genetic disorders.

Information within these documents includes:

- Name, address, phone contact, and email address of breeder and purchaser;
- Physical description of animal purchased (i.e., breed, age, gender, colour, name, permanent ID, unique markings);
- Cost of purchase and dated receipt to acknowledge payment;
- At what age to spay/neuter the animal if the breeder does not want the animal to reproduce;
- Any previously diagnosed illness, injury, or inherited disorders; including any veterinary medical records or test results to support these diagnoses;
- Veterinary preventive care to date including veterinary examinations, vaccinations, parasite treatments, ongoing booster vaccines, and follow-up deworming, including any veterinary medical records to support these treatments; and



A clearly defined return/refund/exchange policy.

- The return/refund/exchange policies include the following information:
- The new owner agrees to have the dog examined by a veterinarian within a set period of time. Take into account that many diseases have an incubation time of two weeks before the dog starts to show clinical signs;
- A fixed time period during which the new owner may return the dog. Reasons for return include, but are not limited to, hereditary/congenital diseases, incubating illnesses, as well as injuries present before sale;
- The details of what veterinary documentation is required to support a diagnosis for application of the return policy;
- A clear policy regarding the return of the animal due to behavioural concerns or other reasons not related to the physical health of the animal. These may include, but are not limited to, incompatibility with other animals/humans and changes in owner's ability to provide the dog with a good quality of life; and
- Precise details as to whether the policy includes a full or partial monetary refund and/or exchange for a new dog.

Dogs sold as pets are often accompanied by a non-breeding contract, which is a binding agreement that does not allow the dog to be bred. There are health benefits to having dogs spayed or neutered and it may also prevent certain behavioural problems.

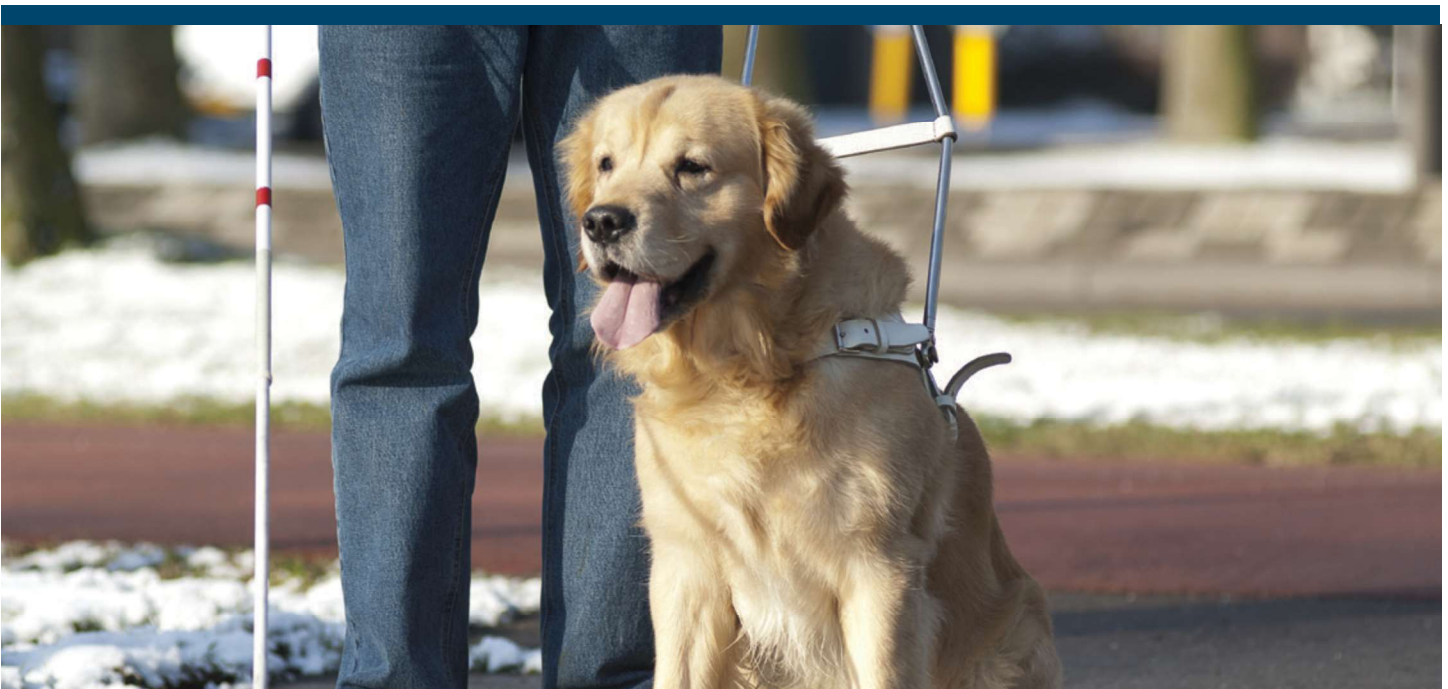
REQUIREMENTS

1. Puppies considered for sale are fully weaned and eating independently and are at least eight weeks of age before being given to their new owner, unless otherwise directed by a veterinarian.
2. Any puppies or adult dogs considered for sale are healthy, bright, alert, and sociable.
3. Any exchange of ownership includes a written agreement. This agreement includes unique identifiers of the new owner, the former owner, the dog, and a date and the terms of the exchange of ownership.
4. Dogs are engaged in a veterinary-directed healthcare program before exchange of ownership. This ensures dogs are up-to-date on vaccinations and parasite treatments.
5. Provide documentation on the health care and medical history of the dog to the new owner, and the care required.
6. Before sale, disclose any known history of conformation traits within the family line that prevent normal function or negatively impact the quality of life, any cosmetic alterations, and any behaviour concerns.

RECOMMENDED PRACTICES

- a. Determine the prospective buyer's ability to provide the dog with care appropriate to its needs including:
 - i. verification that they are 18 years of age or older;
 - ii. the ability to keep the animal at their residence (request landlord's written permission and contact information if renting);
 - iii. ensuring the dog can be kept safe when outdoors and protected from inclement weather;
 - iv. the ability to afford cost of care for basic necessities (food, housing), preventive health care, and unforeseen illness/injury;
 - v. allergy considerations;
 - vi. the ability to provide appropriate socialization, exercise, and training; and
 - vii. the ability to provide references upon request.
- b. Provide the written contract to prospective buyers in advance of the exchange of ownership.
- c. Provide information on common inherited diseases to prospective buyers.
- d. Allow prospective new owners to interact with the dog in a familiar environment where it was raised, with its littermates and its parents when possible. Take into consideration appropriate measures to keep humans and dogs safe from exposure to infectious disease or injury.
- e. Where a heritable disease is recognized in a breed and where a screening process or a test exists for this disease, disclose and provide written documentation of test results to prospective new owners for the dog as well as the dog's parents. If no testing was performed, disclose this to the prospective new owner.
- f. Provide written documentation to the purchaser on the care received to date and ongoing care required for the dog, including:

- i. **Diet** - type, volume, frequency to be fed, and how to gradually introduce new diets. Breeders supply a week's worth of the animal's current diet to ensure a gradual diet change to minimize the risk of digestive upset;
 - ii. **Grooming** – nail trimming, fur clipping, bathing, brushing, ear cleaning, and dental care;
 - iii. **Socialization and behavioural characteristic for the age and breed of dog** – exercise, play, training, and interaction between dogs and other animals including humans;
 - iv. **Housing** – appropriate shelter if housed outdoors, kennel training if housed indoors or travelling;
 - v. **Spaying and neutering** – recommended if animals are not intended for a breeding program or have undesirable genetic or behavioural traits; and
 - vi. Upcoming **vaccine and parasite treatments** as directed by the veterinarian.
- g. Monitor the health of the purchased dogs and note problems that occur in connection with the lineage.
 - h. Accept return of dogs from purchasers who are no longer able or willing to care for the dog.



4.4 Considerations for Working Dogs

A working dog is kept primarily for activities that include, but are not limited to, scent detection, service and human assistance, livestock protection, breeding, sled-pulling, hunting, wildlife control, person and property protection, and performance. Service dogs are dogs which are trained and bred to assist persons with physical and/or mental challenges including post-traumatic stress disorder (PTSD), autism, limited mobility, and diabetes, or seizure detection. Guide dogs refer specifically to those dogs which are trained to work with the blind. Some working dogs are kept as pets in a home while others are kept outdoors.

Some dogs are more appropriate for certain types of work. This is based on a thorough evaluation of the dog's conformation, temperament, and willingness to learn and perform specific tasks. Positive training methods with suitable dogs will result in the best working dog for the job. As with all dogs, working dogs require appropriate living conditions including suitable housing, sufficient exercise, and appropriate rest/play periods. The end goal is to produce a working dog that enjoys performing their job because they truly like the work, have a good working bond with their trainer and/or handler, and are not suffering from physical or psychological stress.

When specialized equipment is required for the dog to be able to perform their job it is important that it is well-fitted and made so the dog is comfortable and will not suffer an injury from the equipment. Avoid having dogs carry or move an object beyond their physical capabilities.

REQUIREMENTS

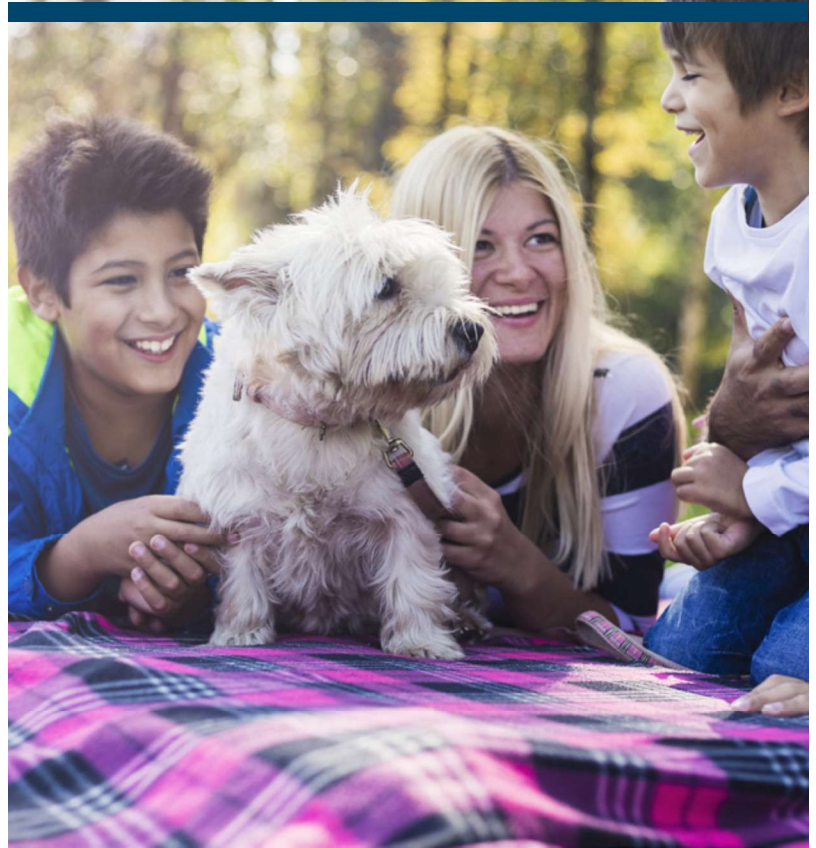
1. Working dogs are selected for work based on their breed, including the appropriate conformation and temperament for the specific work they will be engaged in.
2. The work that dogs are engaged in is appropriate for the physical capabilities of the dog.
3. Dogs work willingly and within their capabilities and conditioning. They are given appropriate rest and play periods.
4. Dogs are housed in such a way as to allow them to display natural behaviours, to socialize with or without other species of animals and humans, as appropriate, and to protect public safety.
5. Performance-enhancing drugs are not used unless prescribed by a veterinarian to improve the quality of life for the dog.
6. Handlers assess working dogs for weight loss, hydration, injury, behaviour, attitude, and willingness to work.
7. Work-related weight loss, illness, or injuries are immediately addressed and appropriately treated.
8. Positive-reinforcement training methods are used.
9. Dogs are eager to work and do not suffer from distress when engaged in their work.
10. Appropriate measures are taken to protect dogs from illness or injury due to inclement weather and extremes in temperature including dehydration, frostbite, hypothermia, and hyperthermia.
11. Dogs are provided with protective equipment appropriate for the conditions they will be working in.
12. Equipment worn on the dogs such as footwear, harnesses, or collars are properly fitted and constructed to ensure comfort and prevent injury.

RECOMMENDED PRACTICES

- a. Perform veterinary evaluation of the dog to determine their physical and behavioural suitability for the work.

4.5 Aging and Retirement

When operating a breeding kennel, it is important to recognize that as dogs age special issues will arise including end-of-life decisions. A geriatric dog may no longer be suited for their designated purpose. At this point, it is important for kennel operators to decide whether to keep the dog in the kennel for the remainder of its life, or if it is better to rehome the dog. When a dog shows signs of aging depends on various factors including their breed, size, activity level, and amount of work they have performed over time. Signs of aging may include, but are not limited to, a decreased energy level or willingness to play/exercise, changes in female heat patterns including frequency of heat cycles and duration/volume of bleeding with each cycle, decreased ability to see/hear, decreased mobility, development of growths on the body, or changes in thirst/appetite/weight.



If an aging dog is kept in the kennel, the facility has a responsibility to determine the resources and commitment to provide the dog with the special care it may need to provide a good quality of life as it ages.

Aging working dogs may be well-suited to be rehomed where they can act as mentors for training puppies and young adult dogs. A retired breeding dog may be well-suited for a new home as a family pet, considering whether prospective new owners are aware of and well-suited to the inherent breed characteristics and unique personality traits of the dog. When rehoming an aging dog, care and scrutiny is used in finding a suitable home. Animal rescues or shelters can be a resource to help find placement for retired dogs in new homes. A dog that has been well-socialized and cared for over time will have the best chance to be successfully placed in a new home. Responsible breeders will neuter dogs before placement in their new home.

Housing Considerations for Aging Dogs

Older dogs may not cope well with sudden changes in their housing environment. Gradual transition to a new home environment is important, especially if the new environment differs radically from their existing living conditions. For example, dogs who live primarily outdoors, or are accustomed to a specific confinement method will need time to adapt to an indoor home. Gradual transition includes introducing the dog to the new environment for short visits and gradually increasing the amount of time the dog spends in the environment until they are comfortable with their new setting.

As dogs age, they often become less tolerant of weather extremes and hard surfaces. They may require additional bedding and/or insulation for outdoor shelters, they may need to be transitioned to indoor housing, or they may require additional options to access shade and drinking water.

Feeding Considerations for Aging Dogs

As an aging dog's metabolic rate and general activity level decreases, they may require fewer daily calories. Adjustments in diet and caloric intake may be necessary in order to prevent obesity. Obesity is a common cause of serious health problems in dogs, including kidney and liver disease, diabetes, and arthritis. Sudden changes in weight need to be monitored and corrected. Consult a veterinarian if dogs are gaining or losing weight inappropriately.

Health Issues of Aging Dogs

As dogs age they lose muscle mass and strength and are more prone to arthritis. Providing daily exercise and play appropriate for each dog will help maintain flexibility, mobility, and mental soundness. Vaccination requirements and deworming schedules may change as discussed with the veterinarian. Immune systems become less adept, making older dogs more susceptible to infections. Some metabolic diseases are more common in older dogs. Many diseases associated with aging can be easily diagnosed and treated to provide comfort and quality of life in a dog's senior years.

Be especially alert for any of the following signs of disease in aging animals and bring them to the attention of a veterinarian:

- Ongoing significant increase in water consumption or urination;
- Weight loss or weight gain;
- Significant decreased appetite or failure to eat for more than two days in a row;
- Significant increase in appetite;
- Repeated vomiting;
- Diarrhea that lasts longer than two days, changes in stool consistency, colour, and frequency;
- Lameness that lasts longer than three to four days;
- Lumps or masses in or under the skin;
- Open sores or multiple scabs on the skin, especially if they seem to be growing or spreading to other parts of the body;
- Hair loss, especially if accompanied by scratching;
- Persistent coughing or gagging;
- Excessive panting;
- Sudden collapse or weakness;
- Difficulty chewing or swallowing food;
- Seizures, convulsions; and
- Changes in behaviour.

REQUIREMENTS

1. Screen prospective new owners of aging dogs for compatibility and ability to provide for the dog's physical, medical, and behavioural needs.
2. Provide additional shelter, bedding, and insulation for aging outdoor dogs as required. Indoor housing is to be provided for outdoor dogs who no longer tolerate outdoor housing.
3. Adjust feed and water regimens as required to maintain appropriate body condition; to compensate for a decreasing metabolic rate, general decreased activity level, and development of age-related disease.

RECOMMENDED PRACTICES

- a. Euthanasia is not used as a means of population control for healthy, rehomingable dogs.
- b. Take responsibility for rehoming retired dogs and avoid relying on animal rescues or shelters for rehoming.
- c. If aging dogs are going to be re-homed in an environment different from what they are accustomed to, make the transition from the current to the new housing environment gradual.
- d. Consider placing retired working or sport dogs in new homes in which the dogs can mentor younger dogs and/or people learning the work or sport.
- e. Spay or neuter retired dogs before placing them in new homes.

Section 5

Transport

Most dogs will travel multiple times in their lives regardless of whether their primary purpose is for sport, work, or companionship. Means of transport include motorized or self-propelled vehicles such as bicycles, motor vehicles, planes, trains, boats, or ships. It is important for dogs to be transported in a manner that ensures the safety, security, health, and welfare of the animals, and public safety.

Transport can cause stress in dogs. Stress is the physical and psychological response that a dog can display when placed in a physically uncomfortable environment or new situation. Transportation stressors include inadequate ventilation, extreme temperature shifts, insects and rodents, hunger, thirst, and lack of break times during transport to exercise or urinate/defecate.¹³ Other stressors include new restraint methods, unfamiliar environmental factors such as noises, odours, humans, and surfaces. Improper handling by personnel inadequately trained on the humane restraint/handling of dogs is also a source of stress. Stressed dogs can display physical abnormalities including, rapid breathing or panting, increased heart rate, and lack of appetite and lethargy. They can become nauseated or lose bladder or bowel control. Stress-related behaviours can be displayed as aggression, growling, persistent barking and whining, digging, chewing, excessive grooming, hyperactivity, and shaking.



13 Stress Factors for Dogs http://www.ctsanimals.ca/va2020/com/assets/data/pdf/kennel/needToKnow7d_20.pdf



Conditioning of dogs to transportation in vehicles will reduce the likelihood of adverse reactions to travel. It is important to ensure dogs have positive travel experiences starting at a young age. It is beneficial to condition dogs to riding in both motor vehicles and in transport kennels, as they are the most common modes of transportation for dogs.

The Transportation of Animals section of the *Health of Animals Regulations* provides legislative requirements for transporting dogs. Certain provinces also have transportation requirements. For more information on motor vehicle transport, see the Transportation of Cats and Dogs position statement from the CVMA.¹⁴

Pre-planning is essential to ensure the welfare of dogs during transportation. It is important before the journey starts to ensure proper health and that import/export documents are completed. Ensure travel containers are appropriate for the animal and are in good repair. If the dog is to be exposed to the outdoors, assess weather conditions before transport. Determine the fastest and safest route, and provide advanced notification to the individuals accepting the animal at its destination. International Air Transport Association (IATA) Live Animal Regulations (LAR) is the airline industry standard for transporting animals.¹⁵

Many organizations such as the AVMA and IATA strongly discourage the use of tranquilization or sedation during transport. Such practices are counterproductive to safe humane transport. They may cause the animal to lose voluntary control of its body which results in increased risk of injury due to falling or choking, or soiling themselves due to accidental urination or defecation. They may also lose the ability to regulate their body temperature adequately. Some airlines will not allow an animal to be transported if sedated.

Ill, injured, pregnant, immature, or elderly dogs benefit from added attention when being transported. These animals can be more easily stressed, less able to cope with stress associated with travel, and therefore more prone to illness or injury as a result of travel. Transporting similar animals within each of these categories, with other animals they are familiar and compatible with, may decrease stress during transport. Be mindful that normally compatible animals may become aggressive with each other as a result of stress associated with transport.

14 <https://www.canadianveterinarians.net/documents/transportation-of-dogs-and-cats-position-statement>

15 Transportation Position Statement: International Air Transport Association
<http://www.iata.org/whatwedo/cargo/live-animals/Pages/index.aspx>
<http://www.iata.org/whatwedo/cargo/live-animals/pets/Pages/index.aspx>

REQUIREMENTS

1. Personnel transporting dogs have adequate training and experience to maintain and ensure the health and well-being of the dogs throughout all stages of transport.
2. Weather conditions are assessed before transport to prevent possible harm to the animal from excessive wind, rain, snow, heat, or cold.
3. When injured, pregnant, or ill dogs are transported for medical reasons, they are kennelled separately from other dogs to prevent injury and spread of disease. When dogs in such conditions need to be transported for any reason other than medical, fitness for transport should be determined by a veterinarian.
4. Nursing puppies are transported separately from other dogs but with their dam, and are not mixed with puppies that are not part of the same litter. Care is taken to ensure the puppies are not accidentally injured by the dam during transportation.
5. Before transport, dogs are conditioned to their container to learn to associate it with comfort and security.
6. Containers for all sizes of dogs meet the requirements of the Live Animal Regulations of the IATA.
7. Each container is clean, in good condition, is free of mechanical defects, is leak-proof, and contains absorbent bedding. Placement and construction of containers allow for visibility of the dog.
8. Each container and transport vehicle is designed to provide adequate ventilation, humidity, air pressure (if appropriate), and temperatures suitable for the health, welfare, and comfort of the animals. Temperatures may not exceed 26°C.
9. Prior to transport, ensure relevant health certificates, proof of vaccination, and import/export documents are available for review by authorities as required.
10. Dogs that exhibit aggression are kept separate from other animals.
11. Females in estrus are not transported in the same container as males.
12. Dogs are transported in areas of vehicles with adequate light and ventilation.
13. Containers holding dogs are properly secured and dogs are protected from adverse weather conditions.
14. Proper communication occurs among all personnel involved during transportation.
15. Emergency care is provided when necessary during transport.
16. All dogs transported in the same container are compatible with each other.
17. In vehicles, other than a personal motor vehicle, a thermometer is placed in the area of the transport vehicle at the level of the animals.
18. During ground transport, breaks are provided at least every four hours for at least 20 minutes and during this time dogs are provided with the opportunity to exercise, urinate, defecate, and drink water.
19. The individual nutritional needs of each dog are met during transport.
20. IATA standards are followed during air transport.
21. If a dog is being transported to a foreign country, vaccination and health certification are in compliance with the importing country's regulations, as required by law. Health certificates are issued to meet current airline requirements if the dog is being transported by air.
22. Dogs transported by exposed or open vehicles such as motorcycles, pickup trucks, or flatbed trucks are secured with a proper restraining device or in a closed container.

RECOMMENDED PRACTICES

- a. Before transport, handle dogs regularly to facilitate restraint and ensure socialization.
- b. Vaccinate dogs at least two weeks before shipping in order to avoid extra stress related to vaccination and to develop a good immune response.
- c. Document and make administered medication accessible to transport personnel before or during transport. For medication used to relieve animal stress or anxiety during transport, administer a monitored test-dose at least one week before transport to ensure the animal does not experience any adverse reactions.
- d. The size of containers prevents excessive movement and risk of injury due to sudden movement.
- e. Individual transport carriers are labelled to include the name of the animal, emergency human contact information in the event the animal's transport is delayed or they are lost, any special medical considerations, and caution if the animal is known to be aggressive.
- f. If a container is not used, secure the dog with a safety harness. Note that only some safety harnesses are crash-tested.
- g. Secure dogs in a well-ventilated container if being transported in the open backs of vehicles.
- h. Transport dogs by the fastest route possible.
- i. Transport containers are not stacked.
- j. Any vehicle or container used for transport:
 - i. protects the dogs from injuries;
 - ii. has non-slip floors;
 - iii. provides easy access to animals;
 - iv. is designed to maximize operator safety;
 - v. protects against escape or accidental release of animals;
 - vi. is easy to clean and disinfect;
 - vii. is properly ventilated to avoid dampness, draughts, and contamination by exhaust emissions;
 - viii. maintains a comfortable temperature and humidity; and
 - ix. is equipped with collars, harnesses, and leashes that are easily accessible; when walked, the dog is doubled-leashed to avoid escape.



Section 6

End of Life Considerations and Euthanasia

6.1 End of Life Considerations

Injury and illness can threaten a dog's quality of life. Whether a dog is in the prime of its life or debilitated due to diseases associated with aging, a veterinarian can greatly assist in assessing the dog's quality of life. Questions to consider with regard to euthanasia include:

- How likely is the dog to recover from illness or injury?
- Is the dog in pain? If yes, can the pain be effectively controlled?
- Is the dog able to eat and drink enough to maintain an acceptable body weight and avoid dehydration?
- Is the dog mobile enough to perform daily activities comfortably?
- Do vision or hearing impairments pose a significant risk to compromise dog safety and/or quality of life?
- Is the dog able to breathe without difficulty?
- Does the dog behave as though it enjoys life?
- Is the dog showing any signs of declining mental (cognitive) function including decreased interaction with humans, loss of bladder or bowel control, changes in wake or sleep patterns, changes in vocalization, loss of recognition of familiar humans or animals?
- Can caregivers provide the dog with specialized care required to maintain a good quality of life?
- Is timely veterinary care available in the area?
- Is the cost of the required veterinary care affordable?

Euthanasia has important emotional impacts on kennel staff as well as animal owners. It is important that adequate emotional and psychological support is provided when considering euthanasia, and following the euthanasia of any animal.

6.2 Euthanasia

Veterinarians are governed by their provincial licensing bodies with respect to euthanasia and the proper disposition of an animal's remains. In some provinces local legislation also applies to veterinary technicians under the supervision of a veterinarian. The preferred method for dog euthanasia is pre-sedation followed by the intravenous injection of a concentrated barbiturate by a veterinarian.

The Canadian Veterinary Medical Association (CVMA) Euthanasia Position Statement, the Canadian Veterinary Journal Guidelines for Euthanasia of Domestic Animals by Firearms, and the American Veterinary Medical Association (AVMA) Guidelines for the Euthanasia of Animals, reference appropriate euthanasia methods for dogs. These documents may be enforceable under local provincial animal welfare legislation.

It is important that euthanasia be performed in such a way that death is as painless and free from fear or distress as possible. Experience, training, sensitivity, and compassion are important when considering whether a person is competent to assist with or perform euthanasia.

In isolated areas or emergency situations a dog may have to be euthanized by someone other than a veterinarian. Important considerations regarding euthanasia include appropriate handling and restraint of the animal to be euthanized, sufficient knowledge and experience in performing euthanasia, and the safety of other animals and persons at the time of euthanasia. If euthanasia of animals is performed with the use of firearms, it is important for the person performing euthanasia



to be legally allowed to use firearms, and be adequately trained in euthanasia by firearms. Considering dogs are social, it is best if they are euthanized away from other dogs.

It is important to confirm that the animal is deceased at the time of euthanasia before leaving or disposing of the animal. Physical characteristics that can be used to confirm death include:

- Lack of respiration and heart beat for a duration of five minutes;
- Lack of corneal reflex; touch the surface of the eye and note if the dog blinks. There should be no eye movement or blinking when touched;
- Dilated pupils, eye surface becomes dry to the touch;
- Observable lowering of body temperature with time; and
- Change in the colour of mucous membranes (gums) – with death, the gums generally lose their natural pink color and become white or bluish.

6.3 Disposition of Remains

Local or provincial laws may determine requirements for acceptable disposition of remains of deceased animals. A veterinarian or animal shelter can discuss options for cremating deceased animals.

If laws permit, and the owner wishes to bury a deceased dog, burying the animal deep enough, with appropriate soil cover, and away from water sources, will minimize the risk of the remains being scavenged and the environment being contaminated. This is especially important if the animal is euthanized by a veterinarian using injectable drugs, as these drugs have the potential to cause serious illness or death in the animals that scavenge that body, and these drugs can leach into the environment.

If animal remains cannot be properly disposed of immediately, an appropriate storage facility such as a secured freezer onsite can prevent carcass spoilage and scavenging.

REQUIREMENTS

1. Decisions regarding euthanasia are conducted according to a plan developed in advance with a veterinarian.
2. Personnel assisting with euthanasia are adequately trained in proper handling, restraint, euthanasia, and disposal procedures.
3. A dog is euthanized without delay if a veterinarian has determined that illness or injury, including mental or physical impairment, cannot be reversed to the point where the dog will be able to return to a good quality of life.
4. Euthanasia is performed by a veterinarian or under veterinary supervision as determined by provincial legislation. If situations prevent a veterinarian from performing euthanasia in a timely fashion (i.e., inclement weather, geographic location, sudden or rapidly progressing medical condition), euthanasia by firearms is acceptable if performed in accordance with requirement 6 (below) by appropriately trained personnel.
5. The Canadian Veterinary Medical Association (CVMA) Euthanasia Position Statement, the CVMA Guidelines for Euthanasia of Domestic Animals by Firearms, and the American Veterinary Medical Association (AVMA) euthanasia guidelines are followed with regard to appropriate euthanasia methods for dogs. These documents may be enforceable under local provincial animal welfare legislation.
6. The method used for euthanasia:
 - i. renders dogs irreversibly unconscious as rapidly as possible with the least possible pain, fear, and anxiety;
 - ii. produces minimal undesirable physiologic and psychological effects on the dog being euthanized, and on the humans and animals in their immediate vicinity;
 - iii. is safe and produces minimal stress for the operator and any assistants or observers; and
 - iv. has a minimal ecological impact.
7. The person performing the euthanasia confirms the dog is deceased.
8. Disposition of animal remains complies with local legislation.
9. The handling of deceased animals has minimal impact on the environment and other animals. If an animal's remains are buried or cremated, it is done in such a way that minimizes risk of soil contamination, water contamination, and scavenging.
10. If animal remains cannot be properly disposed of immediately, an appropriate storage facility such as a secured freezer is available onsite, to prevent carcass spoilage and scavenging.

RECOMMENDED PRACTICES

- a. Euthanize dogs by a veterinarian using a barbiturate overdose with prior sedation.
- b. Perform euthanasia out of sight and sound of other animals.
- c. Use a service that collects and/or incinerates deceased animals in areas serviced by animal disposal companies.
- d. If deceased animals are buried, the bottom of the grave is at least one metre above the seasonal high groundwater table.
- e. If deceased animals are buried for disposal, no less than one metre of packed soil covers the remains, and no less than 0.3 metres of soil crowns above ground level.
- f. Locate burial sites at least 30 metres from domestic water sources.



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Appendix A - Estimated Energy Requirements

Resting Energy Requirements

$$\text{RER (kcal/day)} = 70 \times \text{wt}_{\text{kg}}^{0.75}$$

lbs	kg	RER (kcal/day)
1	0.5	39
2	0.9	65
3	1.4	88
4	1.8	110
5	2.3	130
6	2.7	149
7	3.2	167
8	3.6	184
9	4.1	201
10	4.5	218
11	5.0	234
12	5.5	250
13	5.9	265
14	6.4	280
15	6.8	295
16	7.3	310
17	7.7	324
18	8.2	339
19	8.6	353
20	9.1	366
25	11.4	433
30	13.6	497
35	15.9	558
40	18.2	616
45	20.5	673
50	22.7	729
55	25.0	783
60	27.3	835
65	29.5	887
70	31.8	938
75	34.1	988
80	36.4	1037
85	38.6	1085
90	40.9	1132
95	43.2	1179
100	45.5	1225
105	47.7	1271
110	50.0	1316
115	52.3	1361
120	54.5	1405
125	56.8	1449
130	59.1	1492
135	61.4	1535
140	63.6	1577
145	65.9	1619
150	68.2	1661
155	70.5	1702
160	72.7	1743
165	75.0	1784
170	77.3	1824
175	79.5	1864
180	81.8	1904
185	84.1	1944
190	86.4	1983
195	88.6	2022
200	90.9	2061



Feline

Growth DER (kcal/day)

Growing kittens = 2.5 x RER

Maintenance DER (kcal/day)

Normal, neutered adult = 1.2 x RER

Intact adult = 1.4 x RER

Obese prone = 1.0 x RER

Weight loss = 0.8 x RER

Canine

Growth DER (kcal/day)

Up to four months = 3 x RER

Four months and older = 2 x RER

Maintenance DER (kcal/day)

Normal, neutered adult = 1.6 x RER

Intact adult = 1.8 x RER

Obese prone = 1.4 x RER

Weight loss = 1.0 x RER

Work DER (kcal/day)

Light work = 2 x RER

Moderate work = 3 x RER

Heavy work = 4-8 x RER

RER = Resting Energy Requirement represents the energy requirement for a normal animal at rest in a thermoneutral environment, and is based on body weight.

DER = Daily Energy Requirement represents the average daily energy expenditure of an animal, dependent on lifestage and activity (work, gestation, lactation and growth).

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Besoins énergétiques estimés

Besoins énergétiques au repos (BER)

BER (kcal/day) = $70 \times \text{poids}_{\text{kg}}^{0,75}$

lb	kg	BER (kcal/jour)
1	0,5	39
2	0,9	65
3	1,4	88
4	1,8	110
5	2,3	130
6	2,7	149
7	3,2	167
8	3,6	184
9	4,1	201
10	4,5	218
11	5,0	234
12	5,5	250
13	5,9	265
14	6,4	280
15	6,8	295
16	7,3	310
17	7,7	324
18	8,2	339
19	8,6	353
20	9,1	366
25	11,4	433
30	13,6	497
35	15,9	558
40	18,2	616
45	20,5	673
50	22,7	729
55	25,0	783
60	27,3	835
65	29,5	887
70	31,8	938
75	34,1	988
80	36,4	1037
85	38,6	1085
90	40,9	1132
95	43,2	1179
100	45,5	1225
105	47,7	1271
110	50,0	1316
115	52,3	1361
120	54,5	1405
125	56,8	1449
130	59,1	1492
135	61,4	1535
140	63,6	1577
145	65,9	1619
150	68,2	1661
155	70,5	1702
160	72,7	1743
165	75,0	1784
170	77,3	1824
175	79,5	1864
180	81,8	1904
185	84,1	1944
190	86,4	1983
195	88,6	2022
200	90,9	2061



Félin

Croissance BEQ (kcal/jour)

Chatons en croissance = 2,5 x BER

Maintien BEQ (kcal/jour)

Adulte normal stérilisé = 1,2 x BER

Adulte intact = 1,4 x BER

Prédisposé obésité = 1,0 x BER

Perte de poids = 0,8 x BER

Canins

Croissance BEQ (kcal/jour)

Jusqu'à quatre mois = 3 x BER

Quatre mois et plus = 2 x BER

Maintien BEQ (kcal/jour)

Adulte normal stérilisé = 1,6 x BER

Adulte intact = 1,8 x BER

Prédisposé à obésité = 1,4 x BER

Perte de poids = 1,0 x BER

Travail BEQ (kcal/day)

Travail léger = 2 x BER

Travail modéré = 3 x BER

Travaux lourds = 4 à 8 x BER

BER = Le besoin énergétique au repos représente le besoin en énergie d'un animal normal au repos dans un environnement thermoneutre et est basé sur le poids corporel.

BEQ = Le besoin énergétique quotidien représente la dépense énergétique quotidienne moyenne d'un animal, selon le stade de vie et le niveau d'activité (travail, gestation, lactation et croissance).

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Appendix B

Body Condition



WSAVA
Global Nutrition
Committee

Body Condition Score



UNDER IDEAL

- 1 Ribs, lumbar vertebrae, pelvic bones and all bony prominences evident from a distance. No discernible body fat. Obvious loss of muscle mass.
- 2 Ribs, lumbar vertebrae and pelvic bones easily visible. No palpable fat. Some evidence of other bony prominences. Minimal loss of muscle mass.
- 3 Ribs easily palpated and may be visible with no palpable fat. Tops of lumbar vertebrae visible. Pelvic bones becoming prominent. Obvious waist and abdominal tuck.

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IDEAL

- 4 Ribs easily palpable, with minimal fat covering. Waist easily noted, viewed from above. Abdominal tuck evident.
- 5 Ribs palpable without excess fat covering. Waist observed behind ribs when viewed from above. Abdomen tucked up when viewed from side.

OVER IDEAL

- 6 Ribs palpable with slight excess fat covering. Waist is discernible viewed from above but is not prominent. Abdominal tuck apparent.
- 7 Ribs palpable with difficulty; heavy fat cover. Noticeable fat deposits over lumbar area and base of tail. Waist absent or barely visible. Abdominal tuck may be present.
- 8 Ribs not palpable under very heavy fat cover, or palpable only with significant pressure. Heavy fat deposits over lumbar area and base of tail. Waist absent. No abdominal tuck. Obvious abdominal distention may be present.
- 9 Massive fat deposits over thorax, spine and base of tail. Waist and abdominal tuck absent. Fat deposits on neck and limbs. Obvious abdominal distention.



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Appendix C

Five Freedoms

The Five Freedoms is a core concept in animal welfare stating that an animal's primary welfare needs can be met by safeguarding the following five freedoms:

- Freedom from Hunger and Thirst by ready access to fresh water and a diet to maintain full health and vigour.
- Freedom from Discomfort by providing an appropriate environment, including shelter and a comfortable resting area.
- Freedom from Pain, Injury or Disease by prevention or rapid diagnosis and treatment.
- Freedom to Express Normal Behaviour by providing sufficient space, proper facilities, and company of the animal's own kind.
- Freedom from Fear and Distress by ensuring conditions and treatment which avoid mental suffering.
- The Five Freedoms is a concept that is frequently referenced by animal welfare professionals around the world, especially in relation to farm animal care.

Adapted from http://www.cfhs.ca/five_freedoms_of_animal_welfare



Appendix D

Summary of Requirements

Note: Section number included at beginning of subsections for reference purposes.

Section D.1 Animal Environment (Housing and Handling Facilities)

D.1.1.1 Construction

1. Construct interior walls and partitions of materials that are appropriately treated or coated to be rendered washable, sanitizable, impervious to moisture, smooth, and durable.
2. The facility meets local construction requirements including fire safety standards related to relevant local legislation.
3. Use only non-toxic materials in places in which dogs have direct contact.
4. Interior walls are in good condition, free of sharp edges or other potential causes of injury.
5. Walls and fences are sturdy, in good repair, and of sufficient height and small enough gaps to prevent escape.

D.1.1.2 Temperature

1. Maintain a temperature in the kennel that optimizes dog comfort.

D.1.1.3 Roofs

1. Roof coverings fastened to sheathing or directly to the roof joists are laid so as to prevent the entrance of insects, birds, and animals that may be harmful to the buildings or dogs into the facility.
2. The roof is covered with suitable materials in order to eliminate leakage and exposure of dogs to adverse weather conditions.

D.1.1.4 Ceilings

1. Ceilings are constructed of impervious materials and subject to finishing comparable to those of the walls and partitions.
2. Ceilings, walls, and partitions abut tightly, preventing gaps which can lead to entry by insects, birds, and animals that may be harmful to the buildings or dogs.
3. Seal and treat corners of ceilings, walls, and partitions to render them completely washable and sanitizable.

D.1.1.5 Floors

1. Ensure good foot health by constructing solid floors. Wire or slatted flooring is unacceptable. Ensure the floor supports the dog without sagging.
2. Construct floors of impervious materials, such as sealed concrete or other materials, which provides a smooth surface that is easy to clean and sanitize.
3. Floors are in good repair and with good traction to prevent slipping and injury.
4. Drain size is at least 10 cm.
5. Drain covers are used and designed to minimize the risk of dog injury.
6. Slope floors towards any drain(s) at a minimum pitch of 2.1 cm/m so that the dogs kept in the enclosure do not have continuous or extended contact with any part of the floor which is wet.

D.1.1.6 Ventilation

1. Ventilation and heating systems are constructed to supply fresh air and enable adequate exchange of air and maintenance of optimal environmental conditions for all seasons.
2. Provide additional ventilation by using exhaust fans and/or air conditioning when ambient temperatures reach more than 26°C.

D.1.1.7 Humidity

1. Control indoor humidity levels to maintain animal comfort, minimize the risk of transmission of animal disease, prevent damage to the structural integrity of the building and its contents, and prevent accumulation of excess moisture that can promote growth of mould.

D.1.1.8 Light

1. Lighting is adequate so that all areas of the interior of the kennel can be clearly seen.
2. Minimum lighting is eight hours per day. Maximum lighting is comparable to the length of natural daylight hours.
3. At a minimum, dogs experience eight consecutive hours where minimal or no artificial lighting is used to ensure good quality rest.

D.1.1.9 Noise

1. Use materials that optimize soundproofing when building or renovating a facility.
2. Maintain an environment in which the average sound level is less than 85 dB.

D.1.2.1 General Housing Principles

1. Females in heat are not housed with non-neutered males.
2. Dogs exhibiting interdog aggression are not housed with incompatible dogs.
3. Puppies younger than 10 weeks old are housed in an enclosure with their dam separate from other dogs. Initial vaccines and deworming are completed before 10 weeks of age or as directed by a veterinarian to minimize the risk of disease transmission.
4. Any primary dog enclosure:
 - i. allows dogs to lie flat on their sides outside their bed in the sleeping area;
 - ii. allows dogs to move freely, which includes the ability to walk and turn around easily, move about easily for the purpose of postural adjustments including stretching, wagging their tails without touching the enclosure walls or ceiling, standing normally to their full height without touching the enclosure walls or ceiling, and lying down without touching another dog;
 - iii. provides a separate sleeping area for the dog that does not become damp and has sufficient clean, dry, and comfortable bedding for the dog appropriate to its size and coat;
 - iv. allows the dog to urinate and defecate away from their sleeping and eating areas;
 - v. prevents urine and feces from contaminating adjoining enclosures;
 - vi. has an area to place and secure food and water bowls to prevent bowls from becoming contaminated, spilling, and soiling enclosure contents, and allows animals to eat and drink freely;
 - vii. is free of any dangerous structure or object that may cause injury;
 - viii. contains enrichment strategies including toys, enabling species appropriate contact that includes other dogs and humans, and appropriate exercise;
 - ix. is evaluated daily to ensure dogs sharing an enclosure or housed adjacent to each other are compatible; separate dogs that show behaviours towards each other that could result in injury, cause stress, or prevent access to food, bedding, or space resources;
 - x. has at least one side through which a caretaker can observe the dog and the dog can see the exterior;
 - xi. provides a distinct activity area large enough to allow dogs to exercise, and to socialize and play freely with other dogs or humans, allowing access to the outdoors when weather permits;
 - xii. provides a separate housing area where dogs can be moved while their enclosure is being cleaned; dogs are not returned to their primary enclosure until it is dry.
5. Tethering of dogs (i.e., chains or ropes used to tie the dog to an immovable object such as a stake or building) is not allowable as a method of confining a dog to a primary enclosure, nor as the only means of containment.
6. Any restraining device used for tethering allows the dog to move in a manner that is safe, prevents entanglement, and does not weigh more than 10% of the dog's body weight.

7. Minimum primary enclosure space requirements⁴

Height of the dog measured at the shoulder of the dog (cm)	Area (m ²)	Width (m)	Height (m)
70 or greater	15	2.40	1.80
40 to 70	10	1.80	1.80
20 to 40	6	1.40	1.20
5 to 20	4	1	1.20

Minimum primary enclosure space requirements apply to the keeping of one adult dog. Dams and their puppies up to eight weeks of age are provided with an additional space of 10% per puppy. If two or more adult dogs are kept in one enclosure, the minimum dimensions for the enclosure specified are increased by 1.5 m² for each dog kept in the enclosure.

D.1.2.2 Primary Outdoor Enclosure

1. Shelter and protection from the elements in both the primary enclosure and activity area, if separate, including protection from direct sunlight, wind, rain, sleet, snow, and extreme cold or hot temperatures.
2. A stand-alone shelter such as a dog house accessible to dogs at all times. This shelter consists of a solid roof and walls that are tall enough to allow the dog to stand fully upright, a doorway that is large enough for the dog to enter and exit comfortably, and a solid floor constructed in such a manner as to remain dry. The floor is large enough for the dog to turn around and lie down comfortably.
3. The shelter contains adequate bedding and insulation, such as straw, to keep the animals clean, dry, and warm.
4. Dogs unable to tolerate living outdoors have access to the indoors, including but not exclusive to those that are aged, ill, or injured.

D.1.2.3 Isolation Area

1. An isolation area that is completely separate from the existing healthy dog population.
2. Newly acquired dogs and dogs suspected of, or receiving treatment for, a contagious disease are not housed in the same area simultaneously.
3. The isolation area minimizes the movement of air to other areas.
4. Sufficient space is always provided for the dog to lie down, eat, drink, and relieve themselves. The dog also has an appropriate area for movement and exercise as well as toys for enrichment, unless otherwise recommended by the veterinarian.
5. There is space in which personnel can perform daily duties, including providing medical treatments, cleaning, feeding, and social interaction.
6. Cleaning materials and equipment are designated solely for the isolation area and are inaccessible to the dog(s).
7. Food and water bowls are cleaned in the isolation area or sprayed and washed in a sink that is disinfected after use.
8. Appropriate disinfectants and sanitation protocols are used depending on disease conditions. Disinfectants are used in accordance with manufacturer's recommendations.
9. Personnel are adequately trained in quarantine protocols.
10. Sanitation and hygiene protocols are strictly applied to the isolation area, including all reusable bedding and clothing.
11. Waste material and disposable items are placed into garbage bags before being removed from the isolation area and are disposed of immediately.

D.1.2.4 Whelping Area

1. Provide adequate human supervision and access to human assistance during the whelping period and following the birth of the puppies.
2. The whelping box has a floor area two and a half times the size of the dam.
3. Absorbent bedding to keep the dam and puppies clean and dry.
4. Excrement is removed from whelping area at least twice daily, or more often as required to ensure good health and sanitation.
5. The whelping area allows the dam to have access to food, water, and the ability to rest and eliminate away from the puppies.
6. The water bowl is situated so that a puppy cannot fall into it.
7. The whelping box prevents puppies from escaping or harming themselves.
8. Until puppies are able to successfully thermoregulate, a supplemental source of safe heating is available.

D.1.3 Sanitation

1. All enclosures are cleared of debris and cleaned of feces and urine at least twice daily, or more often as necessary to maintain a sanitary environment and good health.
2. All waste containment/cleaning equipment, food preparation areas, food/water bowls, and utensils are:
 - i. cleaned daily,
 - ii. disinfected weekly, and
 - iii. cleaned, disinfected, and rinsed before use by another dog.
3. Food/water storage containers are cleaned and disinfected before refilling with new food/water.
4. Adequate personnel time is allocated daily for routine cleaning.
5. Personnel follow hygienic practices to reduce the risk of transmitting diseases among animals and from animals to humans.
6. An outer layer of protective clothing is worn over regular clothing in the isolation area and removed before leaving the area. Protective clothing includes, but is not limited to, disposable gowns, coveralls, lab coats, scrub tops and bottoms, disposable gloves, shoe covers, and/or washable shoes.
7. Choose cleaning and disinfection chemicals and materials based on their suitability to the environmental conditions present and the pathogens for which those particular animals are at risk and in consultation with a veterinarian.
8. Chemicals are used safely and in accordance with the manufacturers' instructions.
9. Thoroughly rinse all surfaces and utensils that have been in contact with disinfectants and cleaners that require rinsing to avoid potential poisoning and chemical burn injuries.
10. Safety Data Sheets (SDS) and instructions for all chemical disinfectants held are readily accessible.

D.1.4 Waste Disposal

1. Waste products are removed at least twice daily and more frequently if the number of dogs kept, or the conditions of the housing of the dogs, necessitates collection more often.
2. Waste products are collected and disposed of promptly in a hygienic manner and in accordance with the requirements of government authorities.
3. Maintain ammonia level so as to comply with applicable health and safety regulations.

D.1.5 Nuisance Wildlife Control

1. Have a nuisance wildlife management plan in place incorporating non-lethal preventative methods such as exclusion techniques and non-harmful physical or chemical deterrents.
2. Traps and pesticides, appropriate to the target species, are stored in locked and weighted or fastened boxes, or placed in an area that non-target animals cannot access.
3. Pesticides that are toxic to dogs are not used in kennel operations.
4. All animal remains are promptly removed and handled in a hygienic manner and in accordance with the requirements of government authorities.
5. Pesticides are only used by individuals with a government issued pesticide applicator licence or equivalent level of competence in unregulated jurisdictions.
6. Safety Data Sheets (SDS) documents for pesticides are consulted.

D.1.6 Building Safety and Emergencies

1. An emergency action plan is readily available which contains:
 - i. evacuation procedures,
 - ii. emergency contacts, and
 - iii. prompt access to sufficient transport cages and vehicles.
2. Kennel personnel are familiar with the emergency action plan and a person is appointed on each shift to ensure a potential evacuation will proceed according to plan.
3. Emergency plans are available ensuring an alternative means of temperature regulation, ventilation, feeding, and watering of dogs are available in the event of a power failure, mechanical breakdown, or other emergency situation.
4. The kennel operator is aware of and compliant with the National Fire Code of Canada and the National Building Code of Canada, as well as any municipal, provincial, or territorial public health, safety, and fire protection requirements.
5. The number of smoke detectors and carbon monoxide (CO) monitors in place is compliant with applicable regulations.
6. Fire extinguishers, smoke detectors, and CO monitors are maintained in good working order.
7. Electrical equipment is maintained to prevent stray voltage and ensure wiring or electrical panels are not accessible to dogs.
8. Emergency lighting is available.
9. Fire drill exercises are performed annually.

Section D.2 Food and Water

D.2.1 Food

1. Mature dogs are fed at least once every 24 hours. Juvenile dogs and puppies are fed at least two times per day, or more frequently to maintain health and vigour.
2. Expired, spoiled, or contaminated dog food is not fed.
3. Food storage bins are covered, wildlife-proof, and properly marked.
4. Food is stored in cool, dry conditions and fed as per label to prevent spoilage.
5. Dogs receive a ration that is adequate for maintaining health, vigour, and appropriate body condition (see Appendix B).
6. Personnel thoroughly wash their hands, utensils, and other items in direct contact with dog food immediately after the food is handled.
7. Dogs fed raw diets are not in direct contact with immunocompromised humans and animals.
8. Store food dishes and utensils in a clean and protected area.

D.2.2 Water

1. Potable unfrozen drinking water is readily accessible indoors and outdoors.
2. Water is always kept in clean containers.
3. Snow is not a primary source of water.

Section D.3 Animal Well-being

D.3.1 Principles of Health Management

1. The kennel operator has a valid veterinarian-client-patient relationship (VCPR) with a licensed veterinarian(s) responsible for providing advice on prevention and control of diseases and for the provision of prompt adequate veterinary care for all ill or injured dogs and dogs showing signs of pain or suffering.
2. The information for contacting the veterinary clinic/hospital, emergency care facility, kennel operator, local fire/police, and alarm company is posted in a location readily accessible to all kennel staff.
3. Incoming dogs and puppies are quarantined as deemed appropriate by a licensed veterinarian to reduce the risk of disease transmission.
4. All adult dogs and non-nursing puppies have easily read, humanely applied, unique identification. Examples include, but are not exclusive to, a labelled collar, microchip, tattoo, or nose print. Nursing puppies can be uniquely identified by gender or coat markings, or, where necessary, use of a visual marking.
5. In premises housing multiple dogs, enclosures are labelled to indicate which dogs are housed within them.

6. All records are kept current, readily accessible by personnel either onsite or by a veterinarian, and maintained in legible written and/or electronic format.
7. Individual animal records include changes in appetite, food type, thirst, urination, defecation, or behaviour.
8. Individual animal identification records include:
 - vii. date of birth, breed, gender, colour, markings.
 - viii. nose print, tattoo, tag, and/or microchip number if present.
 - ix. name, phone number, email and physical address of dog's owner.
 - x. for temporary care: date of arrival and departure.
 - xi. for transfer of dog ownership: date and source of acquisition or departure, including name, physical address, telephone number, and email of new or previous owner and contracts/agreements regarding sale or purchase of animals.
 - xii. if applicable, date of death and suspected or confirmed cause of death.
9. Individual animal health records are kept and include information on:
 - vi. dates and test results for common infectious diseases, at a frequency schedule deemed appropriate by the veterinarian (i.e., fecal testing for intestinal parasites, blood testing for heartworm).
 - vii. dates and name of individuals performing medical procedures for breed cosmetic or conformation purposes where permitted (i.e., dewclaw removal, tail docking, ear cropping).²
 - viii. vaccination/deworming treatment, including dates of treatment, name, and dose of medication administered.
 - ix. date of spay or neuter if altered.
 - x. date of diagnosis of illness or injury and diagnostics and/or treatment provided.
10. Individual whelping records for:
 - iv. sire – include dates bred, dams bred to, successful/failed breedings, pre-breeding testing, and applicable test results for hereditary defects.
 - v. dam – include dates in heat, dates bred, sires bred to, successful/failed breedings, whelping dates, number per litter including live/dead births, birthing complications, and applicable test results for hereditary defects.
 - vi. offspring – include weight measured weekly until weaned, or more frequently as required if showing signs of illness/injury or weight loss.
11. Keep records of maintaining fire extinguishers, and smoke and CO detectors in good working order for two years.
12. Records for all animals are kept for a minimum of two years after the animal leaves the premises or dies on premises.

² See appendix for CVMA positions on these procedures.

D.3.1.3 Health Care

1. Sick, injured, or diseased animals receive prompt treatment and nursing care. The treatment is appropriate for the condition. For animals that are not responding to treatment(s) according to protocols agreed to in advance with the kennel's veterinarian, veterinary advice is obtained without delay.
2. Dogs diagnosed with ringworm are to be isolated away from other animals and treated until a veterinarian has determined them to be cleared of infection, which typically is based on negative culture results. Puppies from the same litter that have tested positive can be housed together. These puppies/dogs are not sold or moved to a different facility until a veterinarian has determined that they are no longer infected.
3. In the case of disease outbreak, kennel personnel wear appropriate personal protective equipment (PPE) as recommended by a veterinarian.
4. Fecal tests are carried out at least yearly by dog owners, more often in the case of disease outbreaks, or as deemed appropriate by a veterinarian.
5. All animals with test results positive for parasitic, viral, bacterial, or fungal infection receive appropriate treatment as recommended by a veterinarian.
6. Puppies are treated for intestinal parasitic infections with an agent effective against at least roundworm infection at two, four, six, and eight weeks of age, or as recommended by a veterinarian. Dams housed with puppies between two and eight weeks of age are dewormed at the same schedule, or as recommended by a veterinarian.
7. Dams are treated for intestinal parasitic infections before mating, with an agent effective against roundworm infection.
8. Adult dogs receive preventative treatment from dog owners at least biannually for common parasitic intestinal infections (e.g., roundworm) with an effective agent, or as recommended by a veterinarian.
9. Personnel are immediately notified of any zoonotic disease diagnosed in dogs.
10. All dogs are checked regularly for the presence of common external parasites such as fleas and ticks. All ticks found attached to a dog's skin are promptly and properly removed.

D.3.1.4 Vaccinations

1. DA2P vaccines: Unless otherwise recommended by a veterinarian, puppies receive their initial vaccine between six to eight weeks of age and then receive at least two to three booster vaccines three to four weeks apart, such that final vaccination is administered between 14 and 16 weeks of age and 18 and 20 weeks in higher risk environments. Unless otherwise recommended by the veterinarian, adult dogs receive a booster vaccine one year after their final puppy vaccine and then on a schedule recommended by a veterinarian.
2. Rabies vaccines: Unless otherwise recommended by the veterinarian, puppies receive initial vaccines between three to four months of age. Unless otherwise recommended by a veterinarian, adult dogs receive a booster vaccine one year after the puppy vaccine and then on a schedule recommended by a veterinarian.
3. Vaccines are stored and administered in compliance with provincial legal requirements from the veterinary governing body.
4. Before eight weeks of age, puppies only contact and/or socialize with dogs current on vaccines and are not exposed to environments in which dogs with unknown vaccine status have been present.

D.3.2 Caregiver Training and Duties

1. Caregivers provide ongoing effective, regular observation, and health care.
2. Caregivers ensure dogs do not associate with incompatible dogs, other adversarial animals, or nuisance wildlife.
3. The number of caregivers and their experience are sufficient to ensure the daily health and welfare requirements of dogs.
4. Enough time is assigned to complete sanitation tasks promptly each day so dogs are kept in sanitary conditions.
5. Caregivers are adequately trained and knowledgeable in animal care and husbandry. This includes knowledge of:
 - i. appropriate low-stress handling, restraint, training, grooming, and exercise;
 - ii. recognizing and taking appropriate action when animals display behaviours indicative of stress, anxiety, depression, aggression, incompatibility, illness, and injury;
 - iii. daily recordkeeping;
 - iv. sanitation protocols;
 - v. infectious disease protocols;
 - vi. proper maintenance, identification, and reporting of damage/deterioration of kennel facilities to ensure effective repair and prevent negative impacts on animal health and well-being;
 - vii. emergency protocols within the premises such as response to flood/fire, power failure, evacuation, accidental/acute animal injury/illness, and emergency contact procedure(s); and
 - viii. appropriate respectful interactions with animals, colleagues, and the public.

D.3.3 Behaviour, Socialization, Training, and Enrichment

1. When placing dogs in homes, evaluate the behaviour of dogs and ensure the home is suited to their personality and behavioural traits. Explain to potential owners the behaviour characteristics of the dog of interest before sale or exchange.
2. Socialization and humane-training plans that expose dogs of all ages to positive experiences are in place and readily available for review. These plans teach the development of confidence and trust; and do not expose dogs to negative experiences that result in fear, pain, injury, or illness.
3. Humans who interact with dogs of all ages ensure their clothing, hands, and feet are clean in order to minimize the risk of disease transmission to dogs.
4. Starting at birth, caregivers handle puppies gently on a daily basis.
5. Puppies between three and eight weeks of age receive a minimum of 20 minutes twice a day of socialization with humans. Some of this time is spent with each puppy individually.
6. Dogs and puppies older than eight weeks of age receive a minimum of 30 minutes per day of contact with other compatible dogs, and at least 30 minutes per day of direct contact with humans.
7. Puppies between eight and 12 weeks are exposed to experiences outside the kennel environment, including leash walking, car rides, and positive veterinary visits.
8. Daily enrichment is provided to dogs. Enrichment includes play, exposing dogs to various outdoor and indoor settings, toys, training, exercise, and affection. The type of enrichment tools and length of exposure will vary greatly depending on the age and temperament of the dog.

Section D.4 Husbandry Practices

D.4.1 Responsible Breeding

D.4.1.1 Genetics, Conformation, and Temperament

1. Breeders are educated about the common inherited diseases and conformation traits that may negatively impact quality of life and prevent normal functions for the breeds they are raising.
2. The dam and sire are not bred for the first time until genetic testing, as recommended by a veterinarian, is performed on dogs whose breed carries inherited diseases.
3. Dogs that test positive for inherited diseases are not bred.
4. Breeders provide new owners with genetic test results for both the puppy and its parents.
5. Dogs with physically apparent genetic abnormalities are not bred to dogs with similar abnormalities.
6. Dogs with known internal genetic abnormalities are removed from the breeding program.
7. As confirmed by the veterinarian, dogs with conformation traits that negatively affect their quality of life are not bred.
8. Remove animals from the breeding program that are not able to see or breathe normally, are not physically fit or able to run freely, and are not able to give birth to viable offspring.³
9. Dogs that display undesirable behavioural traits such as excessive fear, overt shyness, or inappropriate aggression are not used for breeding.

³ The Breed Watch Booklet, available from the UK Kennel Club, is a useful tool for promoting pedigree dog health: http://www.thekennelclub.org.uk/media/341575/breed_watch_booklet.pdf

D.4.1.2 Soundness

1. Before introducing a dog to a breeding program, consult with a veterinarian to identify genetic abnormalities known to be inherent to the breed, and test for those abnormalities appropriately.
2. Before entering a breeding program, dogs are determined by a veterinarian to be sound for breeding.
3. Dams are not bred before their second estrous cycle or 18 months of age, whichever comes first, or as otherwise recommended by a veterinarian.
4. Dogs that are affected by disease or injury causing pain while breeding are removed from the breeding program until such time as the issues are resolved.
5. Dogs showing clinical signs of infectious and/or zoonotic disease are removed from the breeding program until such time as they are deemed healthy by a veterinarian.
6. Dogs that are not socially well-adapted resulting in a threat to public or animal safety, or display a psychological aversion to breeding, are removed from the breeding program.
7. The frequency of breeding, total number of breedings, and age to retire animals from breeding, are determined in consultation with a veterinarian.

D.4.2 Handling, Restraint, and Grooming

1. Use positive-reinforcement methods for routine handling and restraint.
2. The method of handling provides the least restraint required to allow the specific procedure(s) to be performed properly. It will minimize fear, pain, stress, and suffering for the animal, and protect both the dog and personnel from harm.
3. Provide regular breed-appropriate grooming, preventing matting and related skin injury.
4. Personnel are adequately trained to handle and groom the dogs.
5. Grooming tools are maintained in good working order and are regularly sanitized in keeping with health management and infectious disease control protocols.
6. Trim nails as required to prevent overgrowth.

D.4.3 Puppy and Dog Placement

1. Puppies considered for sale are fully weaned and eating independently and are at least eight weeks of age before being given to their new owner, unless otherwise directed by a veterinarian.
2. Any puppies or adult dogs considered for sale are healthy, bright, alert, and sociable.
3. Any exchange of ownership includes a written agreement. This agreement includes unique identifiers of the new owner, the former owner, the dog, and a date and the terms of the exchange of ownership.
4. Dogs are engaged in a veterinary-directed healthcare program before exchange of ownership. This ensures dogs are up-to-date on vaccinations and parasite treatments.
5. Provide documentation on the health care and medical history of the dog to the new owner, and the care required.
6. Before sale, disclose any known history of conformation traits within the family line that prevent normal function or negatively impact the quality of life, any cosmetic alterations, and any behaviour concerns.

D.4.4 Considerations for Working Dogs

1. Working dogs are selected for work based on their breed, including the appropriate conformation and temperament for the specific work they will be engaged in.
2. The work that dogs are engaged in is appropriate for the physical capabilities of the dog.
3. Dogs work willingly and within their capabilities and conditioning. They are given appropriate rest and play periods.
4. Dogs are housed in such a way as to allow them to display natural behaviours, to socialize with or without other species of animals and humans, as appropriate, and to protect public safety.
5. Performance-enhancing drugs are not used unless prescribed by a veterinarian to improve the quality of life for the dog.
6. Handlers assess working dogs for weight loss, hydration, injury, behaviour, attitude, and willingness to work.
7. Work-related weight loss, illness, or injuries are immediately addressed and appropriately treated.
8. Positive-reinforcement training methods are used.
9. Dogs are eager to work and do not suffer from distress when engaged in their work.
10. Appropriate measures are taken to protect dogs from illness or injury due to inclement weather and extremes in temperature including dehydration, frostbite, hypothermia, and hyperthermia.
11. Dogs are provided with protective equipment appropriate for the conditions they will be working in.
12. Equipment worn on the dogs such as footwear, harnesses, or collars are properly fitted and constructed to ensure comfort and prevent injury.

D.4.5 Aging and Retirement

1. Screen prospective new owners of aging dogs for compatibility and ability to provide for the dog's physical, medical, and behavioural needs.
2. Provide additional shelter, bedding, and insulation for aging outdoor dogs as required. Indoor housing is to be provided for outdoor dogs who no longer tolerate outdoor housing.
3. Adjust feed and water regimens as required to maintain appropriate body condition; to compensate for a decreasing metabolic rate, general decreased activity level, and development of age-related disease.

Section D.5 Transport

1. Personnel transporting dogs have adequate training and experience to maintain and ensure the health and well-being of the dogs throughout all stages of transport.
2. Weather conditions are assessed before transport to prevent possible harm to the animal from excessive wind, rain, snow, heat, or cold.
3. When injured, pregnant, or ill dogs are transported for medical reasons, they are kennelled separately from other dogs to prevent injury and spread of disease. When dogs in such conditions need to be transported for any reason other than medical, fitness for transport should be determined by a veterinarian.
4. Nursing puppies are transported separately from other dogs but with their dam, and are not mixed with puppies that are not part of the same litter. Care is taken to ensure the puppies are not accidentally injured by the dam during transportation.
5. Before transport, dogs are conditioned to their container to learn to associate it with comfort and security.
6. Containers for all sizes of dogs meet the requirements of the Live Animal Regulations of the IATA.
7. Each container is clean, in good condition, is free of mechanical defects, is leak-proof, and contains absorbent bedding. Placement and construction of containers allow for visibility of the dog.
8. Each container and transport vehicle is designed to provide adequate ventilation, humidity, air pressure (if appropriate), and temperatures suitable for the health, welfare, and comfort of the animals. Temperatures may not exceed 26°C.
9. Prior to transport, ensure relevant health certificates, proof of vaccination, and import/export documents are available for review by authorities as required.
10. Dogs that exhibit aggression are kept separate from other animals.
11. Females in estrus are not transported in the same container as males.
12. Dogs are transported in areas of vehicles with adequate light and ventilation.
13. Containers holding dogs are properly secured and dogs are protected from adverse weather conditions.
14. Proper communication occurs among all personnel involved during transportation.
15. Emergency care is provided when necessary during transport.
16. All dogs transported in the same container are compatible with each other.
17. In vehicles, other than a personal motor vehicle, a thermometer is placed in the area of the transport vehicle at the level of the animals.
18. During ground transport, breaks are provided at least every four hours for at least 20 minutes and during this time, dogs are provided with the opportunity to exercise, urinate, defecate, and drink water.
19. The individual nutritional needs of each dog are met during transport.
20. IATA standards are followed during air transport.
21. If a dog is being transported to a foreign country, vaccination and health certification are in compliance with the importing country's regulations, as required by law. Health certificates are issued to meet current airline requirements if the dog is being transported by air.
22. Dogs transported by exposed or open vehicles such as motorcycles, pickup trucks, or flatbed trucks are secured with a proper restraining device or in a closed container.

Section D.6 End of Life Considerations and Euthanasia

1. Decisions regarding euthanasia are conducted according to a plan developed in advance with a veterinarian.
2. Personnel assisting with euthanasia are adequately trained in proper handling, restraint, euthanasia, and disposal procedures.
3. A dog is euthanized without delay if a has determined that illness or injury, including mental or physical impairment, cannot be reversed to the point where the dog will be able to return to a good quality of life.
4. Euthanasia is performed by a veterinarian or under veterinary supervision as determined by provincial legislation. If situations prevent a veterinarian from performing euthanasia in a timely fashion (i.e., inclement weather, geographic location, sudden or rapidly progressing medical condition), euthanasia by firearms is acceptable if performed in accordance with requirement 6 (below) by appropriately trained personnel.
5. The Canadian Veterinary Medical Association (CVMA) Euthanasia Position Statement, the CVMA Guidelines for Euthanasia of Domestic Animals by Firearms, and the American Veterinary Medical Association (AVMA) euthanasia guidelines are followed with regard to appropriate euthanasia methods for dogs. These documents may be enforceable under local provincial animal welfare legislation.
6. The method used for euthanasia:
 - i. renders dogs irreversibly unconscious as rapidly as possible with the least possible pain, fear, and anxiety;
 - ii. produces minimal undesirable physiologic and psychological effects on the dog being euthanized, and on the humans and animals in their immediate vicinity;
 - iii. is safe and produces minimal stress for the operator and any assistants or observers; and
 - iv. has a minimal ecological impact.
7. The person performing the euthanasia confirms the dog is deceased.
8. Disposition of animal remains complies with local legislation.
9. The handling of deceased animals has minimal impact on the environment and other animals. If an animal's remains are buried or cremated, it is done in such a way that minimizes risk of soil contamination, water contamination, and scavenging.
10. If animal remains cannot be properly disposed of immediately, an appropriate storage facility such as a secured freezer is available onsite, to prevent carcass spoilage and scavenging.



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Revised On-Street Mobile Food Truck Policy No. C09-039

Recommendation of the Committee

1. That the proposed amendments to Policy C09-039, On-Street Mobile Food Truck Policy, as outlined in the April 8, 2019 report of the General Manager, Community Services Department, be approved; and
2. That the proposed extension to the mobile food trucks operating adjacent to neighbourhood parks pilot program, as outlined in the April 8, 2019 report of the General Manager, Community Services Department, be approved.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department, dated April 8, 2019, was considered.

Your Committee received a presentation from Randy Pshebylo, Executive Director, Riversdale Business Improvement District, regarding his support for the licensing requirements and flexibility in the application deadlines.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

Revised On-Street Mobile Food Truck Policy No. C09-039

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council:

1. That the proposed amendments to Policy C09-039, On-Street Mobile Food Truck Policy, as outlined in this report, be approved; and
2. That the proposed extension to the mobile food trucks operating adjacent to neighbourhood parks pilot program, as outlined in this report, be approved.

Topic and Purpose

This report brings forward proposed amendments to existing Policy C09-039, On-Street Mobile Food Truck Policy (Food Truck Policy), and provides an update on the 2018 pilot program to permit mobile food trucks and trailers to operate adjacent to neighbourhood parks in residential areas.

Report Highlights

1. Amendments to the Food Truck Policy are proposed that will require all mobile food truck and trailer vendors operating at special events and festivals be licensed, to ensure that these vehicles meet public health and safety standards.
2. An extension of the pilot program for an additional season will provide an opportunity for newly licensed vendors to operate adjacent to neighbourhood parking in residential areas.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Economic Diversity and Prosperity by supporting entrepreneurship in non-traditional business models, such as mobile food truck and trailer vendors. This helps to create a business-friendly environment and reinforce the City Centre as a cultural and entertainment district.

Background

At its May 7, 2018 meeting, the Standing Policy Committee on Planning, Development and Community Services Committee received an information report from the Administration providing an update on the 2017 pilot program to permit mobile food trucks and trailers to operate adjacent to neighbourhood parks in residential areas. The pilot program was extended for an additional season in 2018 to better assess the program, with changes to streamline the application process, waive fees associated with on-street parking, and to allow vending in proximity to schools with the permission of the school, in order to make the pilot program more economically viable for vendors.

The report also identified the need to address health and safety-related concerns of unlicensed mobile food trucks and trailers that operate solely at special events and festivals.

The report indicated that the Administration would be reporting back in early 2019 with proposed amendments to the Food Truck Policy requiring all mobile food trucks and trailers operating in Saskatoon to be licensed to address safety-related concerns that have since been identified.

Report

Food Truck Policy Overview

The current Food Truck Policy provides a regulatory framework specifying how on-street food trucks are to operate within the city. Licensing requirements are in place to enhance overall image, economic vitality and promote street life in commercial areas through the provision of food vending on streets, while ensuring public welfare, fair competition and nuisance prevention. The licensing process requires annual documentation indicating the food truck or trailer has undergone various government inspections to ensure their equipment meets safety standards.

Currently, mobile vendors who choose to only operate at special events and festivals are not required to hold a Food Truck License. At the time the Food Truck Policy was established, vehicles vending at special events and festivals were not included in the licensing requirement, as periodic health and safety inspections of the food trucks would be conducted onsite at the time of the event. Further, such vendors were often based outside of Saskatoon, and operated at only a few events in the City per year.

The Administration estimates in 2018, 13 unlicensed mobile vendors operated only at special events and festivals. In contrast, in 2018, there were 15 licensed food vendors; 7 licensed to operate on-street and 8 licensed to operate off-street. These licensed vendors may also have operated at special events.

Health and Safety-Related Concerns for Unlicensed Mobile Food Trucks and Trailers

All mobile food trucks and trailers utilizing natural gas or propane fuel are bound by the Province of Saskatchewan's *Gas Inspection Act, 1993*. Most food trucks and trailers utilize such systems. An annual inspection conducted by SaskPower ensures safe operation of systems and compliance with current applicable national codes in the interest of public safety. In 2017, the Food Truck Policy was amended to reflect this provincial regulation by including a requirement that proof of an annual gas inspection be provided as a condition of licensing.

SaskPower has advised the Administration that compliance with the requirement to obtain a provincial gas safety inspection, if utilizing propane or natural gas, was low among unlicensed food trucks in 2018.

The Food Truck Policy also requires proof of an annual fire inspection, as a condition of licensing. Saskatoon Fire (Fire) has advised that compliance with this requirement was low among unlicensed food trucks and trailers in 2018. It is possible that food trucks

and trailers based out of another town or city, were inspected by their local fire department.

The Saskatchewan Health Authority (Health) advised that in order to ensure that a health inspection is conducted on all food trucks and trailers, they are in support of the City licensing all food trucks and trailers.

Proposed Amendment will require all Mobile Food Trucks and Trailers to be Licensed

The Administration is recommending that all mobile food trucks and trailers operating in Saskatoon be licensed under the Food Truck Policy in order to provide the assurance that all vehicles have appropriate inspections to ensure health and safety considerations are met. The Administration is not recommending any new regulations, but is proposing amendments to the Food Truck Policy to specify that the scope of existing regulations apply to all mobile food trucks and trailers operating in the city, including those operating within special events and festivals.

In addition to addressing health and safety considerations, a universal licensing requirement ensures an equitable application of the regulations for all food truck and trailer vendors.

Pilot Program Allowing Food Truck and Trailer Operation Adjacent to Parks to Continue Through 2019

The second season of the pilot program, to allow mobile food trucks and trailers to operate adjacent to neighbourhood parks, was in 2018. In an effort to encourage participation in the program, the pilot was expanded in 2018 to allow any food trucks or trailers with a Food Truck License to participate. Prior to this, only on-street food trucks who held a Food Truck License and paid the on-street parking fees were permitted to participate in the pilot.

Review of the 2018 season determined that two food trucks participated in the pilot program. Discussion with the Saskatoon Food Truck Association and food truck and trailer operators indicated that low participation in the program may be attributed to the fact that there are generally a lower number of potential customers in residential parks in comparison to commercial or industrial vending locations. Some operators reported that certain days and events were profitable and encouraged the Administration to continue the program, even if the majority of the time, it is not economically viable for food trucks and trailers to operate adjacent to parks.

Despite low participation in 2018, the Administration is recommending the continuation of the pilot program for the 2019 season. Should approval be received to implement the proposed policy changes to require all mobile food trucks and trailers operating in the city be licensed, there may be additional licensed food truck and trailer operators who would be eligible to operate adjacent to parks should they choose to do so.

Options to the Recommendation

City Council may choose not to amend to the Food Truck Policy to expand the policy to require all food trucks and trailers operating in the city to be licensed. The implications

of this are that food trucks and trailers that operate exclusively at festivals and special events will continue to be unlicensed, and cannot be verified to have complied with SaskPower, Fire, and Health inspection requirements.

City Council may choose not to extend the pilot project allowing for vending adjacent to residential for another season. The implications of this are that the pilot project will not be renewed, and food trucks and trailers will not be able to vend adjacent to parks.

Public and/or Stakeholder Involvement

The Administration consulted Health, SaskPower, Fire, the Business Improvement Districts, special event coordinators, mobile food truck and trailer operators, and the Saskatoon Food Truck Association, to discuss the proposed changes.

The Administration received supportive feedback from Health, SaskPower, Fire, Sutherland Business Improvement District, DTN YXE, Broadway Business Improvement District, several special event coordinators, and the Saskatoon Food Truck Association. Representatives from SaskPower, Fire, and Health have indicated strong support for this change, as it will minimize the risk that food trucks are operating at events without adequate health and safety considerations in place. While these agencies do continue to undertake onsite inspections on an irregular basis they do not have the ability to conduct inspections at all the events that now occur.

In addition, the Administration held a meeting on March 20, 2019, with the Saskatoon Food Truck Association and all mobile food truck and trailer operators. The purpose of the meeting was to discuss the proposed policy amendments and to gain feedback on the pilot program.

The feedback, from those not in support of the proposed amendments, was submitted by individual, unlicensed food truck operators who have previously operated at festivals and events.

Communication Plan

The updated Food Truck Policy and related documentation will be provided on the City's website. Updated information will be made available to the Business Improvement Districts, prospective vendors, the Saskatoon Food Truck Association, and other interested parties.

All food truck and trailer vendors will be advised of the extension of the pilot program, allowing for vending adjacent to parks, and will be provided a with a copy of the 2019 Pilot Program Guidelines. The City's website will be updated to include the 2019 guidelines.

Policy Implications

If the proposed amendments in this report are approved, the Administration will make the applicable revisions to the Food Truck Policy, as outlined. All licensed vendors will be required to maintain a location log that tracks the date, time, location, and duration that a mobile food truck or trailer is operating at any on-street or off street location. The location log must be submitted to the Administration at the end of the season.

Financial Implications

The Business License Program is not subsidized by the mil rate. All expenditures are funded through the generation of fees. Fees in excess of expenses are held in a stabilization reserve.

The proposed policy amendments will result in all food trucks and trailers operating in Saskatoon being licensed under the Food Truck Policy. Data suggests that 13 food trucks and trailers operated solely at special events and festivals in 2018; should all 13 continue to operate under the proposed license requirements, an additional \$6,500 in fee revenue will be generated.

There are no financial implications to continue the pilot program, or with allowing food trucks and trailers licensed only to vend at off street locations, to participate in vending adjacent to parks. The purpose of the on-street food truck fee is to recover parking meter fees. As the pilot program only includes non-metered on-street parking spaces, there is no forgone parking revenue.

Other Considerations/Implications

There are no environmental, privacy, or CPTED implications or considerations at this time.

Public Notice

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

Attachment

1. Proposed Amendments to On-Street Mobile Food Truck Policy No. C09-039

Report Approval

Written by: Chantel Riou, Planner, Community Standards
Reviewed by: Jo-Anne Richter, Acting Director of Community Standards
Approved by: Lynne Lacroix, General Manager, Community Services Department

****Please note that highlighted strikethroughs denote proposed removal, and highlighted bolding denotes proposed changes/additions****

CITY OF SASKATOON COUNCIL POLICY

NUMBER
C09-039

POLICY TITLE On-Street Mobile Food Truck Policy	ADOPTED BY: City Council	EFFECTIVE DATE May 21, 2013 UPDATED TO April 24, 2017
ORIGIN/AUTHORITY Clause 4, Report No. 8-2013 of the Planning and Operations Committee; Standing Policy Committee on Planning Development and Community Services Report Item 8.1.2 dated May 25, 2015; and Item 9.1.1 dated April 24, 2017.	CITY FILE NO. CK. 300-11	PAGE NUMBER 1 of 8

1. PURPOSE

To enhance the overall image, economic vitality and promote street life in commercial areas through the provision of food vending on streets, **on private property and at public events**, while ensuring public welfare, fair competition, and nuisance prevention.

2. DEFINITIONS

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

- a) Mobile Food Truck - a motorized, mobile, self-contained vehicle that is equipped to cook, prepare and/or serve food and does not include trailers or carts.
- b) Mobile Food Trailer – a non-motorized, mobile, self-contained unit that is towed by a vehicle and equipped to cook, prepare and/or serve food.**
- cb) Vendor** – any person(s) who owns and/or operates a mobile food truck on public streets.
- de) Operate** – any activity associated with the mobile food truck business, including set-up, clean-up and take-down time.
- e)d) Protected Bike Lane** – a dedicated marked lane for bicyclists that is situated to the right of the traffic lane or street parking (if provided).

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fe) Support Vehicle – a passenger vehicle utilized in support of the operation of an on-street mobile food truck.

g) ~~Special Event~~ – means a special event, as defined in the Special Event Policy No. C03-007.

h) ~~Festival~~ – means a festival, as defined in the Special Event Policy No. C03-007.

3. POLICY

a) Subject to the conditions of this Policy, the sale of food items from a mobile food truck **or trailer**, as approved by the **Saskatchewan Health Authority** ~~Saskatoon Health Region~~, is permitted. Sale of all other goods (e.g., i.e. crafts, clothing, and other merchandise) is not permitted under this Policy.

b) This Policy applies **to all mobile food trucks and trailers operating on-street and off-street in Saskatoon.** ~~only to on-street operation and does not regulate mobile food trucks on:~~

- ~~i) Private property;~~
- ~~ii) Special events; or,~~
- ~~iii) Festivals.~~

3.1 Licensing Requirements

a) Mobile Food Truck License

i. **An On-Street Mobile Food Truck License must be obtained for any mobile food truck operating on public streets under this policy. Vendors must pay all required parking fees to operate on City of Saskatoon right-of-way. Mobile food trailers are not eligible for this license type.**

ii. **An Off-Street Mobile Food Truck License must be obtained for any mobile food truck or trailer operating at any off-street location, including public events or private**

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property, under this policy. Written permission from a property manager or event coordinator must be obtained before vending from private property or event.

b) Business License

i. All mobile food trucks and trailers shall be required to obtain a Business License under The Business License Bylaw No. 8075.

ii. A Business License must be obtained for each mobile food truck and trailer operating and is valid from one year from the date of issuance.

iii.e) Mobile food trucks and trailers shall not operate if the Business License has expired, been suspended, or revoked.

iv.e) The City of Saskatoon Business License and Mobile Food Truck License shall be displayed posted on the lower right passenger side window of the mobile food truck or trailer and visible to the public at all times.

v.e) Applications to operate for a mobile food truck or trailer operation are subject to the approval of the General Manager, Community Services Department. Proof that the following permissions have been obtained, and regulations met, must be provided prior to the issuance of a Business License under The Business License Bylaw No. 8075:

a.i. Saskatchewan Health Authority Saskatoon Health Region Approval (renewed annual);

b.ii. Fire Inspection Approval (renewed annually);

c. Proof of current inspection conducted by SaskPower Gas Inspections (renewed annually);

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- d.** Proof of Motor Vehicle Insurance;
- e.** Proof of Liability Insurance with a minimum liability limit of \$2,000,000. The City of Saskatoon must be named as an additional insured;
- f.** Discharge Management Plan that includes a description of how and where FOG (Fats, Oils, Grease) and grey water will be disposed;
- g.** A Commercial or Home Based Business License issued for the base of operations and/or storage of mobile food truck(s) **or trailer(s)**.

- vi.** Periodic inspections may be conducted to ensure compliance.

3.2 Conditions of Operation

- a) The mobile food truck vehicle **or trailer unit (while unhitched)** shall be no more than:
 - i. 8,000 kilograms in weight;
 - ii. 2.5 metres in width; and,
 - iii. 9.75 metres in length.
- b) The ~~mobile food truck~~ vehicle **or unit** must be clean, well lit, and aesthetically pleasing in appearance.
- c) The ~~mobile food truck~~ vehicle **or unit** shall supply its own power and water source. Generators are permitted providing that they do not cause a disturbance.
- d) Overhead canopies or doors shall not obstruct or hinder pedestrian traffic.

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- e) Sign boards are to be placed against the mobile food truck **or trailer vehicle** to avoid any obstructions. Only one sign board is permitted per vehicle **or unit**, and shall comply with the regulations outlined in Temporary Sign Bylaw No. 7491.
- f) ~~Moved to Section 3.3 Placement of any furniture (i.e. tables, chairs, benches, counters, etc.) associated with the mobile food truck operation is not permitted.~~
- f) g) Mobile food truck vehicle(s) **or trailer unit(s)** shall be stored at an approved location when not in operation. Storage of the mobile food truck **or trailer** on-street is prohibited.
- g) h) All elements associated with the mobile food truck **or trailer** and its operations (including line-ups, signage and trash receptacles) shall not cause any vehicular or pedestrian obstructions or hazards.
~~Moved to Section 3.3 A minimum of 1.5 metres (5.0 feet) of sidewalk as a passageway for pedestrians is required.~~
- h) i) Mobile food truck **or trailer** operations shall not create any disturbance or nuisance in terms of noise, vibration, smoke, dust, odour, air pollution, heat, glare, bright light, hazardous or unacceptable waste. Lights, sounds, or actions which may be a distraction for motorists and/or pedestrians are not permitted.
- i) j) Operations of the mobile food truck **or trailer** shall be conducted in a manner that does not restrict or interfere with the ingress or egress of the adjacent property owner or constitute an obstruction to adequate access by fire, police, or sanitation vehicles.
- j) k) ~~Moved to Section 3.3 Service windows shall be oriented towards the sidewalk. Service windows that face the street are not permitted.~~
- k) l) Vendors shall provide proper trash and recycling receptacles for customers. Vendors shall clean up within a 6.0 metre radius after service at a location.

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- ~~l) m)~~ Vendors shall make arrangements to provide proper access to public washroom facilities for employees.
- ~~m) n)~~ Vendors shall attend the mobile food truck **or trailer vehicle** at all times while operating.
- ~~n) o)~~ A location log that tracks the time and duration of the mobile food truck **or trailer vehicle** at each location shall be maintained. This location log shall be made available to a bylaw inspector upon request and submitted at the end of the season to the City of Saskatoon, Community Standards Division.
- ~~o) p)~~ Moved to Section 3.3 **Vending at one on-street location shall not exceed a period greater than six consecutive hours. Vendors shall move the mobile food truck vehicle to a different block face after the six hour duration has expired.**
- p) Mobile food trucks and trailers shall not block access to alleyways, driveways, fire hydrants or loading zones.**
- q) Mobile food trucks or trailers may operate in all areas of the city except where noted in this Policy.**

3.3 Locations

- ~~a)~~ Moved to section 3.2 **Mobile food trucks may operate in all areas of the city except where noted in this Policy.**
- ~~b)~~ Moved to Section 3.3 **Locations are available on a daily first come, first served basis. Specific parking spots or stalls are not reserved or assigned.**
- ~~c)~~ Moved to Section 3.3 **Mobile food trucks shall not be operated within:**
 - ~~i)~~ **20 metres (measured from the nearest edge of the mobile food truck to the property line) of an existing permanent food**

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~~service establishment (including sidewalk vendors with fixed locations) in all permitted locations.~~

ii) ~~30 metres of any primary or secondary school.~~

iii) ~~20 metres of a park concession.~~

iv) ~~150 metres of a special event or festival (except where written permission from the event coordinator has been obtained and submitted to the City prior to commencement of the special event or festival).~~

v) ~~10 metres of any intersection or crosswalk, and within 10 metres of any bus stop.~~

d) ~~Moved to section 3.3 Notwithstanding clauses 3.3c) i) through iii), Business Improvement Districts may submit requests to the City to approve additional locations prior to March 1st of each year. Requests from the Business Improvement Districts received after that date may be approved on a case by case basis in consideration of additional locations previously approved. The additional locations may be approved where the City is of the opinion that the additional locations do not compromise public welfare, fair competition or create a nuisance.~~

e) ~~Moved to Section 3.3 Mobile food trucks shall not operate within residential zoning districts and streets adjacent to residential zoning districts.~~

f) ~~Moved to Section 3.3 Mobile food trucks shall not operate in angle, nose-in parking stalls or loading zones at any time.~~

g) ~~Moved to Section 3.2 Mobile food trucks shall not block access to alleyways, driveways, fire hydrants or loading zones.~~

h) ~~Moved to Section 3.3 No more than two mobile food trucks shall operate per block face at any given time.~~

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- i) ~~Mobile food trucks shall not operate from a parking stall that is adjacent to a protected bike lane as designated by the City of Saskatoon.~~

3.34 Parking for On-Street **Mobile** Food Trucks

- a) On-street mobile food trucks must pay all required parking fees through purchase of a meter hood(s) prior to issuance of a license.
- b) The license plate number of an approved **on-street** mobile food truck will be registered with Parking Services, Community Standards Division upon issuance of a license.
- c) **On-street mobile** food trucks that exceed 6.7 metres in total length shall be required to pay the parking fees equivalent to the parking fees for two parking meter stalls.
- d) A support vehicle may be parked **in front of or in close proximity to the behind the** food truck while it is operating when two parking fees are paid for, provided the total length of both vehicles does not exceed 13.4 metres (equivalent to the length of two parking stalls).
- e) **Service windows shall be oriented towards the sidewalk. Service windows that face the street are not permitted. A minimum of 1.5 metres (5.0 feet) of sidewalk as a passageway for pedestrians is required. Placement of any furniture (e.g. tables, chairs, benches, counters, etc.) associated with the on-street mobile food truck operation is not permitted.**
- f) **On-street vending locations are available on a daily first-come, first-serve basis. Specific parking spots or stalls are not reserved or assigned.**
- g) **Vending at one on-street location shall not exceed a period greater than six consecutive hours. Vendors shall move the**

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mobile food truck vehicle to a different block face after the six hour duration has expired.

h) On-street mobile food trucks shall not be operated within:

- i. 20 metres (measured from the nearest edge of the mobile food truck to the property line) of an existing permanent food service establishment (including sidewalk vendors with fixed locations) in all permitted location.**
- ii. 30 metres of any primary or secondary school.**
- iii. 20 metres of a park concession.**
- iv. 150 metres of a special event or festival (except where written permission from the event coordinator has been obtained and submitted to the City prior to commencement of the special event or festival).**
- v. 10 metres of any intersection or crosswalk, and within 10 metres of any bus stop.**

i) Notwithstanding clauses 3.3 h) i. through iii. Business Improvement Districts may submit requests, prior to March 1st of each year, to the City to approve additional locations. Requests from the Business Improvement Districts received after that date may be approved on a case by case basis in consideration of additional locations previously approved. The additional locations may be approved where the City is of the opinion that the additional locations do not compromise public welfare, fair competition or create a nuisance.

j) On-street mobile food trucks shall not operate within residential and institutional zoning districts, nor on a street adjacent to residential zoning districts.

k) On-street mobile food trucks shall not operate in angle, nose-in parking stalls or loading zones at any time.

l) No more than two on-street mobile food trucks shall operate per block face at any given time.

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- m) On-street mobile food trucks shall not operate from a parking stall that is adjacent to a protected bike lane as designated by the City of Saskatoon.

3.45 Hours of Operation

A mobile food truck or trailer operating at special events or festivals must follow the same operating hours as the event. ~~A mobile food truck may remain parked, whether operating or not, at one on-street location for a maximum six consecutive hours. Upon expiration of the initial six-hour period, the mobile food truck shall relocate to a different block face.~~

3.56 Legislation

Vendors must abide by all laws and regulations, bylaws, and resolutions governing the mobile food truck operation and pertaining to traffic and the use of streets.

3.67 Contraventions

Suspension or revocation of the business license may result if the vendor fails to meet one or more of the requirements outlined in this Policy, or any other laws, regulations or Bylaws.

4. RESPONSIBILITIES

4.1 General Manager, Community Services Department

- a) Administer this Policy; and
- b) Ensure vendors are licensed and operating in accordance with this Policy.
- c) Collect all parking related fees; and

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- d) Ensure vendors are operating in accordance with Street Use Bylaw No. 2954 and Traffic Bylaw No. 7200.

4.23. City Council

- a) Review and approve amendments to this Policy.



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Chief Whitecap Off-Leash Recreation Area Amendment to Animal Control Bylaw, 1999, Bylaw No. 7860

Recommendation of the Committee

That the City Solicitor be instructed to amend Bylaw No. 7860, *The Animal Control Bylaw, 1999*, to designate an Off-Leash Recreation Area in Chief Whitecap Park.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated April 8, 2019 was considered.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

Chief Whitecap Off-Leash Recreation Area Amendment to Animal Control Bylaw, 1999, Bylaw No. 7860

Recommendation

That the Standing Policy Committee on Planning, Development and Community Services recommend to City Council that the City Solicitor be instructed to amend Bylaw No. 7860, *The Animal Control Bylaw, 1999*, to designate an Off-Leash Recreation Area in Chief Whitecap Park.

Topic and Purpose

The purpose of this report is to request City Council's approval to amend Bylaw No. 7860, *The Animal Control Bylaw, 1999*, to designate an Off-Leash Recreation Area of approximately 80 acres in Chief Whitecap Park.

Report Highlights

1. The Administration has standards in place for Off-Leash Recreation Areas (Dog Parks) to maintain predefined levels of service and program readiness. The Dog Park construction in Chief Whitecap Park has been completed to a level which meets these levels of service.
2. Designation of a Dog Park in Chief Whitecap Park will require an amendment to Bylaw No. 7860, *The Animal Control Bylaw, 1999* (Bylaw 7860).

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Quality of Life by ensuring residents have access to facilities and programs that promote active living, and enjoy the natural beauty and benefits of parks, trails, and the river valley that brings people together.

Background

At its June 14, 2010 meeting, City Council approved the Chief Whitecap Park Master Plan (Master Plan). The Master Plan provides direction on the future design and function of this City-owned land. This plan includes an off-leash dog park; improvements to pathways and park amenities; the development of adequate parking areas for users; the naturalization of a large upland area; and an area for cultural, historical, and natural interpretation.

On April 13, 2015, the City and Meewasin (formerly Meewasin Valley Authority) entered into an agreement to fund and complete the detailed design for the Chief Whitecap Park. The design included an extension to the Meewasin Trail and development of the park space to include an Off-Leash Dog Park. Meewasin was responsible for completing the park design, seeking input from the City as the work proceeded, and preparing for development of the site in accordance with park design.

Chief Whitecap Off-Leash Recreation Area Amendment to Animal Control Bylaw, 1999, Bylaw No. 7860

At its March 27, 2017 meeting, City Council received an update report from the Administration on its application for Discretionary Use for Chief Whitecap Park. A highlight of this report was that subject to the Rural Municipality of Corman Park (Corman Park) Council approving the City's Discretionary Use Application, City Council would direct the amendment of Bylaw 7860 to designate a portion of Chief Whitecap Park as an Off-Leash Dog Park.

At its June 19, 2017 meeting, Corman Park Council approved the detailed design of Chief Whitecap Park. Corman Park Council also approved the recommendation that Corman Park Administration work with the City to draft the necessary bylaw amendments and agreements required to allow for enforcement, investigation, and prosecution of dangerous animal offences within Corman Park.

At its December 3, 2018 meeting, Corman Park Council approved an amendment to adjust its off-leash dog bylaw to allow Bylaw 7860 to operate on lands owned by the City located within Corman Park. Corman Park Council, thereby removed the conflict between the City's bylaw and its own, permitting the City to enforce Bylaw 7860 in the planned Off-Leash Area in Chief Whitecap Park.

Report

Off-Leash Dog Park Standards

The current standards for amenities at a city-wide Off-Leash Dog Park include the following:

- 1) parking – number of stalls determined by the space available;
- 2) fencing – perimeter and gated access points;
- 3) waste receptacles – quantity dependent on park size;
- 4) turf management – cut pathways once per month; and
- 5) signage – as per Animal Services standards.

The Off-Leash Dog Park in Chief Whitecap Park is approximately 80 acres in size (see Attachment 1) and is identified as a city-wide destination location. The Off-Leash Dog Park in Chief Whitecap Park has all standard amenities in place and will be maintained in conjunction with other Off-Leash Dog Parks throughout Saskatoon.

Designation of an Off-Leash Dog Park in Chief Whitecap Park

In order to bring the Off-Leash Dog Park in Chief Whitecap Park up to current animal bylaw enforcement standards, which includes enforcement of Bylaw 7860 by the City's appointed enforcement agency, an amendment to Bylaw 7860 to designate the proposed Off-Leash Area is needed. Amending Bylaw 7860 provides dog owners the opportunity to legally allow their dog to be off-leash within the designated Off-Leash Dog Park and would allow necessary enforcement of bylaws to support the safety and enjoyment of all users.

Chief Whitecap Off-Leash Recreation Area Amendment to Animal Control Bylaw, 1999, Bylaw No. 7860

Options to the Recommendation

City Council could choose to not approve the recommendation to amend Bylaw 7860; further direction would be required.

Public and/or Stakeholder Involvement

The Administration has been working with Corman Park's Administration through the implementation of the proposed enforcement strategy. Corman Park's Administration requires Animal Services to manage bylaw enforcement at the Off-Leash Dog Park in Chief Whitecap Park, as outlined in this report.

Communication Plan

Subject to City Council approval, Animal Services will update the City's website listing a map of Off-Leash Dog Parks.

Financial Implications

There are no expected financial implications as a result of the bylaw amendment to include the addition of the Off-Leash Dog Park in Chief Whitecap Park.

Safety/Crime Prevention Through Environmental Design (CPTED)

The updated Master Plan was presented to the CPTED Committee on April 7, 2016, with 13 recommendations made. Seven recommendations have been addressed through detail design and the remaining six recommendations will be addressed through the installation of signage.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The target completion date for this amendment will be the spring of 2019.

Public Notice

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

Attachment

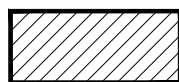
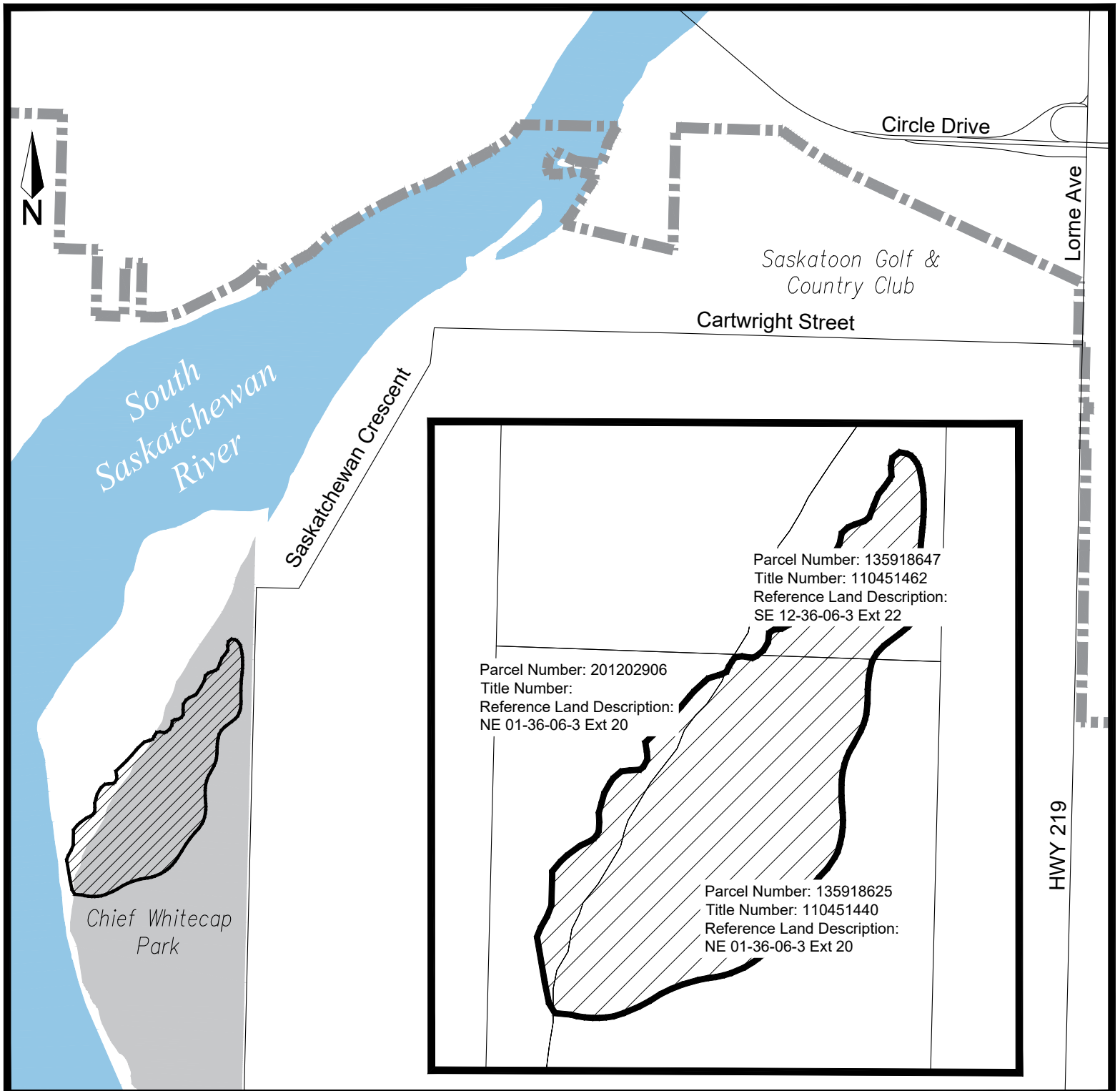
1. Dog Park in Chief Whitecap Park

Report Approval

Written by: Jeremy Probe, Open Space Consultant, Recreation and Community Development
Reviewed by: Andrew Roberts, Acting Director of Recreation and Community Development
Approved by: Lynne Lacroix, General Manager, Community Services Department

SP/2019/RCD/PDCS – Chief Whitecap – Bylaw Amend/pg

DOG PARK IN CHIEF WHITECAP PARK



Dog Park



STANDING POLICY COMMITTEE ON PLANNING, DEVELOPMENT AND COMMUNITY SERVICES

Safe Consumption Site in Saskatoon – Councillor R. Donauer

Recommendation of the Committee

That the information be received and referred to the Board of Police Commissioners for consideration.

History

At the April 8, 2019 Standing Policy Committee on Planning, Development and Community Services meeting, a report of the General Manager, Community Services Department dated April 8, 2019 was considered.

Your Committee received a presentation from Randy Pshebylo, Executive Director, Riversdale Business Improvement District, requesting a review of the medical clinic definition within the Zoning Bylaw in light of safety issues identified in other jurisdictions.

Your Committee was advised that a general review of the Zoning Bylaw is underway and the definition of medical clinics within the Zoning Bylaw could be looked at. It was noted, however, that the Zoning Bylaw in place now would apply to the current application. In light of safety issues raised, your Committee is recommending that the report be referred to the Board of Police Commissioners for consideration.

Attachment

April 8, 2019 report of the General Manager, Community Services Department

Safe Consumption Site in Saskatoon – Councillor R. Donauer

Recommendation

That the report of the General Manager, Community Services Department, dated April 8, 2019 be forwarded to City Council for information.

Topic and Purpose

This report is to provide an update as to the City of Saskatoon's role in the current plans for the establishment of a safe consumption site within Saskatoon.

Report Highlights

1. The City of Saskatoon has a Zoning Bylaw, Building Bylaw and permitting processes in place to guide any development and building permitting.
2. The Saskatoon Fire Department (SFD) communicates with stakeholders and provides needle data through information sharing.

Strategic Goal(s)

This report supports the City's Strategic Goal of Sustainable Growth by providing information regarding the zoning districts in place in Saskatoon, and the intention through Bylaw No. 8770, Zoning Bylaw, to provide a clear and predictable development regime.

Background

City Council, at its Regular Business Meeting on March 25, 2019, received a Notice of Motion from Councillor R. Donauer and resolved:

"That the Administration report expeditiously on the impending application for a Safe Consumption Site in Saskatoon, and whether the City of Saskatoon has any role to play in the decision making process".

A safe consumption site is a place where drug users are able to consume substances under the supervision of a trained medical professional and have access to supports and services without the risk of prosecution. The Administration's understanding is that safe consumption sites are part of the Saskatchewan Health Authority's overall harm reduction strategy. At a safe consumption site, clients would also have access to education, testing and treatment for communicable diseases as well as referrals to health, counselling and addictions services and other supports.

Report

Zoning and Building Regulations

Under the current Zoning Bylaw No. 8770 (Zoning Bylaw), a safe consumption site would be considered a medical clinic. A medical clinic is defined in the Zoning Bylaw as "A building or part of a building where two or more members of the medical profession, dentists, chiropractors, osteopaths or occupational therapists provide diagnosis and

treatment to the general public without overnight accommodation and may include such uses as reception areas, offices, consultation rooms, x-ray facilities and minor operating rooms, providing that all such uses have access only from the interior of the building.”

A medical clinic is allowed in many of the zoning districts identified in the Zoning Bylaw. In any of the locations where a medical clinic would be permitted, a particular building may or may not require renovations to accommodate a medical clinic. If the building is already designed for that use, the City Administration would not see any applications for building or development permits, and the clinic would be permitted to operate. If however, the building did require building renovations or modification to change to allow for the medical clinic, then the City would receive a building and development permit request. The Administration would review the request and as long as the request meets both building code and zoning regulations, the Administration would approve the request.

Saskatoon Fire Department

Late 2016 through 2017, SFD was involved in a group looking to co-locate services related to an injection site. SFD provides heat-map data showing sharps retrieval and continues to work with stakeholders such as Needle Safe Saskatoon, Saskatchewan Health Authority, and community outreach groups.

Since March 2018, SFD has been part of the Community Safety and Well-Being Partnership Group – Safe Community Action Alliance focusing on two priorities; Crystal Meth and Housing.

Public and/or Stakeholder Involvement

There was no public or stakeholder involvement with this report

Other Considerations/Implications

There are no options, policy, privacy, financial, environmental or CPTED implications or considerations; a communications plan not required at this time.

Due Date for Follow-up and/or Project Completion

No specific follow up is required.

Public Notice

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

Report Approval

Written by: Lynne Lacroix, General Manager, Community Services
Morgan Hackl, Fire Chief, Saskatoon Fire Department
Approved by: Lynne Lacroix, General Manager, Community Services

Thompson, Holly

From: Jason Mercredi <City.Council@Saskatoon.ca>
Sent: Tuesday, April 16, 2019 3:17 PM
To: City Council
Subject: Form submission from: Write a Letter to Council
Attachments: request_to_speak_to_city_council-april_16th_2019.pdf

Submitted on Tuesday, April 16, 2019 - 15:16
Submitted by anonymous user: 70.64.112.123
Submitted values are:

Date: Tuesday, April 16, 2019
To: His Worship the Mayor and Members of City Council
First Name: Jason
Last Name: Mercredi
Email: admin@aidssaskatoon.ca
Address: 1143 Ave F N
City: Saskatoon
Province: Saskatchewan
Postal Code: S7L2M4
Name of the organization or agency you are representing (if applicable): AIDS Saskatoon
Subject: Safe Consumption Site
Meeting (if known): City Council
Comments: I am requesting to speak to City Council meeting on the matter of AIDS Saskatoon's Safe Consumption Site application with the federal government.
Attachments:
request_to_speak_to_city_council-april_16th_2019.pdf:
https://www.saskatoon.ca/sites/default/files/webform/request_to_speak_to_city_council-april_16th_2019.pdf

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/301668>



April 16th 2019,

Re: The Safe Consumption Site in Saskatoon

Dear Saskatoon City Council,

I am requesting to speak to the matter of AIDS Saskatoon's application for a Safe Consumption Site at 1516 20th Street West at the City Council meeting on April 29th, 2019.

Thank you,

A handwritten signature in blue ink, appearing to read "Jason Mercredi".

Jason Mercredi
Executive Director



STANDING POLICY COMMITTEE ON FINANCE

Saskatoon Centennial Auditorium & Convention Centre Corporation ("TCU Place") Written Meeting Procedures

Recommendation of the Committee
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That the information be received.

History

At the April 8, 2019 Standing Policy Committee on Finance meeting, a letter dated March 13, 2019 from Matt Petrow, Director of Finance, TCU Place, with respect to the written meeting procedures for the Centennial Auditorium and Convention Centre Corporation, was considered.

Attachment

Letter dated March 13, 2019 from Matt Petrow, Director of Finance, TCU Place

TCU Place Meeting Procedures

In accordance with Section 55.1 of *The Cities Act*, the following constitutes the Meeting Procedures for the Saskatoon Centennial Auditorium & Convention Centre Corporation (“TCU Place”, or the “Corporation”).

DIVISION A **Directors’ Meetings - General**

Regular Meetings of Directors

1. Regular Meetings of Directors of the Corporation will be held on the last Thursday of every month, excluding July, August, and December. As per the Bylaws, no specific notice to directors is required.

Special Meetings of Directors

2. Special Meetings of Directors may be held when required at such times and place as agreed by the Directors, or as requisitioned pursuant to the Bylaws. All Directors shall be given notice of the time and place of such meetings as per the Bylaws.

Place of Meetings

3. Both Regular and Special Meetings of the Directors shall be held in the City of Saskatoon.

Resolutions in Writing and Electronic Meetings

4. Notwithstanding any other provision of this Meeting Procedure, a resolution signed by each member pursuant to Section 132 of *The Non-profit Corporations Act, 1995* is as valid as if it had been passed at a meeting of the members. A copy of the resolution shall be kept with the minutes of Meetings of Members.
5. Notwithstanding any other provision of this Meeting Procedure, a resolution signed by each Director or Committee of Directors pursuant to Section 104 of *The Non-profit Corporations Act, 1995* is as valid as if it had been passed at a meeting of the members. A copy of the resolution shall be kept with the minutes of Meetings of Directors or Committees of Directors.
6. If all of the Directors of the Corporation consent, a Director may participate in a meeting of Directors or a Committee of Directors by means of telephone or other communications facilities that permit all persons participating in a meeting to hear each other, and a Director participating in a meeting by these means is deemed for the purposes of *The Non-profit Corporations Act, 1995* to be present at such meeting.

DIVISION B

Control and Conduct at Meetings

Chair

7. (1) The Chair shall:
 - (a) preside at all meetings;
 - (b) preserve order at meetings;
 - (c) enforce the rules of the Corporation;
 - (d) decide points of privilege and points of order; and
 - (e) advise on points of procedure.
- (2) The Chair shall have the same rights and be subject to the same restrictions, when participating in debate, as all other Directors.
- (3) When wishing to make a motion, the Chair shall:
 - (a) vacate the chair, and request that the Vice-Chair take the chair;
 - (b) if the Vice-Chair is absent, the Secretary shall take the chair; and
 - (c) the Chair shall remain out of the chair until the motion has been dealt with.

Vice-Chair

8. (1) The Directors shall appoint a Vice-Chair.
- (2) The Vice-Chair is to act as the Chair if:
 - (a) the Chair is unable to perform the duties of Chair; or
 - (b) the office of Chair is vacant.

Point of Order

9. (1) A Director may rise and ask the Chair to rule on a point of order.¹
- (2) When a point of order is raised, the Director speaking shall immediately be seated and shall remain seated until the Chair decides the point of order raised.
- (3) A point of order must be raised immediately at the time the rules of the Corporation are breached.

- (4) The Director against whom a point of order is raised may be granted permission by the Chair to explain.
- (5) A point of order is not subject to amendment or debate.

Point of Privilege

- 10. (1) A Director may rise and ask the Chair to rule on a point of privilege.²
- (2) After the Director has stated the point of privilege, the Chair shall rule whether or not the matter raised is a point of privilege.
- (3) If the matter is determined to be a point of privilege, the Director who raised the point of privilege shall be permitted to speak to the matter.
- (4) If the point of privilege concerns a situation, circumstance or event which arose between Directors, the Director shall raise the point of privilege immediately after adoption of the minutes of the previous meeting.
- (5) A point of privilege is not subject to amendment or debate unless a motion regarding the point of privilege is put to the Directors.

Point of Procedure

- 11. (1) Any Director may rise and ask the Chair for an opinion on a point of procedure.³
- (2) When a point of procedure is raised, the Director speaking shall immediately be seated until the Chair responds to the inquiry.
- (3) After the Director has asked the point of procedure, the Chair shall provide an opinion on the rules of procedure bearing on the matter before the Directors.
- (4) A point of procedure is not subject to amendment or debate.
- (5) The Chair's answer to a point of procedure is not a ruling, and cannot be appealed to the whole of the meeting.

Appeal

- 12. (1) Any Director may appeal any ruling of the Chair on a point of order or point of privilege to the whole of the meeting.
- (2) A ruling of the Chair must be appealed immediately after the ruling is made or the ruling will be final.

Conduct of Directors

13. (1) A Director wishing to speak at a meeting shall obtain the approval of the Chair before speaking.
- (2) When addressing a meeting, a Director shall refrain from:
 - (a) speaking disrespectfully of the federal government, the provincial government or municipal council, or any official representing them;
 - (b) using offensive words in referring to a Director, an employee of the Corporation or a member of the public;
 - (c) reflecting on a vote of Directors except when moving to rescind or reconsider it, and reflecting on the motives of Directors who voted on the motion or the mover of the motion; or
 - (d) shouting or using an immoderate tone, profane, vulgar or offensive language.
- (3) When a Director is addressing the Chair, all other Directors shall:
 - (a) remain quiet and seated;
 - (b) refrain from interrupting the speaker, except on a point of order or point of procedure; and
 - (c) refrain from carrying on a private conversation in such a manner that disturbs the speaker.
- (4) Directors shall remain seated and be silent once a question is put to vote and until the vote is declared.
- (5) Directors shall ensure that all cellular telephones and similar electronic devices remain silent and do not create a disruption to the meeting.

DIVISION C Directors' Meeting Procedure

Procedure and Rules

14. (1) When any matter arises relating to procedure, which is not covered by this Meeting Procedure, the matter shall be decided by reference to *Bourinot's Rules of Order of Parliamentary Procedure*.
- (2) In the event of any conflict between the provisions of this Meeting Procedure and those contained in *Bourinot's Rules of Order of Parliamentary Procedure*, the provisions of this Meeting Procedure shall apply.

Suspension of Rules

15. Any of the rules contained in this Meeting Procedure not specified in *The Non-profit Corporations Act, 1995* may be suspended for any one meeting by a unanimous vote of the Directors present at the Directors' meeting.

Order of Business and Agenda

16. (1) The order of business for a Regular Business Meeting shall be as set out in Schedule "A".
- (2) The Chair shall prepare the agenda for Directors' meetings and shall arrange for distribution of copies of the agenda, along with all reports or communications to be dealt with at the Directors' meeting, to each Director at least 6 days immediately preceding the Directors' meeting.
- (3) Business shall be considered in the order in which it stands on the agenda, unless the Directors alter the order of business for the convenience of the Directors' meeting by a majority vote of the Directors present.

Minutes

17. (1) The Secretary shall arrange for the recording of the minutes of each Directors' meeting and shall arrange for distribution of copies of the minutes of the last Directors' meeting to each Director at least 6 days before the next Directors' meeting.
- (2) Any Director may request that a portion of the minutes be read aloud.
- (3) Any Director may make a motion amending the minutes to correct any mistakes.

Commencement of Meeting

18. (1) The Chair shall commence the meeting at the time specified for the meeting and as soon as a quorum is present.
- (2) If neither the Chair nor the Vice-Chair is present within five minutes of the time specified for the meeting and a quorum is present, the Secretary shall take the chair and commence the meeting until the arrival of the Chair or the Vice-Chair.
- (3) If a quorum is not present within 15 minutes of the time specified for the meeting, the Directors' meeting shall stand adjourned until the next regularly scheduled meeting.

Quorum

19. (1) A quorum for the transaction of business at any meeting of the Corporation shall consist of a majority of the Directors then in office, provided that in no event shall the quorum consist of less than four Directors or such greater number of Directors as the Corporation may from time to time determine. If a quorum is present at the

opening of any meeting of Directors, the Directors present may proceed with the business of the meeting notwithstanding that a quorum is not present throughout the meeting. If a quorum is not present at the opening of any meeting of Directors, the Directors present may adjourn the meeting to a fixed time and place but may not transact any other business.

- (2) Any act or proceeding of the Corporation that is adopted at any Directors' meeting at which a quorum is not present is invalid.

Motions and Debate

- 20. (1) A motion shall not be considered until it has been seconded.
- (2) When a motion is under debate, no other motions may be made, except:
 - (a) to refer the motion to a Committee or the administration for a report back to the Directors;
 - (b) to amend the motion;
 - (c) to defer the motion to a fixed date; or
 - (d) to request that the motion be put to a vote.
- (3) Any motions allowed under subsection (2) shall be considered in the order in which they were moved.

Motion to Amend - General

- 21. (1) Except as provided in subsection (12), any motion may be amended to:
 - (a) add words within the motion;
 - (b) delete words within the motion; or
 - (c) change a word or words within the motion.
- (2) The amending motion must be:
 - (a) relevant to the main motion;
 - (b) made while the main motion is under consideration; and
 - (c) consistent with the principle embodied in the main motion.
- (3) An amending motion may also be amended.
- (4) A subamendment must be:

- (a) relevant to the original amendment;
 - (b) made while the original amendment is under consideration; and
 - (c) consistent with the intent of either the original amendment or the main motion.
- (5) Only two amendments to a motion, an amendment and a subamendment, are allowed at the same time. When one or both have been dealt with, a further amendment or subamendment may be entertained.
- (6) There is no limit to the number of amendments or subamendments that may be proposed.
- (7) An amendment may be introduced at any stage before the question is put on the main motion provided there is not more than one amendment and one subamendment before the meeting at one time.
- (8) Any Director wishing to move an amendment that is not in order at the time because there are already two amendments before the meeting may state the intention of the proposed amendment, as the proposal may affect the vote on those motions awaiting decision.
- (9) The main motion shall not be debated until all amendments to it have been put to a vote.
- (10) Amendments shall be put in the reverse order to the order in which they were moved.
- (11) When all amendments have been voted on, the main motion incorporating all amendments adopted shall be put to a vote.
- (12) No amendments shall be made to the following motions:
 - (a) a motion to adjourn;
 - (b) a motion to defer to a fixed date, except as to the date; or
 - (c) a motion requesting that a motion be put to a vote.

Dividing a Motion into Parts

- 22. (1) A Director may request or the Chair may direct that a motion be divided if the motion contains more than one separate and complete recommendation.
- (2) Directors shall then vote separately on each recommendation.
- (3) A new motion to add a further recommendation is permitted provided:

- (a) the proposed recommendation is relevant to the original motion;
- (b) the proposed recommendation does not alter in a significant way the principle embodied in the original motion; and
- (c) the original motion has been dealt with.

Motion Arising

23. When a particular matter is before the Directors, a motion arising on the same matter is permitted provided:

- (a) the proposed motion is related to and rises from the item which has just been considered;
- (b) the proposed motion does not alter in a significant way the principle embodied in the original motion; and
- (c) the proposed motion is made before the consideration of any other item of business at the meeting.

Motion to Defer to a Fixed Date

24. (1) Where a majority of all Directors decide to defer a motion to a fixed date, the motion cannot be considered by the Directors until the fixed date.
- (2) The only amendment allowed to a motion to defer to a fixed date is to change the date.
- (3) Notwithstanding subsection (1), the Directors may consider a deferred motion before the fixed date if a majority of all Directors agree that the motion may be considered before that date.

Request that Motion be put to Vote

25. (1) A motion requesting that a motion be put to a vote shall not be moved or seconded by a Director who has spoken to the original motion.
- (2) A motion requesting that a motion be put to a vote shall not be amended or debated.
- (3) If a motion requesting that a motion be put to a vote is passed by the Directors, the original motion shall immediately be put to a vote of the Directors without further amendment or debate.
- (4) If a motion requesting that a motion be put to a vote is not passed by the Directors, the original question may be amended or debated.

Motion to Adjourn

26. (1) A motion to adjourn is allowed at any time during a Corporation meeting, except:
- (a) when a Director is speaking;
 - (b) when Directors are voting on a motion;
 - (c) when a recorded vote is being taken;
 - (d) when Directors are considering a motion requesting that a motion be put to a vote; or
 - (e) when no other intermediate proceeding has been considered since the last motion to adjourn was made at the meeting.
- (2) A motion to adjourn shall be decided without debate.

Motion Contrary to Rules

27. The Chair may refuse to put to the Directors a motion which is, in the opinion of the Chair, contrary to the rules and privileges of the Directors' meeting.

Withdrawal of Motion

28. The mover and seconder of a motion may withdraw it at any time prior to a vote being taken or prior to the motion being amended.

Motion to Reconsider

29. (1) A motion to reconsider is in order whether the original motion passed or failed.
- (2) A motion to reconsider may only be made at the same Directors' meeting as the original motion was voted on.
- (3) A motion to reconsider must be moved by a Director who voted with the prevailing side of the original motion. When a motion loses on a tied vote, the prevailing side is those who voted against the motion.
- (4) A motion to reconsider may be seconded by any Director regardless how the Director voted on the original motion.
- (5) A motion to reconsider is debatable only if the motion being reconsidered is debatable.
- (6) A motion to reconsider cannot be amended.
- (7) A motion to reconsider shall require a majority vote of the Directors present at the meeting.

- (8) If a motion to reconsider is adopted, the original motion is immediately placed before the Directors to be reconsidered.
- (9) Once a vote on a motion to reconsider has taken place, there shall be no further motion to reconsider that resolution.

Motion to Rescind

- 30. (1) A motion to rescind is in order only when the original motion passed. No motion to rescind shall be necessary when the original motion failed.
- (2) A motion to rescind may be made at any time following the Directors' meeting at which the original motion was voted on regardless of the time that has elapsed since the original vote was taken.
- (3) A motion to rescind may be moved and seconded by any Director regardless how they voted on the original motion.
- (4) A motion to rescind is debatable.
- (5) A motion to rescind may be amended.
- (6) Except as provided in subsection (7), a motion to rescind shall only be made by a notice of motion duly given at a Directors' meeting prior to the meeting at which the motion is to be considered.
- (7) The Directors may, by unanimous consent of the Directors present, waive the requirement for notice.
- (8) A motion to rescind shall, in all cases, require a majority vote of all Directors to pass.
- (9) A motion cannot be rescinded:
 - (a) when the making or calling up of a motion to reconsider is in order;
 - (b) when action on the motion has been carried out in a way that cannot be undone; or
 - (c) when a resignation has been accepted or actions electing or expelling a person from membership or office have been taken.

Notice of Motion

- 31. (1) A motion introducing a new matter shall not be considered by Directors unless a notice of motion has been submitted in writing to the Secretary at a previous regularly scheduled Directors' meeting.

- (2) A notice of motion shall include a copy of the actual motion to be placed before the Directors.
- (3) The Directors may, by unanimous consent of the Directors present, waive the requirement for notice.
- (4) All notices of motion received pursuant to subsection (1), shall be considered at the next Regular Business Meeting.

Debate on Motion

- 32. (1) Subject to subsections (4) and (5), no Director shall speak more than once to a motion except to explain a material part of their speech which may have been misquoted or misunderstood.
- (2) No Director shall speak longer than five minutes on the same motion.
- (3) The mover of the motion shall be given the first opportunity to speak.
- (4) The mover of the motion shall be allowed a reply at the conclusion of the debate, which reply shall not be longer than three minutes.
- (5) The Directors may, by a majority vote of the Directors present, allow any Director to speak to the same motion more than once or for longer than five minutes.

Voting of Directors

- 33. (1) A Director attending a Directors' meeting shall vote at the meeting on a matter before the meeting unless the Director is required to abstain from voting because of a conflict of interest.
- (2) If a Director is not required to abstain from voting on a matter before the meeting and abstains from voting, the Director is deemed to have voted in the negative. [this may vary depending upon your Corporation's Bylaws]
- (3) The Secretary shall ensure that each abstention is recorded in the minutes of the meeting.

Voting of Chair

- 34. The Chair shall vote with the other Directors on all questions.

Majority Decision

- 35. Unless a greater percentage of votes is required by any provision of the Bylaw, *The Non-profit Corporations Act, 1995*, or this Meeting Procedure, at every Directors' meeting all questions are to be decided by a majority vote of the Directors present.

Recorded Vote

36. (1) Any Director may request a recorded vote on any vote of Directors.
- (2) In such case, the minutes must show the names of Directors present and whether each voted for or against the proposal or abstained.

Tied Vote

37. If there is an equal number of votes for and against a resolution, the resolution is defeated.

DIVISION D

Members' Meetings - General

Annual General Meeting

38. The Annual General Meeting of Members shall be held in Saskatoon, notice of which shall be given to each member no more than 50 days and no less than 15 days before the meeting.

Special Meetings of Members

39. A Special Meeting of Members may be held at such time and place as determined by the Directors, or as requested pursuant to *The Non-profit Corporations Act, 1995*. Notice of the meeting shall be given to each member no more than 50 days and no less than 15 days before the meeting.
40. Both Regular (the "Annual General Meeting") and Special Meetings of Members shall be held in the City of Saskatoon.

DIVISION E

Control and Conduct at Meetings

41. Division B, Control and Conduct at Meetings shall apply, *mutatis mutandis*, to meetings of members.

DIVISION F

Members' Meeting Procedure

Directors' Meeting Procedure to Apply *Mutatis Mutandis*

42. Division C, Directors' Meeting Procedure shall apply, *mutatis mutandis*, to meetings of members.
43. Schedule "A" shall have added to it the following as needed:

- (a) consideration of amendments to Articles of Incorporation;
- (b) consideration of amendments to Bylaws;
- (c) consideration of Financial Statement and Report of Auditor;
- (d) resignation of Directors;
- (e) election of Directors; and
- (f) appointment of an Auditor.

¹ “**point of order**” means an issue raised by a Director in a meeting claiming that the procedures of the meeting or of an individual Director are contrary to the procedural rules or practices.

² “**point of privilege**” means an issue raised by a Director in a meeting on any matter related to the rights and privileges of the Corporation or individual Director and includes:

- (a) organization and existence of the Corporation;
- (b) comfort of Directors;
- (c) conduct of employees of the Corporation or persons in attendance at the meeting;
- (d) accuracy of the reports of the Corporation’s proceedings; and
- (e) reputation of the Corporation or Directors.

³ “**point of procedure**” means a question directed to the person presiding at a meeting to obtain information on the rules or procedures bearing on the business at hand.

Schedule A – Regular Business Meeting Agenda

1. Call to order
2. Confirmation of agenda
3. Declaration of conflict of interest
4. Adoption of previous minutes
5. Business arising from prior minutes
6. CEO report
7. Audit & Finance Committee report
8. Governance Committee report
9. Futures Committee report
10. New business
 - 10.1 Community feedback
11. Other items
 - 11.1 Upcoming events lists
 - 11.2 Board timetable reminders
 - 11.3 Reminder of next Board meeting
12. Adjournment
13. In-camera session



STANDING POLICY COMMITTEE ON FINANCE

Notice of Annual Member's Meeting - Saskatchewan Place Association Inc. - May 1, 2019

Recommendation of the Committee

That the City of Saskatoon, being a member of the Saskatchewan Place Association Inc., appoint Mayor Charlie Clark, or in his absence, Councillors Troy Davies or Ann Iwanchuk, of the City of Saskatoon, in the Province of Saskatchewan, as its proxy to vote for it on its behalf at the Annual General Meeting of the members of the Saskatchewan Place Association Inc., to be held on the 1st day of May, 2019, or at any adjournment or adjournments thereof.

History

The Standing Policy Committee on Finance, at its meeting held on April 8, 2018, considered a letter from SaskTel Centre, providing Notice of the Annual General Meeting of the Saskatchewan Place Association Inc.

Attachment

Letter dated March 27, 2019 from Lori O'Brien, Secretary, SaskTel Centre

From: Lori O'Brien <lobrien@sasktelcentre.com>
Sent: Wednesday, March 27, 2019 12:02 PM
To: Web E-mail - City Clerks
Cc: Lofdahl, Will (SaskTel Centre); Art Postle; kayla.seipp@mnp.ca
Subject: Notice of Annual General Meeting
Attachments: Notice of Annual General Meeting.pdf

To His Worship the Mayor and Members of City Council,

Attached is the Notice of Annual General Meeting for Saskatchewan Place Association Inc. for inclusion on the City Council Meeting Agenda of April 29, 2019.

Thank you,

Lori O'Brien | Administrative Assistant



#101-3515 Thatcher Avenue | Saskatoon, SK | S7R 1C4
D 306.975.8162 | **F** 306.975.2907
E lobrien@sasktelcentre.com | www.sasktelcentre.com

"Please consider the environment before printing this email. Learn about the [Green Stem Pledge](#) taken by SaskTel Centre."



27 March 2019

His Worship the Mayor & City Council
City Clerk's Office
City Hall
222 3rd Avenue North
Saskatoon SK S7K 0J5

Dear His Worship the Mayor and Members of City Council:

**NOTICE OF ANNUAL GENERAL MEETING
SASKATCHEWAN PLACE ASSOCIATION INC.**

Please take note of the following meeting of the above-mentioned committee:

Date: WEDNESDAY, MAY 1, 2019

Time: 5:30 P.M.

Location: COMMITTEE ROOM E, CITY HALL

Please confirm your attendance with Lori O'Brien by telephone at 306-975-3155 or by email at lobrien@sasktelcentre.com.

Kind regards,

A handwritten signature in blue ink, appearing to read "Lori O'Brien".

Lori O'Brien, Recording Secretary
SaskTel Centre

Cc: Will Lofdahl, Chief Executive Officer
Board of Directors, Saskatchewan Place Association Inc.
Kayla Seipp, MNP LLP

Enclosures: Agenda
Minutes of May 2, 2018 Annual General Meeting

SASKATCHEWAN PLACE ASSOCIATION INC.

ANNUAL GENERAL MEETING

WEDNESDAY, MAY 1, 2019

5:30 P.M.

A G E N D A

1. Reading of the Notice of Meeting
2. Call to Order
3. Proxies
4. Minutes of Previous Meeting
5. Business arising
6. Chair's Report
7. Treasurer's Report
8. Auditor's Report
9. Resignation of Directors
10. Appointment of Directors
11. Appointment of Auditor
12. Appointment of Solicitor
13. Ratification of Board of Directors' Actions
14. Other Business
15. Motion for Adjournment

Saskatchewan Place Association Inc. Board of Directors
Annual General Meeting
Wednesday, May 2, 2018 at 5:30 p.m.

ANNUAL GENERAL MEETING MINUTES

Present: Art Postle, Chair
Blair Davidson Vice Chair and Treasurer
Adele Buettner
Mayor Charlie Clark
Paul Jaspar
Derek Lothian
Kirby Wirchenko
Mubarka Butt, Total Rewards Manager, City of Saskatoon Human Resources
Heather Hails, Recording Secretary
Will Lofdahl, Chief Executive Officer

Guest: Trevor James, Director of Finance & Ticketing

Regrets: Corina Farbacher
Councillor Troy Davies
Russel Marcoux
Leanne Johnson

1. The meeting was called to order at 5:35 p.m.
2. The reading of the notice of meeting was moved and seconded and approved.
3. There was no need for a proxy as Mayor Clark was present.
4. The minutes of the May 3, 2017 meeting were moved and seconded and approved.
5. There was no business arising from the minutes.
6. The Chair's report, Treasurer's report, and Auditor's report were moved and seconded and approved.
7. Hill resigned.
8. Iwanchuk's appointment was moved and seconded and approved.

9. The reappointment of MNP LLP as Auditor was moved and seconded and approved.
10. The reappointment of the City Solicitor's Office as Solicitor was moved and seconded and approved.
11. It was moved and seconded and approved that all Board of Directors actions be ratified.
12. Other Business (none)
13. The meeting was adjourned at 5:39 p.m.

Mayor Charlie Clark, Chair



STANDING POLICY COMMITTEE ON FINANCE

Annual Reporting under Fee-for-Service Agreement – Tourism Saskatoon

Recommendation of the Committee

That the Tourism Saskatoon 2018 Audited Financial Statements and additional documents submitted under letter dated March 27, 2019 be received as information.

History

The Standing Policy Committee on Finance, at its meeting held on April 8, 2019 considered a letter from Todd Brandt, President and CEO, Tourism Saskatoon, submitting the following documents in accordance with the annual reporting requirements for the Fee-for-Service agreement:

- 2018 Measures Dashboard – Final;
- 2018 Audited Financial Statements;
- 2019 Measures Dashboard;
- 2019 Operating and Capital Budget Summary; and
- Statement of Leveraging Ratio of City Funding and Event Support

Your Committee received a presentation from Mr. Brandt, CEO and President, and Ms. Lynn Flury, Board Chair, Tourism Saskatoon, on the above annual reporting.

Attachment

Letter dated March 27, 2019 from Todd Brandt, President and CEO, Tourism Saskatoon

March 27, 2019

To: Standing Policy Committee on Finance – April 8, 2019
From: Lynn Flury/Todd Brandt
Re: Presentation by Tourism Saskatoon

I am pleased to provide you with the following documents in preparation for the meeting:

- 2018 Measures Dashboard - Final
- 2018 Audited Financial Statements
- 2019 Measures Dashboard
- 2019 Operating and Capital Budget summary, including statement of leveraging ratio of City Funding

Our Board Chair and I will be in attendance to respond to any questions the Committee might have.

I look forward to our discussions.

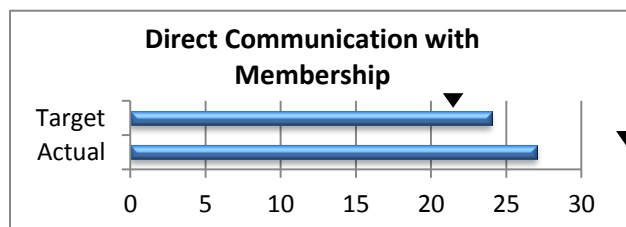
Sincerely,

A handwritten signature in black ink, appearing to read "Brandt".

Todd Brandt,
President & CEO

2018 Measures Dashboard - Final

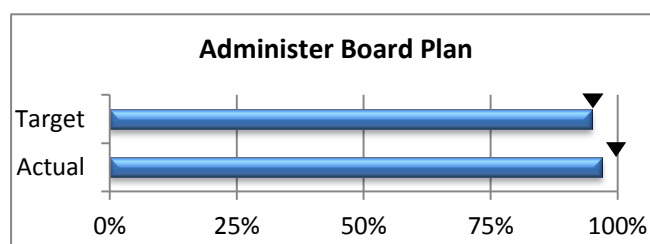
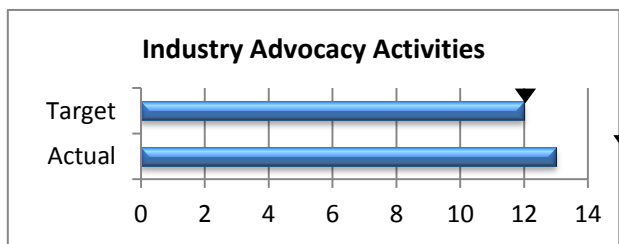
Membership



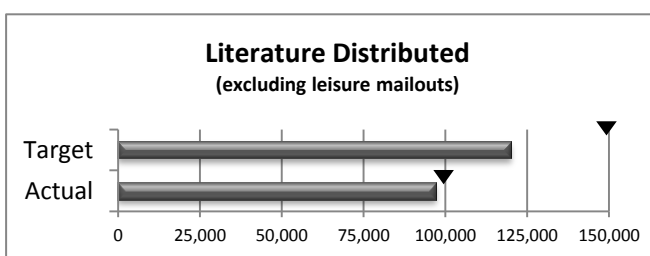
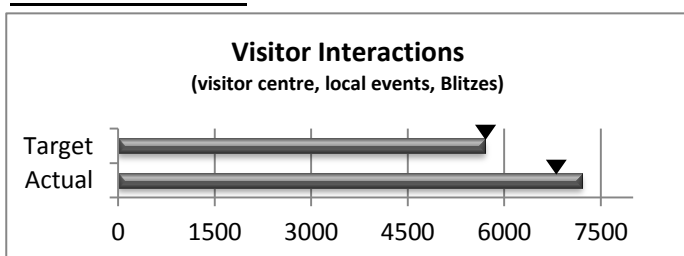
Clean Audit

YES NO

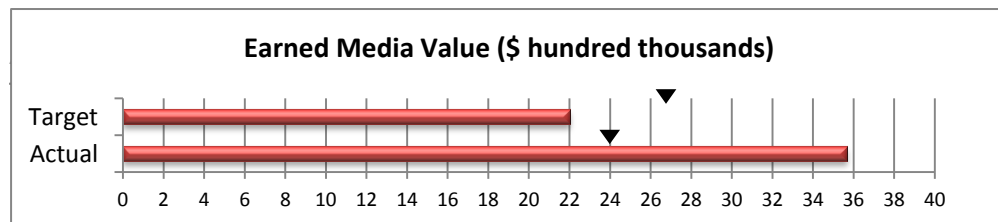
Administration/Industry Development



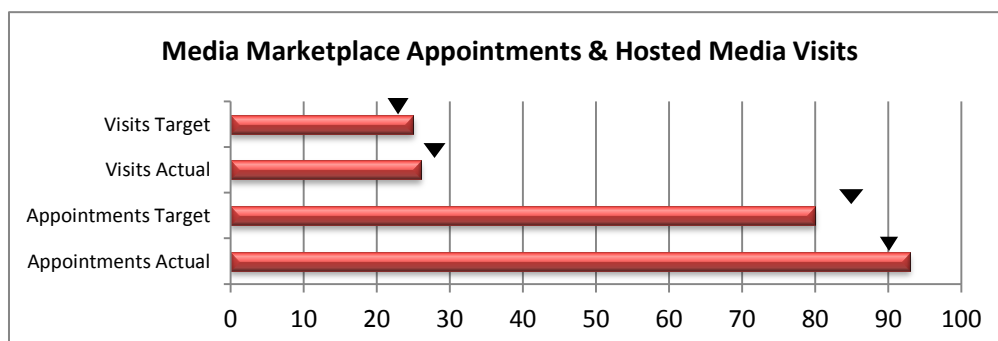
Visitor Services



Media



In addition, we have received \$2,035,532 for inclusion twice in the New York Times and \$1,022,171 for an article in CNN Travel.



Twitter followers:

Target 17,500 Actual 18,554

Facebook followers:

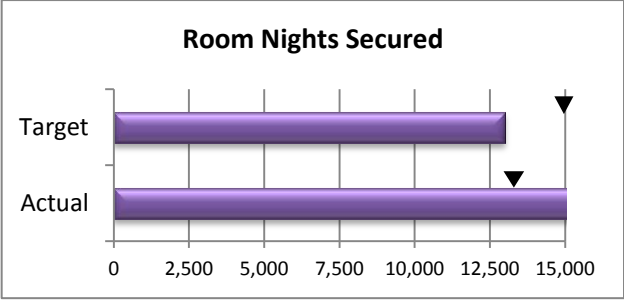
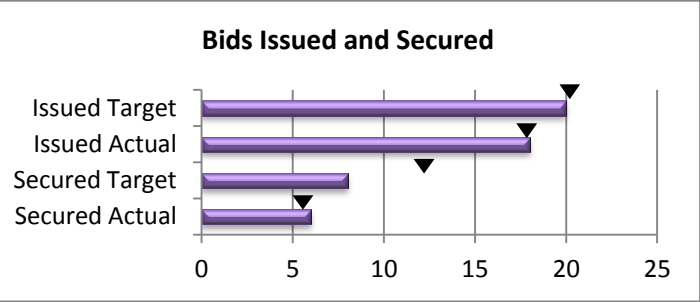
Target 20,000 Actual 17,067

Instagram followers:

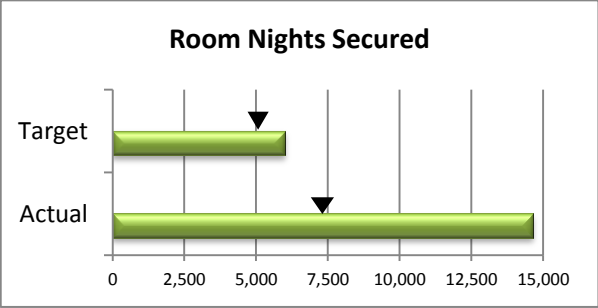
Target 18,500 Actual 17,275

2018 Measures Dashboard - Final

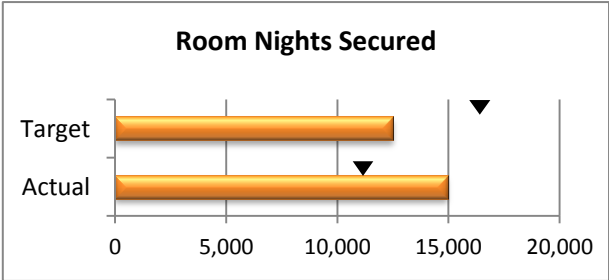
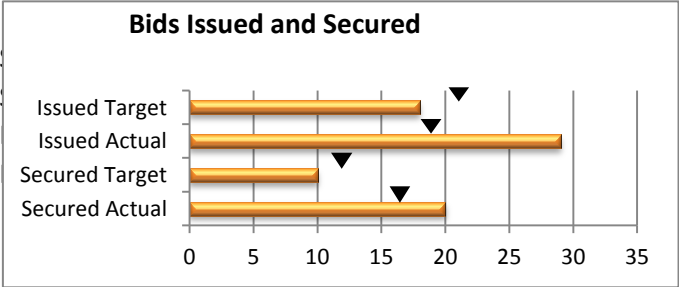
National Conventions and Events



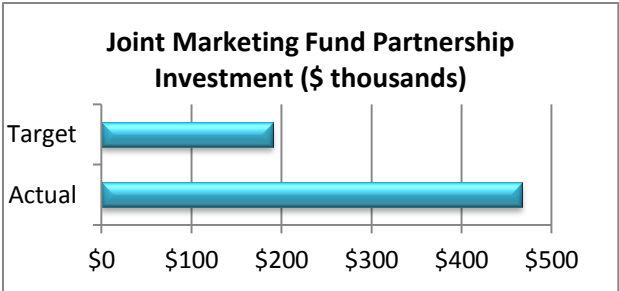
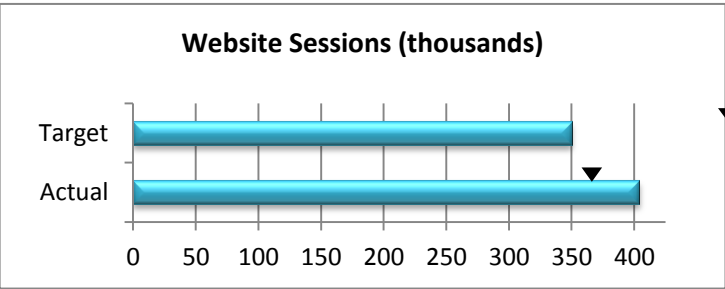
International Conventions and Events



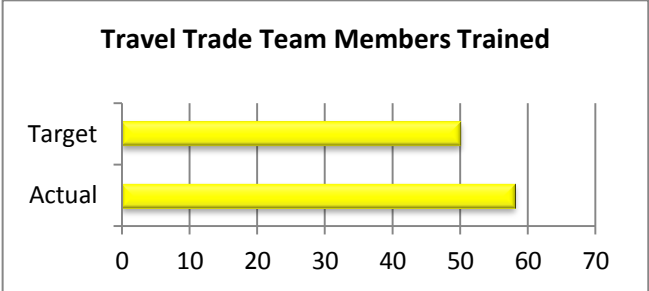
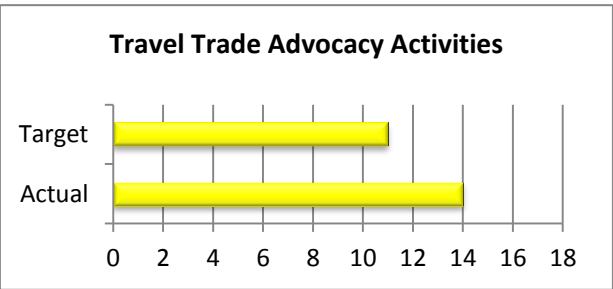
Sport Tourism



Leisure Marketing



Travel Trade



Financial Statements of

**SASKATOON VISITOR &
CONVENTION BUREAU INC.**

Year ended December 31, 2018



KPMG LLP
500-475 2nd Avenue South
Saskatoon Saskatchewan S7K 1P4
Canada
Tel (306) 934-6200
Fax (306) 934-6233

INDEPENDENT AUDITORS' REPORT

To the Members

Opinion

We have audited the financial statements of Saskatoon Visitor & Convention Bureau Inc. (the Bureau), which comprise:

- the statement of financial position as at December 31, 2018
- the statement of operations for the year then ended
- the statement of changes in net assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements, present fairly, in all material respects, the financial position of the Entity as at December 31, 2018, and its results of operations and its cash flows for the year then ended in accordance with Canadian Accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Bureau in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

KPMG LLP is a Canadian limited liability partnership and a member firm of the KPMG network of independent member firms affiliated with KPMG International Cooperative ("KPMG International"), a Swiss entity. KPMG Canada provides services to KPMG LLP.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian Accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Bureau's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Bureau or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Bureau's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Bureau's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Bureau's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Bureau to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants

March 5, 2019
Saskatoon, Canada

SASKATOON VISITOR & CONVENTION BUREAU INC.

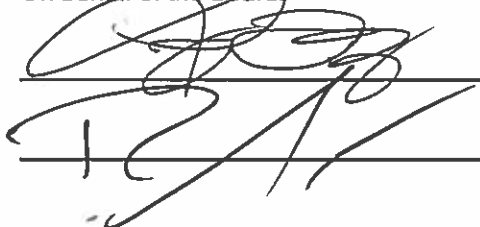
Statement of Financial Position

December 31, 2018, with comparative information for 2017

	2018	2017
Assets		
Current assets:		
Cash	\$ 303,995	\$ 358,813
Restricted cash and investments (note 10)	172,382	222,496
Accounts receivable - Destination Marketing Program	564,275	468,099
Accounts receivable	21,516	90,282
Prepaid expenses and deposits	97,315	126,182
Short-term investments	452,362	247,106
Inventories	2,701	3,769
	<u>1,614,546</u>	<u>1,516,747</u>
Property and equipment (note 3)	65,120	108,481
	<u>\$ 1,679,666</u>	<u>\$ 1,625,228</u>
Liabilities and Net Assets		
Current liabilities:		
Accounts payable and accrued liabilities (note 4)	\$ 258,942	\$ 256,211
Deferred contributions (note 5)	736,657	690,595
	<u>995,599</u>	<u>946,806</u>
Deferred contributions for property and equipment (note 6)	227,821	231,394
Net assets:		
Operating surplus	456,216	426,805
Equity in property and equipment	30	20,223
	<u>456,246</u>	<u>447,028</u>
Commitments (note 7)		
	<u>\$ 1,679,666</u>	<u>\$ 1,625,228</u>

See accompanying notes to financial statements.

On behalf of the Board:



Director

Director

SASKATOON VISITOR & CONVENTION BUREAU INC.

Statement of Operations

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Revenue:		
Partnership projects and sales (note 8)	\$ 2,885,530	\$ 2,462,072
City of Saskatoon	510,100	502,200
Membership	104,660	98,362
Amortization of deferred contributions	23,657	31,870
In-kind revenue	11,285	22,030
	3,535,232	3,116,534
Expenses:		
Leisure, travel and convention marketing	3,228,281	2,756,774
Membership services	163,826	129,257
Visitor services	122,622	131,677
In-kind expenses	11,285	22,030
	3,526,014	3,039,738
Excess of revenue over expenses	\$ 9,218	\$ 76,796

See accompanying notes to financial statements.

SASKATOON VISITOR & CONVENTION BUREAU INC.

Statement of Changes in Net Assets

Year ended December 31, 2018, with comparative information for 2017

		Operating surplus	Equity in property and equipment		Total 2018	Total 2017
Balance, beginning of year	\$	426,805	\$	20,223	\$	447,028
Excess (deficiency) of revenue over expenses		29,411		(20,193)		9,218
Purchase of property and equipment		(489)		489		-
Allocation of deferred contributions		489		(489)		-
Balance, end of year	\$	456,216	\$	30	\$	456,246
					\$	447,028

See accompanying notes to financial statements.

SASKATOON VISITOR & CONVENTION BUREAU INC.

Statement of Cash Flows

Year ended December 31, 2018, with comparative information for 2017

	2018	2017
Cash flows from (used in):		
Operating activities:		
Excess (Deficiency) of revenue over expenses	\$ 9,218	\$ 76,796
Items not involving cash:		
Amortization of property and equipment	43,850	54,140
Amortization of deferred contributions	(23,657)	(31,870)
	29,411	99,066
Change in non-cash operating working capital:		
Accounts receivable	68,766	(16,302)
Accounts receivable - Destination Marketing Program	(96,176)	(89,350)
Inventories	1,068	(681)
Prepaid expenses and deposits	28,867	42,847
Accounts payable and accrued liabilities	2,731	(60,302)
Deferred contributions	46,062	(76,216)
	80,729	(100,938)
Investing activities:		
Purchase of property and equipment	(489)	(15,743)
Purchase of investments	(205,256)	(86,007)
Deferred contributions for property and equipment (note 6)	20,084	22,800
Restricted cash and investments	50,114	129,762
	(135,547)	50,812
Decrease in cash	(54,818)	(50,126)
Cash, beginning of year	358,813	408,939
Cash, end of year	\$ 303,995	\$ 358,813

See accompanying notes to financial statements.

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements

Year ended December 31, 2018

General:

Saskatoon Visitor and Convention Bureau Inc. (the "Bureau") is incorporated under the *Non-Profit Corporations Act of Saskatchewan* and operates as Tourism Saskatoon with a mission to realize economic benefits for Saskatoon through tourism. The Bureau is not liable for federal or provincial income taxes under the Income Tax Act (Canada).

1. Economic dependence:

Ongoing operation of the Bureau is dependent on continuing support of the City of Saskatoon and the membership of the Bureau.

2. Significant accounting policies:

(a) Use of estimates:

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenue and expenses during the reporting period. Areas that require significant management estimates include the valuations of accounts receivable and the useful lives of property and equipment. Actual results could differ from these estimates.

(b) Cash:

Cash consists of cash and cash equivalents with an initial term to maturity of three months or less.

Restricted cash and investments consists of cash received from Destination Marketing Program contributions where the cash received is restricted for purposes of the related agreement for expenditure of the funds received. The Bureau may invest cash received from Destination Marketing Program contributions in short-term investments bearing interest.

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

2. Significant accounting policies (continued):

(c) Financial instruments:

Financial assets and liabilities are initially recognized at fair value and their subsequent measurement is dependent on their classification as described below:

- Cash, restricted cash and short-term investments are measured at fair value. Fair value fluctuations in these assets which may include interest earned, interest accrued, gains and losses realized on disposal and unrealized gains and losses are included in revenue.
- Accounts receivable, accounts receivable - Destination Marketing Program and accounts payable and accrued liabilities are recorded at amortized cost.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the straight-line method.

Financial assets are assessed for impairment on an annual basis at the end of the fiscal year if there are indicators of impairment. If there is an indicator of impairment, the Bureau determines if there is a significant adverse change in the expected amount or timing of future cash flows from the financial asset. If there is a significant adverse change in the expected cash flows, the carrying value of the financial asset is reduced to the highest of the present value of the expected cash flows, the amount that could be realized from selling the financial asset or the amount the Bureau expects to realize by exercising its right to any collateral. If events and circumstances reverse in a future period, an impairment loss will be reversed to the extent of the improvement, not exceeding the initial carrying value.

(d) Property and equipment:

Property and equipment are stated at cost. Amortization is provided over the estimated useful lives of the assets using the following methods and annual rates:

Property and equipment	Method	Rate
Furnishings and equipment	Declining balance	20%-30%
E-Commerce	Declining balance	30%
Leasehold improvements	Straight-line	10%

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

2. Significant accounting policies (continued):

(e) Net assets:

The Bureau segregates net assets between operating surplus and equity in property and equipment.

Operating surplus represents amounts available for on-going operation of the Bureau.

Equity in property and equipment represents property and equipment less unamortized capital contributions used to purchase property and equipment.

(f) Inventories:

Inventories of promotional items and various publications for resale are valued at the lower of cost and net realizable value. Cost is determined on a first-in, first-out basis. Net realizable value is the estimated selling price in the ordinary course of business, less the estimated costs necessary to make the sale.

(g) Revenue recognition:

The Bureau recognizes revenue from grants as earned based on the terms of the agreements. Membership revenue is recognized when received. Revenue from fees, contracts and items for resale are recognized when the services are provided or the goods are sold.

The Bureau recognizes revenue and expenses for contributed products and services that would otherwise have been purchased by the Bureau, at the estimated value of such products and services. The current year's membership revenue includes \$5,176 of in-kind memberships (2017 - \$6,541).

Revenue received for externally restricted special projects where the related costs will be incurred in future periods is deferred on the statement of financial position. These revenues will be recorded on the statement of operations in the period when the related costs are incurred.

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

2. Significant accounting policies (continued):

(h) Allocation of general administration expenses:

The Bureau classifies expenses on the statement of operations by function. The Bureau allocates certain costs by identifying the appropriate basis of allocation and applying that basis consistently each year. Administration expenses are allocated based on estimates of staff activities and resource usage.

Administration expenses of \$478,225 (2017 — \$471,615) have been allocated as follows:

	2018		2017	
Leisure, travel and convention marketing	\$	382,579	\$	377,291
Visitor services		47,823		47,162
Membership services		47,823		47,162
	\$	478,225	\$	471,615

3. Property and equipment:

	2018		2017	
	Cost	Accumulated amortization	Net book value	Net book value
Furnishings and equipment	\$ 398,965	\$ 369,061	\$ 29,904	\$ 36,890
E-Commerce	422,855	387,639	35,216	50,309
Leasehold improvements	230,275	230,275	-	21,282
	\$ 1,052,095	\$ 986,975	\$ 65,120	\$ 108,481

4. Accounts payable and accrued liabilities:

Included in accounts payable and accrued liabilities are government remittances payable of \$nil (2017 - \$24,688), which includes amounts payable for GST and PST.

5. Deferred contributions:

The Bureau receives operational and special project funding that has been deferred and will be recognized as revenue on the statement of operations in the year to which the funding relates. All deferred contributions relate to the next fiscal year. Deferred contributions is comprised of funding from the following sources:

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

5. Deferred contributions (continued):

	2018	2017
Destination Marketing Program (note 10)	\$ 736,657	\$ 690,595
	\$ 736,657	\$ 690,595

Restricted cash and investments of \$172,382 (2017 - \$222,496) relates to deferred contributions from Destination Marketing Program (see note 10).

6. Deferred contributions for property and equipment:

Deferred contributions for property and equipment is comprised of the unamortized contributions used to purchase property and equipment and the contributions that have not yet been used to purchase property and equipment. The amortization of these deferred contributions is recorded as revenue in the statement of operations.

	2018	2017
Balance, beginning of year	\$ 231,394	\$ 240,464
Additional contributions received:		
City of Saskatoon	22,800	22,800
Less amounts amortized to revenue	(23,657)	(31,870)
Less amounts allocated to repairs and maintenance	(2,716)	-
	\$ 227,821	\$ 231,394

The balance of unamortized capital contributions and unspent contributions related to property and equipment consists of the following:

	2018	2017
Unamortized capital contributions used		
to purchase assets	\$ 65,090	\$ 88,258
Unspent contributions	162,731	143,136
	\$ 227,821	\$ 231,394

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

7. Commitments:

The Bureau is committed to marketing support bids through the fiscal year 2021 and leases office equipment and office space under long-term operating leases which expire in the fiscal years through 2022 and 2023 respectively.

Future payments are estimated as follows:

	Marketing support bids	Office space	Equipment	Total
2019	\$ 196,550	\$ 95,091	\$ 3,592	\$ 295,233
2020	148,100	98,062	3,592	249,754
2021	20,000	102,631	3,592	126,223
2022	5,000	105,401	272	110,673
2023 and future years	59,250	106,372	-	165,622
	\$ 428,900	\$ 507,557	\$ 11,048	\$ 947,505

Each year the Bureau on behalf of the Saskatoon Hotel Association through the Destination Marketing Program provides funding for marketing support bids. Marketing support bids includes \$89,500 for 2019 and \$117,500 for subsequent years related to the operations of Saskatoon Sports Tourism Inc.

8. Partnership projects and sales:

	2018	2017
Saskatoon Hotel Association	\$ 2,777,260	\$ 2,323,512
Member events, sales missions, advertising and other	105,425	134,960
Sales of specialty items and maps	2,845	3,600
	\$ 2,885,530	\$ 2,462,072

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

9. Financial risks and concentration of credit risk:

(a) Liquidity risk:

Liquidity risk is the risk that the Bureau will be unable to fulfill its obligations on a timely basis or at a reasonable cost. The Bureau manages its liquidity risk by monitoring its operating requirements. The Bureau prepares budgets to ensure it has sufficient funds to fulfill its obligations.

(b) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in financial loss. The Bureau is exposed to credit risk with respect to accounts receivable, short-term investments and restricted cash and investments. The Bureau assesses, on a continuous basis, accounts receivable and provides for any amounts that are not collectible in the allowance for doubtful accounts. Credit risk related to cash, restricted cash and investments and short-term investments is minimized by dealing with financial institutions that have strong credit ratings.

(c) Interest rate risk:

The Bureau is exposed to interest rate risk arising from fluctuation in interest rates on amounts invested in interest bearing accounts and short term investments.

10. Destination Marketing Program Contributions:

The Bureau has signed an agreement with the Saskatoon Hotel Association to provide funding to the Bureau for the Destination Marketing Program to increase total overnight visitation and expenditures in Saskatoon. The agreement is for the period January 1, 2017 to December 31, 2019. Funding available and current expenditures for each of the years ended December 31, 2018 and 2017 are as follows:

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

10. Destination Marketing Program Contributions (continued):

	2018	2017
Funding:		
Destination Marketing Program	\$ 3,604,870	\$ 3,464,106
Expenditures:		
Salaries and benefits	635,338	593,949
Meetings	359,496	321,683
Saskatoon Sports Tourism Inc.	309,549	379,050
Web marketing	289,276	247,109
Joint marketing	189,000	191,000
International market	175,679	122,739
Other market	143,478	123,510
Business plan development	142,240	91,859
Printing	106,190	133,699
Familiarization tours	104,030	84,954
Travel media promotions	81,355	81,588
Publications	80,234	80,605
Traditional advertising	62,300	119,209
Initiatives	39,724	47,453
Memberships	31,866	29,952
Administrative	30,048	31,170
Research	21,949	21,285
Writing services	18,266	25,297
Travel trade Rendez-vous Canada	14,396	2,943
Images	11,812	12,879
Travel media	8,838	8,721
Marketing	6,972	7,000
Local planners	4,640	7,831
Campaign design	1,537	3,965
Saskatchewan Association of Travel Writers	-	4,061
	2,868,213	2,773,511
Deferred contributions	\$ 736,657	\$ 690,595

SASKATOON VISITOR & CONVENTION BUREAU INC.

Notes to Financial Statements (continued)

Year ended December 31, 2018

10. Destination Marketing Program Contributions (continued):

An analysis of deferred contributions is as follows:

Balance, beginning of year	\$	690,595	\$	731,007
Cash received		2,818,099		2,643,749
Accounts receivable, end of year		564,275		468,099
Accounts receivable, beginning of year		(468,099)		(378,749)
Expenditures		(2,868,213)		(2,773,511)
Balance, end of year	\$	736,657	\$	690,595
Restricted cash and investments	\$	172,382	\$	222,496
Restricted cash and investments are comprised of the following:				
Cash	\$	5,717	\$	59,134
Short-term investments		166,665		163,362
	\$	172,382	\$	222,496

Each year the Destination Marketing Program provides funding to Saskatoon Sports Tourism Inc. for activities and marketing support bids related to sporting events.

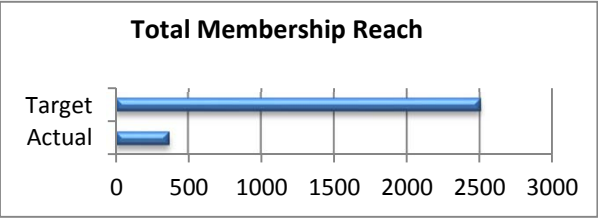
Included in accounts receivable is \$11,174 (2017 - \$34,660) and included in accounts payable is \$nil (2017 - \$49,048) to Saskatoon Sports Tourism Inc.

11. Comparative figures:

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.

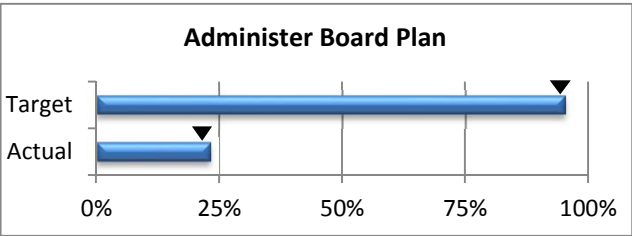
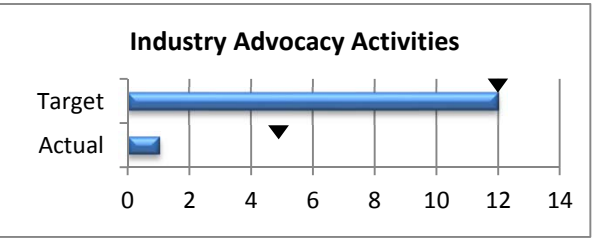
2019 Measures Dashboard - March

Membership Engagement

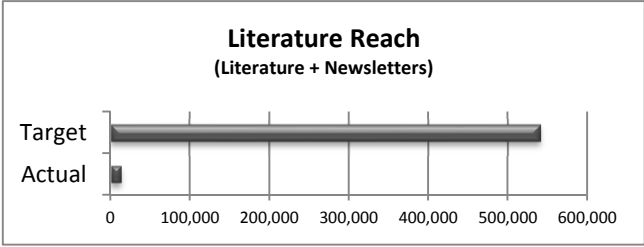
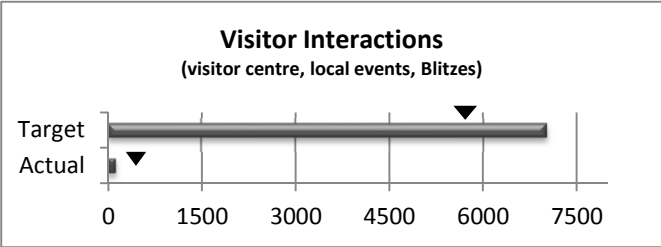


Clean Audit YES NO

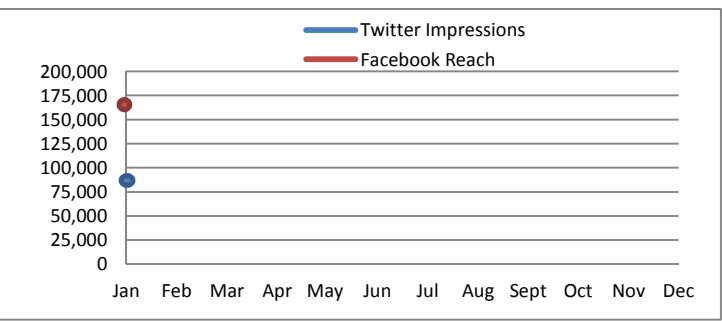
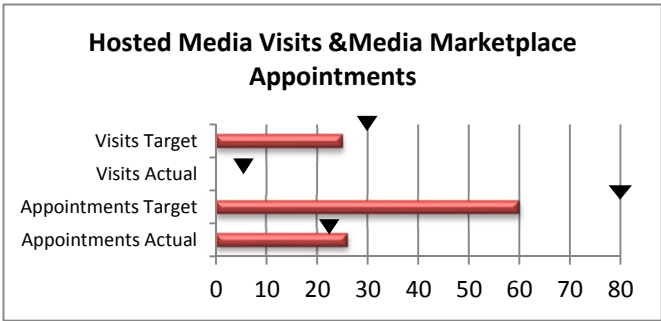
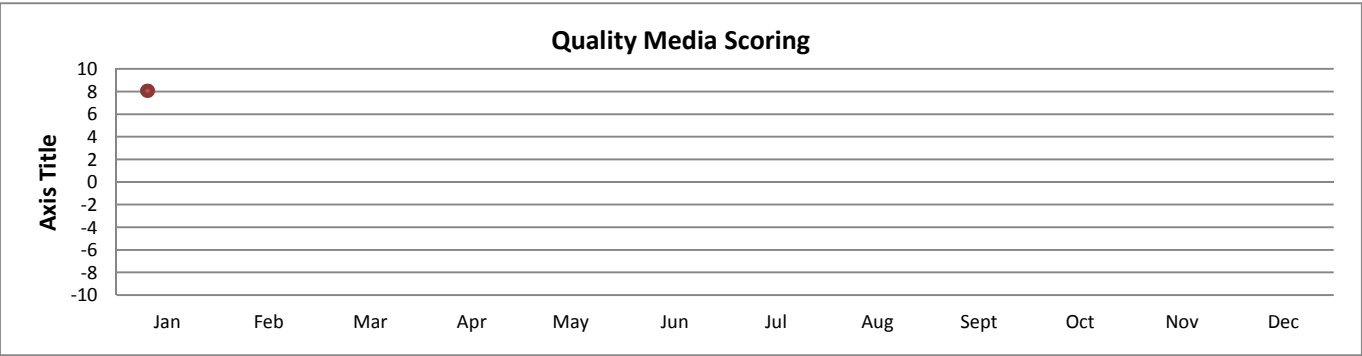
Administration/Destination Innovation



Visitor Engagement

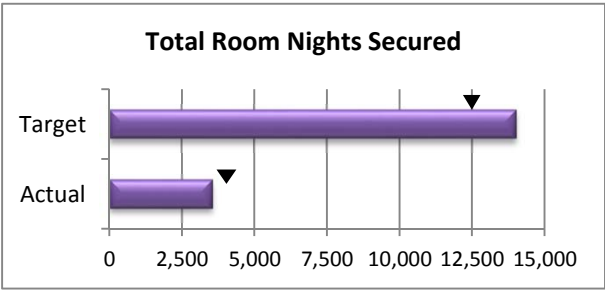
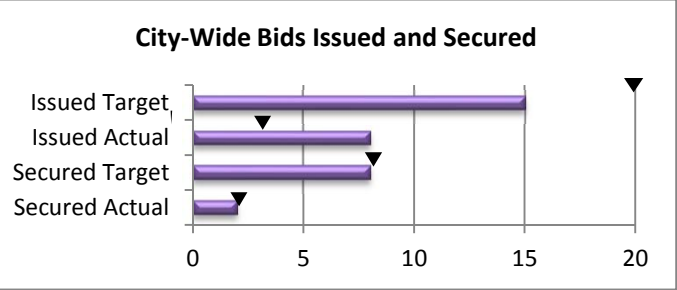


Earned Media

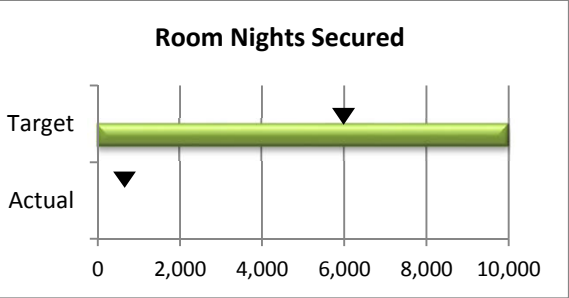


2019 Measures Dashboard - March

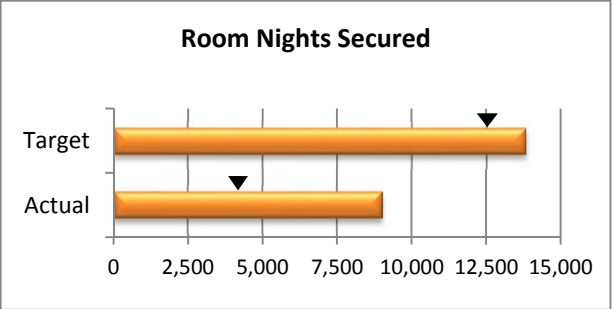
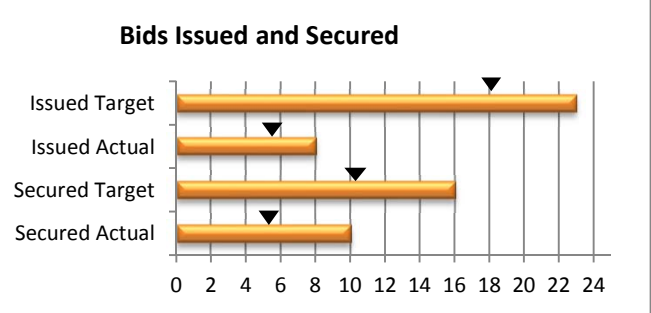
National Conventions and Events



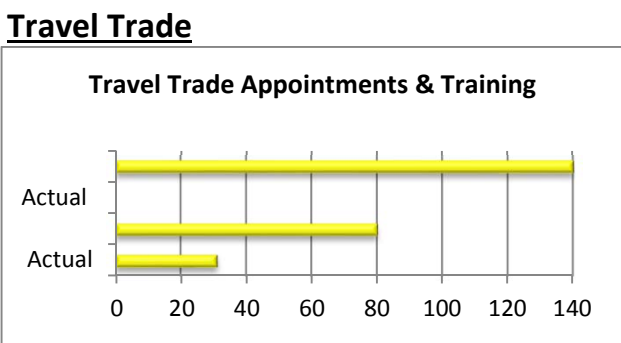
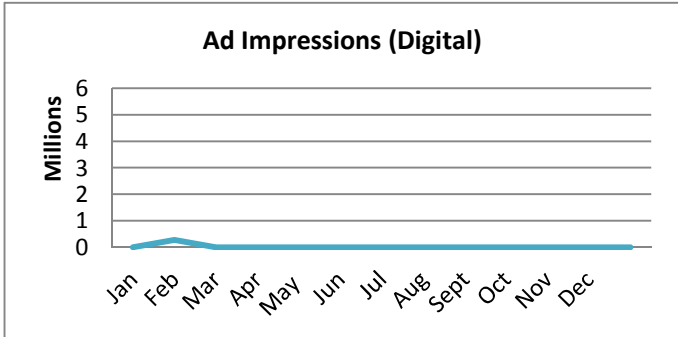
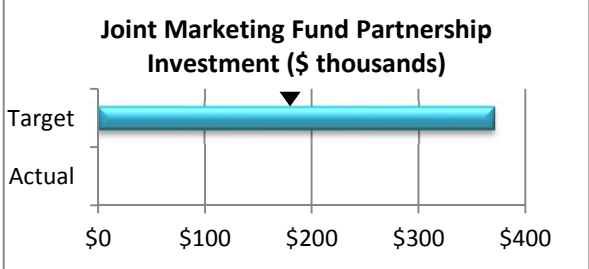
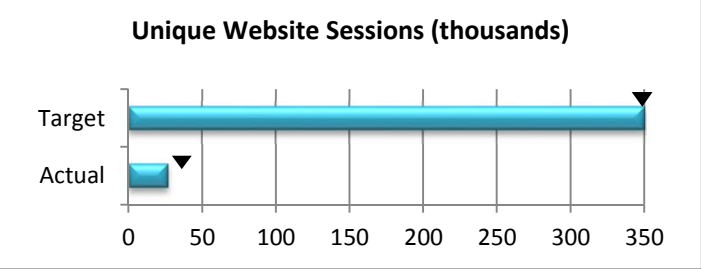
International Conventions and Events



Sport Tourism



Leisure Marketing



Trade Room Nights Generated

Actual

(Benchmark)

TOURISM SASKATOON 2019 OPERATING BUDGET RECAP - COMBINED DEPARTMENTS					March 27, 2019	
	2019 BUDGET	2018 ACTUAL	2018 BUDGET			
REVENUE						
ADMINISTRATION	533,800	533,286	516,600			
MEMBER ENGAGEMENT	129,999	127,984	127,052			
LEISURE MARKETING	52,100	53,739	59,050			
VISITOR ENGAGEMENT	2,000	2,845	4,000			
DMP - Marketing	3,003,090	2,447,783	2,701,609			
DMP - Administration (net of DMF hotel memberships)	48,000	30,048	30,048		2018 TS Actual	2019 Budget
DMP - SST	155,256	269,380	130,588		747,902	Total TS only
						765,899
TOTAL REVENUE	3,924,245	3,465,065	3,568,947			
EXPENSE						
ADMINISTRATION	202,872	186,099	194,975			
MEMBER ENGAGEMENT	20,144	23,104	19,896			
VISITOR ENGAGEMENT	20,610	17,892	22,540			
CORE - Staff Costs	522,273	511,589	499,339		2018 TS Actual	2019 Budget
DMP - Marketing	2,331,262	1,831,361	2,065,758		738,684	Total TS only
DMP - Staff Costs	671,828	616,422	635,851			765,899
DMP - SST	155,256	269,380	130,588			
TOTAL EXPENSES	3,924,245	3,455,847	3,568,947			
PROFIT (LOSS)	-	9,218	-		9,218	0
	<u>Approved Ranges</u>		<u>% of total revenues 2019</u>			
Administration	5 - 10%		5.17%			
Personnel	25 - 35%		30.43%			
Marketing	55 - 70%		63.36%			
M-Ship & Visitor Services	2 - 5%		1.04%			

Leveraging Comparison - Year to year

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Budgeted Revenue	873,375	923,574	1,106,385	1,299,977	966,901	1,909,613	2,174,909	3,062,725	2,989,653	2,645,495	2,539,378
City Fee for Service	271,200	321,200	321,200	325,857	328,898	333,832	341,700	353,400	368,100	368,100	372,009
Leveraging Ratio	2.22:1	1.88:1	2.44:1	2.99:1	1.94:1	4.72:1	5.36:1	7.67:1	7.1:1	6.2:1	5.8:1

	2013	2014	2015	2016	2017	2018	2019 Projected
Budgeted Revenue	3,050,698	3,071,326	3,509,121	3,480,477	3,488,740	3,465,065	3,924,245
City Fee for Service	392,000	405,000	414,600	480,200	502,200	510,100	513,800
Leveraging Ratio	6.8:1	6.6:1	7.5:1	6.3:1	6.0:1	6.8:1	7.6:1

Tourism Saskatoon Investments into events and event marketing 2018:

Joint Marketing Fund	\$189,000
Destination Innovation	\$158,659
Bid Incentives (2018)	\$252,500
Bid Incentives (committed future years)	\$511,650
National	\$529,402
International	\$209,483
Sports	\$269,380
TOTAL	\$2,120,074



STANDING POLICY COMMITTEE ON FINANCE

Corporate Risk Annual Report 2018

Recommendation of the Committee
--

That the information be received.

History

At the April 8, 2019 Standing Policy Committee on Finance meeting, a report of the Chief Financial Officer, Corporate Financial Services dated April 8, 2019 was considered.

Attachment

April 8, 2019 report of the Chief Financial Officer, Corporate Financial Services

Corporate Risk Annual Report 2018

Recommendation

That the report of the Chief Financial Officer dated April 8, 2019, be forwarded to City Council for information.

Topic and Purpose

The purpose of this report is to provide an annual update on activities carried out by the Corporate Risk Office in 2018 and to outline key initiatives for 2019.

Report Highlights

1. The Terms of Reference for the Corporate Risk Committee requires that an annual report providing a summary of risk management activities be presented to the Standing Policy Committee on Finance and City Council.
2. Risk management activities have reduced the severity of each key strategic risk, although the Administration's continued effort will be required to achieve targets.

Strategic Goal

The City of Saskatoon's (City) Risk Based Management Program supports the Strategic Goal of Asset and Financial Sustainability by ensuring risk is managed appropriately through the adoption of a systematic, practical and ongoing process for understanding and mitigating risk.

Background

A key component of the Risk Based Management (RBM) Program was the establishment of a Corporate Risk Committee (CRC). The CRC was established in early 2015 with the mandate "...to promote a proactive risk management practice and culture within the City of Saskatoon so as to assist with the achievement of corporate goals through the timely identification and effective treatment of corporate risk."

The CRC is comprised of the Senior Administration (City Manager; General Managers of Community Services, Transportation and Construction, and Utilities and Environment; Chief Financial Officer; Chief Strategy and Transformation Officer; Chief Human Resources Officer; Chief Public Policy and Government Relations Officer; City Solicitor; Fire Chief; Police Chief) and the Corporate Risk Manager.

The Terms of Reference for the CRC requires that an annual report providing a summary of risk management activities be presented to the Standing Policy Committee on Finance and City Council.

Report

Annual Report

The *2018 Corporate Risk Annual Report* (Attachment 1) provides a summary of the following:

- RBM Program, including its principles, framework and process;
- Corporate Risk Office's accomplishments in 2018 as they relate to the RBM Program's two main objectives;
- Key mitigation activities being undertaken to manage each of the City's strategic risks that were identified through the strategic risk assessment; and
- Corporate Risk Office's objectives for 2019.

Reductions in Risk Severity

As a result of current risk management activities, the Administration has successfully reduced the risk severity for each of the City's key strategic risks. Of the 23 risks identified in the strategic risk assessment, the Administration's efforts have reduced the severity of 14 risks from high (i.e. high likelihood, high impact) to medium (i.e. medium likelihood, medium impact). The most significant reductions have been achieved in the following risk areas:

- Future growth of the city and region could be restricted by, or in conflict with, growth in surrounding areas;
- Infrastructure investments may not correspond to growth trends and forecasts for the local or regional economy;
- Total costs of asset ownership may not be considered when making investment decisions;
- Investments in fleet infrastructure may not be adequate to maintain an acceptable condition and level of service; and
- Existing strategies may not be attracting, hiring, managing, developing and retaining top talent to support existing and future operations.

In addition, current risk management activities have reduced risk severity for the following four risk areas to the point that they are currently residing within their target zone:

- Investments in transportation infrastructure may not be adequate to maintain an acceptable condition and level of service;
- Engagement and communications initiatives and opportunities may not be effectively reaching citizens;
- Investments in parks infrastructure may not be adequate to maintain an acceptable condition and level of service; and

- Community education and awareness initiatives regarding carbon footprint may not be affecting change in people's attitudes and behaviors.

Even with this progress, the Administration will continue to work on enhancing their understanding of corporate risks, expanding the risk assessment process throughout the corporation, and implementing additional risk management strategies to further reduce risk severity.

Communication Plan

The *2018 Corporate Risk Annual Report* will ensure that internal and external stakeholders, along with the public, are provided the most accurate and appropriate information regarding the City's ongoing commitment to an RBM Program for the corporation.

Hard copies of the report will be distributed to key stakeholders and a digital version will also be made available on the Corporate Risk webpage on saskatoon.ca.

Due Date for Follow-up and/or Project Completion

There is no due date for follow-up and/or project completion.

Public Notice

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

Attachment

1. Corporate Risk 2018 Annual Report

Report Approval


Written by: Nicole Garman, Corporate Risk Manager
Reviewed by: Kerry Tarasoff, Chief Financial Officer
Approved by: Jeff Jorgenson, City Manager

Corporate Risk Annual Report 2018.docx



CORPORATE RISK

2018 ANNUAL REPORT



The City of Saskatoon, like all municipal governments, faces many types of risk, including strategic, operational, financial and compliance risks. If not effectively managed, risk can impede the successful delivery of civic services, and the achievement of our goals and objectives.

We are committed to continuous improvement and embedding risk management into our corporate culture. Intelligent risk management and monitoring the City's risk performance is critical to preserving and protecting our reputation and resources.

CONTENTS

Executive Summary	1	3 Accomplishments in 2018	7
1 Introduction	2	4 Strategic Risks – At A Glance	8
2 Risk Based Management Program ...	3	5 Objectives for 2019	18
2.1 Principles	4	Corporate Risk Infographic	20
2.2 Framework	5		
2.3 Process	6		

EXECUTIVE SUMMARY

The City of Saskatoon's Risk Based Management (RBM) Program was established in August 2014 in order to provide "a systematic, proactive and ongoing process to understand and manage risk, and to communicate risk information throughout the City, which contributes positively to the achievement of corporate objectives." Since that time, many foundational initiatives have been undertaken to improve understanding and embed risk management into the organization's culture.

Through the Corporate Risk Committee, the Administration has dedicated significant effort to fully understanding and analyzing each strategic risk, assessing how likely each risk is to occur, determining what the impact would be if it did occur, identifying what is currently being done to manage the risk and determining what more is required to reduce the risk to an acceptable level.

This understanding and analysis has allowed the City to make progress in managing its key strategic risks. Of the 23 risks identified in the strategic risk assessment, current risk management activities have decreased the severity of 14 risks from high (i.e. high likelihood, high impact) to medium (i.e. medium likelihood, medium impact), with 4 risks residing within their target zone.



Even with this progress, additional work remains to be done. Over the coming year, the Administration will continue to focus on identifying and understanding its risks more fully, and pursuing implementation of those planned mitigation strategies that will move the organization closer to achieving its targets.

1 INTRODUCTION

The City of Saskatoon provides the infrastructure and delivers key programs and services necessary to improve Saskatoon's high quality of life. Many of these are essential services that citizens rely on every day, including:

- roads, bridges, pathways and public transit to move people;
- police, bylaw and fire services to keep citizens safe;
- parks, waste management and drainage systems to keep neighbourhoods clean and healthy; and
- leisure activities and programs that make Saskatoon a great place to live, work and visit.

This diversity of activity creates an equally diverse and complex range of risks as well as a wealth of opportunities for the City. Understanding and managing the risks associated with these activities and making the most of new opportunities is challenging and critical to preserving and protecting the City's reputation and resources.

The City recognizes that risk management is an integral part of a good governance structure and best management practice. Effectively managing risk helps support continuous improvement in the way the City is managed, as well as continued growth in public confidence in the City's performance.

Through Council Policy No. C02-040, Corporate Governance – Risk Based Management (the Policy), the City has adopted the risk management methodology as set out in the International Standard ISO 31000 Risk management – Guidelines (ISO 31000). The Policy affirms the City's strategic commitment to building a risk management culture in which risks are identified and managed effectively.

Established in August 2014, the objectives of the City's Risk Based Management (RBM) Program are to "...embed into corporate operations and reporting a systematic, proactive and ongoing process to understand and manage risk and uncertainty, and to communicate risk information throughout the City..."

As described in this report, progress continues to be made in achieving the objectives of the RBM Program, with further advances planned for 2019 and beyond.

RBM Program Vision

We know what our risks are and we are accountable to actively manage them

2 RISK BASED MANAGEMENT PROGRAM

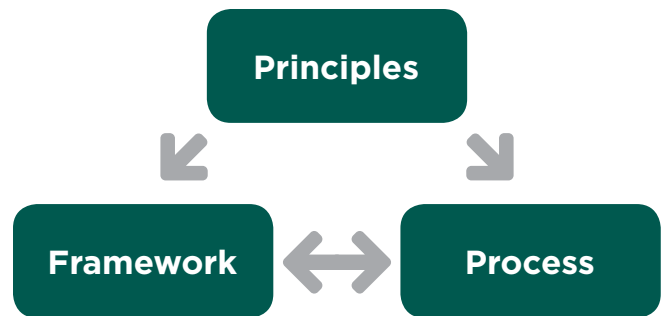
The City faces a variety of challenging natural, political, financial, environmental and cultural influences that make its operating environment uncertain. These influences may impact the extent to which corporate objectives can be met.

The effect such uncertainty has on the City's objectives is known as "risk."

The City has adopted the risk management methodology as set out in ISO 31000. As shown in Figure 2.1, the ISO 31000 risk management methodology has the following three components:

- a set of **principles** to provide guidance on the characteristics of effective and efficient risk management, communicating its value and explaining its intention and purpose;
- a **framework** to assist the organization in integrating risk management into significant activities and functions; and
- a **process** that is integrated into the structure, operations and processes of the organization at the strategic, operational, program or project level.

FIGURE 2.1: COMPONENTS OF ISO 31000 RISK MANAGEMENT METHODOLOGY



Risk

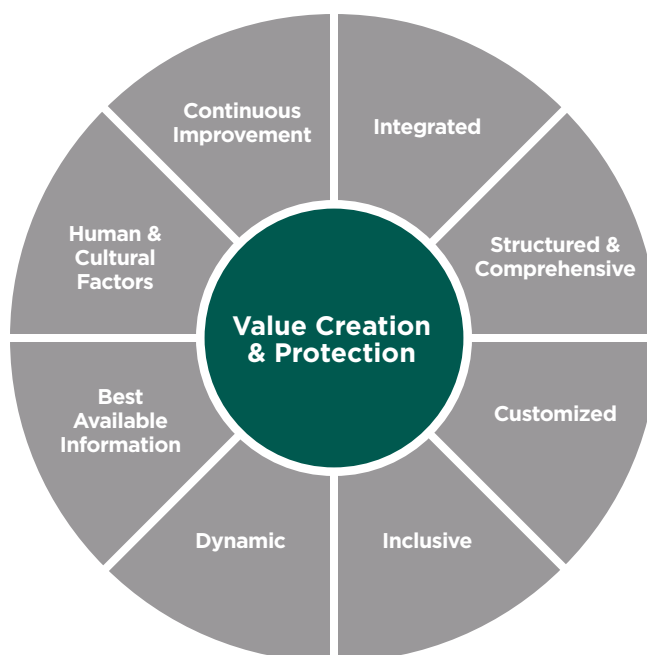
The chance of something happening that will have an effect on our ability to achieve our objectives

2.1 PRINCIPLES

The City's RBM Program will:

- Be **integrated** into activities and processes, including strategic and business planning, project management and change management.
- Be **structured and comprehensive** to facilitate repeatable, consistent, comparable and reliable outcomes.
- Be **customized** and proportionate to the City and consider its objectives, capabilities, the environment in which it operates and the risks faced.
- Be transparent and **inclusive** about how risk is identified and assessed, how decisions are reached and how risks are treated. The Administration and City Council (through the Standing Policy Committee on Finance) will be regularly consulted to ensure their knowledge, views and perceptions are considered.
- Be **dynamic** as the internal and external environments in which the City operates change. These environments need to be monitored to determine which risks are still relevant and to identify any new and emerging risks. The City's risk management framework and processes need to be able to anticipate, detect, acknowledge and respond to changes.
- Be based on **best available information** with inputs to the risk management process drawing on current and historical data, experience, feedback, observation, forecasts or expert judgment. Information should be timely, clear and readily available.
- Consider **human and cultural factors** by recognizing the perceptions and intentions of internal and external stakeholders, including staff members' capabilities and attitudes towards risk management.
- Facilitate the City's **continuous improvement** and enhancement through learning, experience and regular reviews of, and improvements to, the risk management framework and processes.

ISO 31000 PRINCIPLES OF RISK MANAGEMENT



2.2 FRAMEWORK

The success of the City's RBM Program will depend on the framework that provides the foundation for embedding it throughout the organization at all levels.

FIGURE 2.2:
ISO 31000 FRAMEWORK
FOR MANAGING RISK

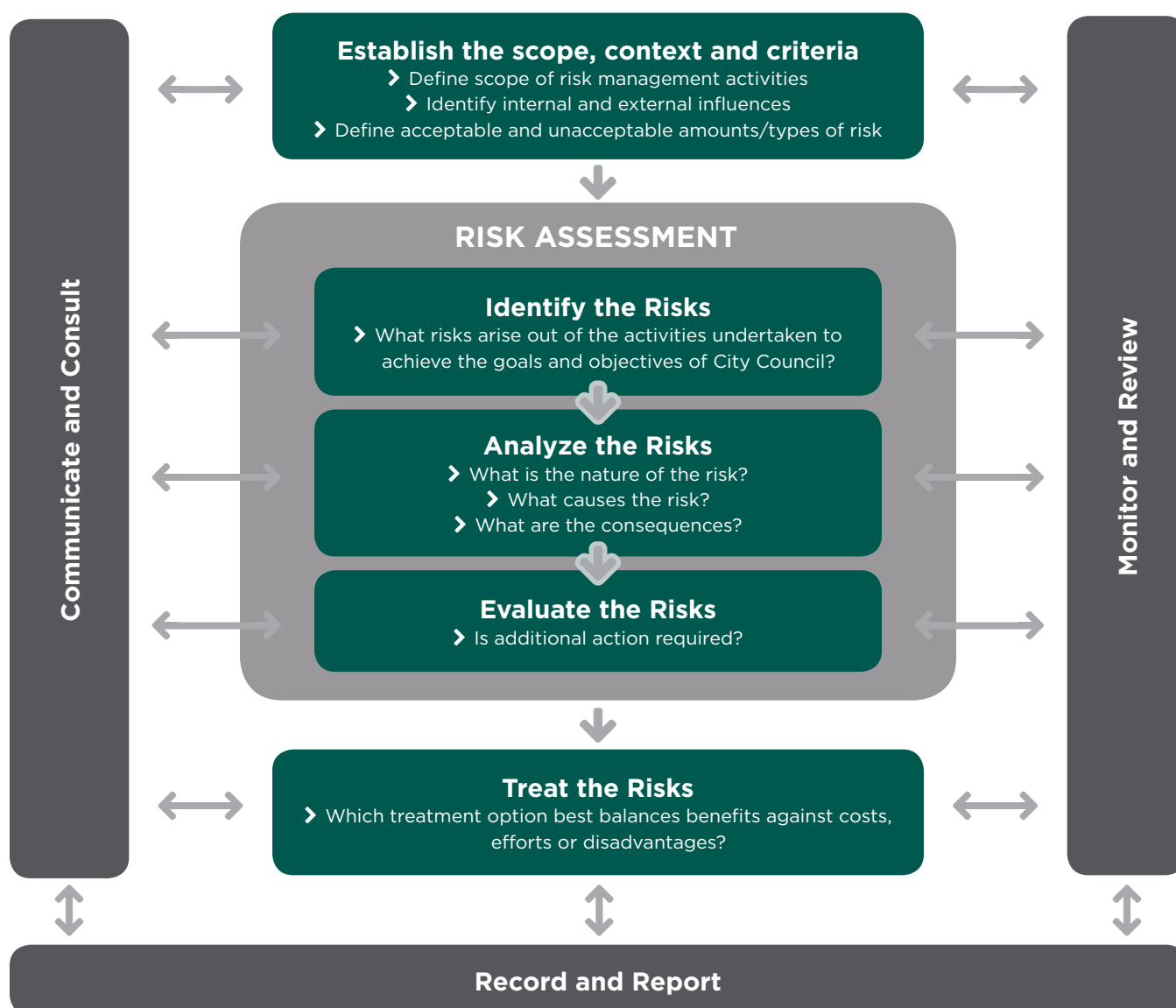


2.3 PROCESS

The City's RBM process can be summarized as follows:

The City manages risk by *identifying* it, *analyzing* it and then *evaluating* whether the risk should be modified by risk *treatment* in order to satisfy its risk criteria. Throughout this process, the City will *communicate and consult* with stakeholders and *monitor and review* the risk and the controls that are modifying the risk in order to ensure that no further risk treatment is required. We *record and report* the outcomes of the risk management process in order to educate, support decision making, improve organization-wide risk management activities and assist others in meeting their responsibilities and accountabilities for risk management.

FIGURE 2.3: ISO 31000
RISK MANAGEMENT PROCESS



3 ACCOMPLISHMENTS IN 2018

The Corporate Risk Office continues to focus on maintaining the foundational elements of the RBM Program and engaging in corporate outreach activities. Throughout 2018 the Corporate Risk Office was also responsible for the Corporate Security function; in January 2019, the corporate reorganization resulted in the transfer of the function to the Facilities Management Division.

Embed into Corporate operations and reporting a systematic, proactive and ongoing process to understand and manage risk and uncertainty

- **Risk registers** for all strategic risks were updated to reflect 2018 accomplishments as well as the planned mitigation strategies for 2019 and beyond.
- The **Internal Audit Plan** was updated based on the priorities identified in the Strategic Risk Assessment and input from the Standing Policy Committee on Finance.
- A **corporate risk appetite** was approved by City Council that outlines the amount and type of risk the City is willing to accept in order to achieve its objectives.
- A **Corporate Security Strategy** was developed and a new Corporate Security Manager hired to support implementation of organization-wide security initiatives.
- A new **visitor screening process** was implemented for all public meetings held in Council Chambers in order to improve safety for citizens, elected officials and staff.
- Several **risk reviews** of procurement instruments, program enhancements and corporate policies were performed, at the request of civic management and staff.
- A workshop on **project risk management** was co-hosted at the Project Management Community of Practice Fall Learning Event.
- Completed two **operational risk assessments** that were carried over from 2017 with the Water & Waste Stream Division (Landfill Asbestos) and the General Superannuation Pension Plan.
- Participated in a Business and Operational Continuity Planning **tabletop exercise** with the former Roadways and Operations Division.
- In cooperation with Emergency Management Division and Occupational Health, Safety and Wellness Section, developed a corporate **Emergency Preparedness Plan** template for organization-wide roll out in 2019.

Communicate risk information throughout the City

- The **corporate report template** has been amended to include reference to the corporate risk appetite and advise the Administration to consider risk in their analysis.
- The corporate **risk rating tool** has been updated to reflect the City's operations.



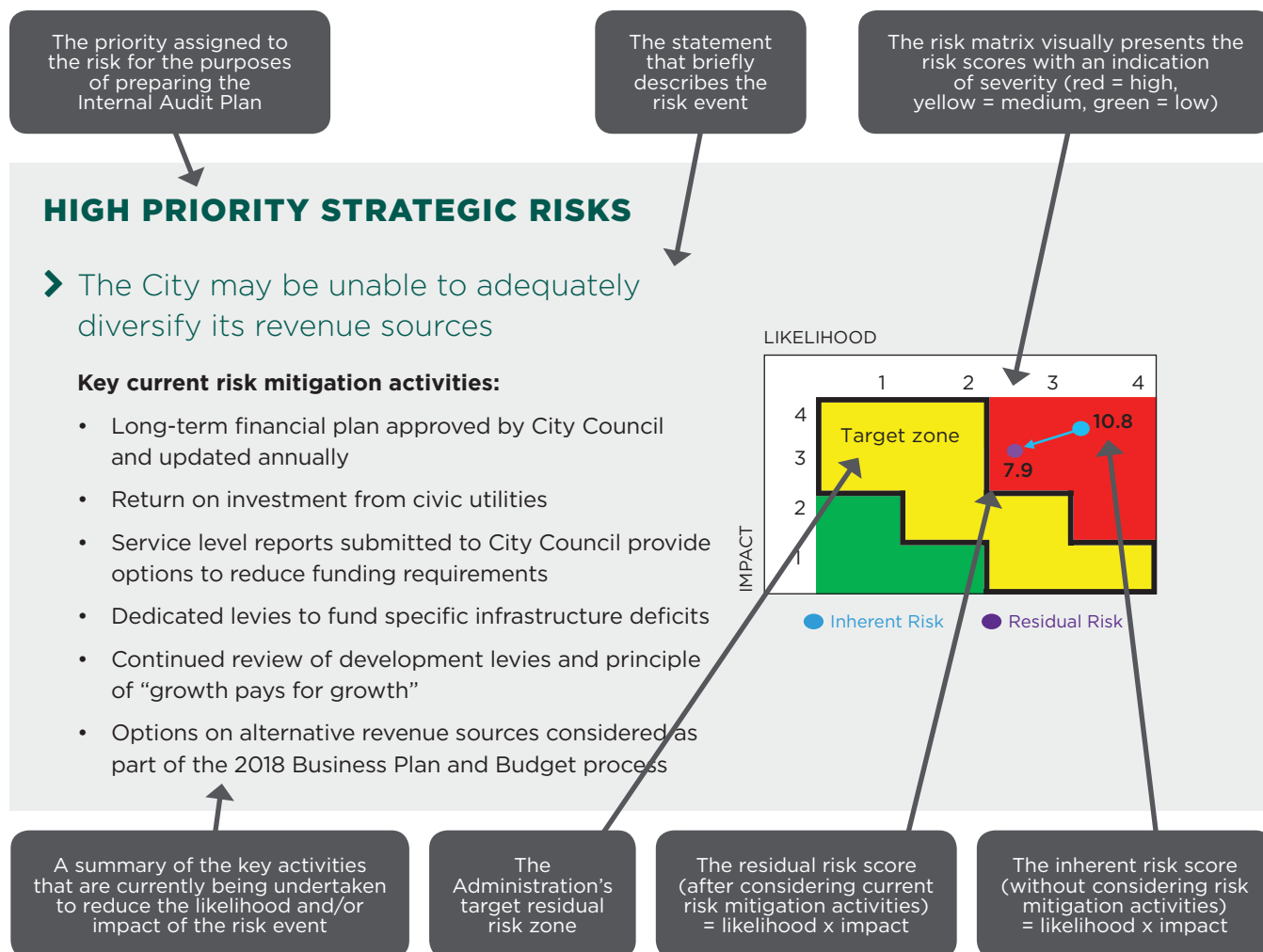
4 STRATEGIC RISKS – AT A GLANCE

The Strategic Risk Assessment that was conducted in 2015 resulted in the identification of several strategic risks. These strategic risks were prioritized by City Council in order to guide the Internal Audit Plan, and were scored by the Corporate Risk Committee in terms of:

- **Likelihood:** the probability of the risk event occurring, measured on a scale of 1 (rare) to 4 (very likely); and
- **Impact:** the effect if the risk event does occur, measured on a scale of 1 (negligible) to 4 (critical).

The risks were scored on both an inherent basis (without considering the effect of controls) and residual basis (after taking into account current risk mitigation activities). As outlined in Figure 4.1 below, the decrease from the inherent risk score (e.g. 10.8) to the residual risk score (e.g. 7.9) is the impact that can be attributed to current risk mitigation activities.

FIGURE 4.1: GUIDE TO UNDERSTANDING THE STRATEGIC RISK SUMMARY



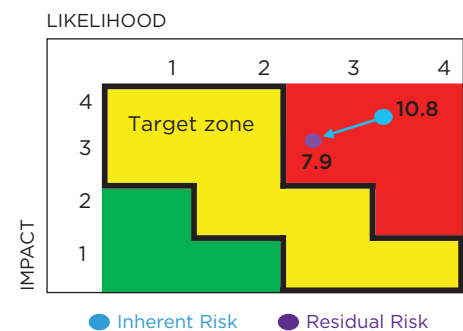
Many activities are currently being undertaken to reduce the likelihood and/or impact of the City's strategic risks. The following tables are current snapshots of the risk levels with mitigation activities (residual) compared to the risk levels if these activities were not initiated (inherent).

HIGH PRIORITY STRATEGIC RISKS

➤ The City may be unable to adequately diversify its revenue sources

Key current risk mitigation activities:

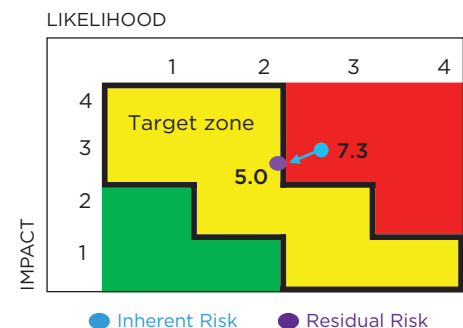
- Long-term financial plan approved by City Council and updated annually
- Return on investment from civic utilities
- Service level reports submitted to City Council provide options to reduce funding requirements
- Dedicated levies to fund specific infrastructure deficits
- Continued review of development levies and principle of "growth pays for growth"
- Options on alternative revenue sources considered as part of the 2018 Business Plan and Budget process



➤ The City may not be investing enough money in its transportation infrastructure to maintain an acceptable condition and level of service

Key current risk mitigation activities:

- Ongoing monitoring and reporting of infrastructure condition by type and class
- Asset management plans prepared
- Increased funding levels
- Financial management strategies developed
- Winter maintenance, summer maintenance and street cleaning/sweeping levels of service approved by City Council and monitored on an ongoing basis
- Improvements in workflow management process and resource optimization model
- Program design changes and proactive maintenance approach implemented to improve performance

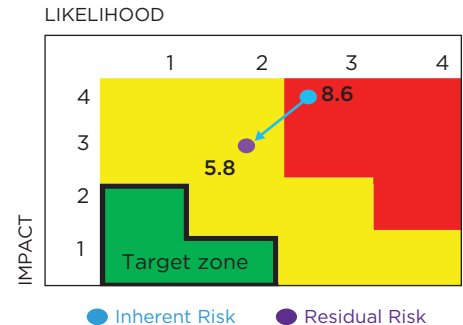


HIGH PRIORITY STRATEGIC RISKS

- The City may not be prepared to quickly and effectively resume operations in the event of serious incident, accident, disaster or emergency

Key current risk mitigation activities:

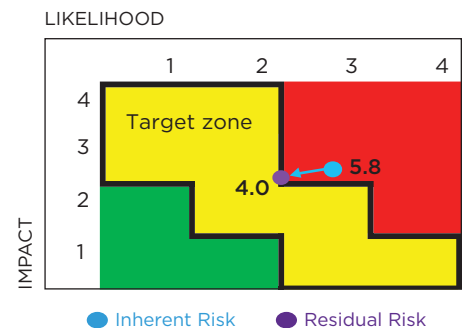
- Emergency Operations Center established and Mobile Command Unit operational
- Mass notification system implemented and periodically tested
- Corporate Security Strategy developed and dedicated resources assigned to implement
- Internal audit of business continuity planning completed and recommendations being implemented
- Emergency Management Planning Committee re-established
- Corporate training opportunities in Incident Command, Mobile Command and Business Continuity Management expanded



- The City's engagement and communications initiatives and opportunities may not be effectively reaching its citizens

Key current risk mitigation activities:

- Implemented internet publishing and electronic agenda systems
- Regularly utilize Citizen Advisory Panel
- Launched "Engage! Saskatoon" for easier citizen access to engagement information and opportunities
- Established Community Engagement section and hired section manager and consultants to support large corporate initiatives
- Formalized processes for internal and external engagement to ensure consistency and effectiveness
- Indigenous Technical Advisory Group developed for launch in 2019

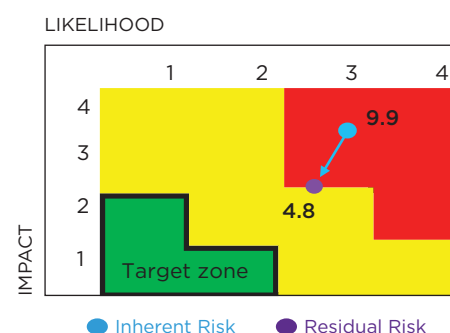


MEDIUM PRIORITY STRATEGIC RISKS

- The City may not be considering the total costs of asset ownership when making investment decisions

Key current risk mitigation activities:

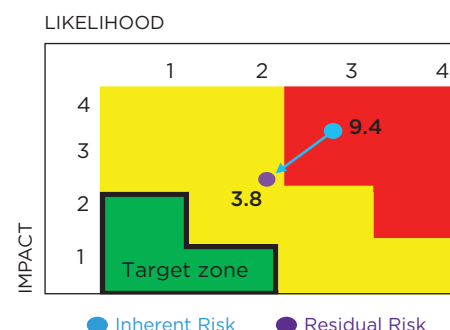
- Asset management plans have been developed in several key asset categories
- Additional funding has been approved for certain asset categories based on the asset management plans
- Corporate Asset Management Policy, Strategy and Governance Framework and training program are being developed
- Life cycle costing methodology is being applied to all public-private partnership (P3) projects
- Internal audit complete; recommendations are being implemented



- The City's infrastructure investments may not correspond to growth trends and forecasts for the local or regional economy

Key current risk mitigation activities:

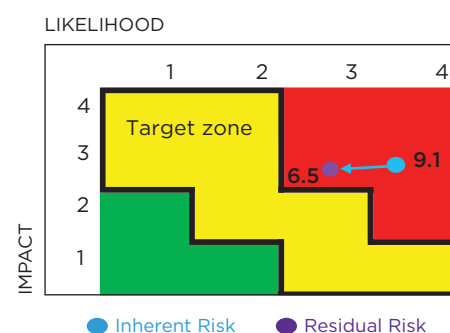
- Growth Plan to Half a Million approved by City Council; major infrastructure investments are being aligned with the Growth Plan's directions and strategies
- Frequent and ongoing monitoring of market conditions, economic indicators and financial resources
- Long-term infrastructure plans developed and funding commitments secured
- Regional plans, concept plans and community plans developed



- The City may not be investing enough money in its public transit infrastructure to maintain an acceptable level of service

Key current risk mitigation activities:

- Fleet renewal strategy and asset management plan investments have brought average fleet age in line with industry average
- Infrastructure funding secured
- Final Bus Rapid Transit routing pending City Council direction
- High-frequency transit routes implemented along several corridors

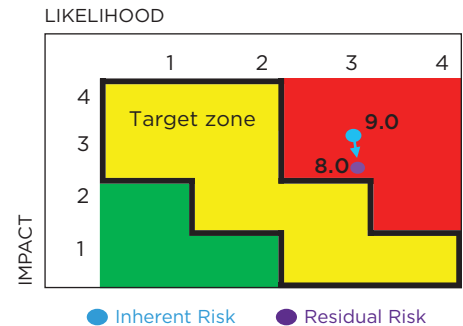


MEDIUM PRIORITY STRATEGIC RISKS

- The City's waste and recycling services may not be meeting customer service delivery and environmental stewardship expectations

Key current risk mitigation activities:

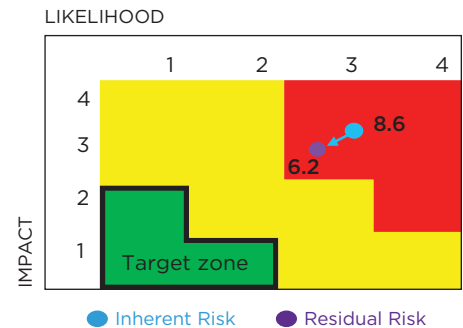
- Convenient and easy-to-use waste diversion programs have been launched, more being developed
- Implemented waste collection route optimization software
- Comprehensive community-wide waste study completed
- Ongoing education and awareness campaigns to reduce contamination and increase diversion
- New sustainable business model being developed



- The City may be using outdated or unsupported software and/or hardware that may fail

Key current risk mitigation activities:

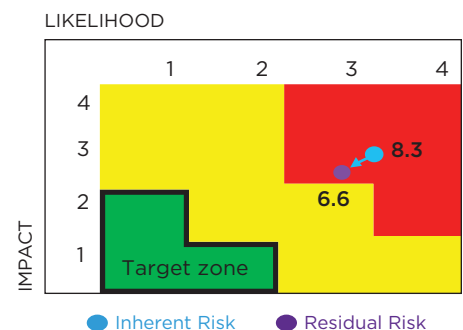
- Current state assessment and three year strategic roadmap completed
- Contingency plans (manual processes, work arounds) have been established at the business unit level
- Secondary data center has been established for essential applications and services
- Enterprise Resource Planning/Enterprise Asset Management system being procured to provide integrated platform for all core business functions



- The City's information technology strategy may not be properly aligned with the organization's goals and objectives

Key current risk mitigation activities:

- New vision, mandate and organizational structure for IT Division
- Provided training for IT staff in business analysis, project management, etc.
- Introduced new Service Desk tool
- Concerted efforts to ensure IT is aligned with business units, needs and outcomes

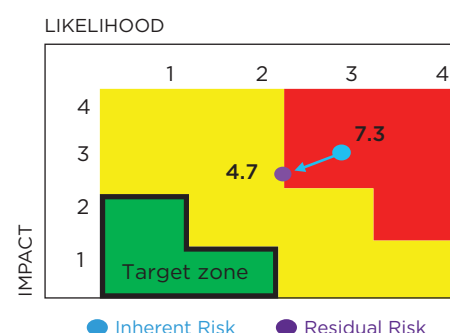


MEDIUM PRIORITY STRATEGIC RISKS

➤ The City may not be prepared for the effects of climate change

Key current risk mitigation activities:

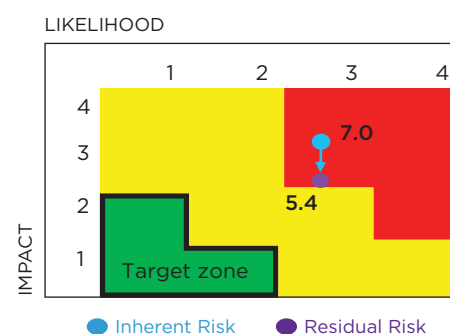
- Environmental Implications section in corporate report templates
- Revised roadway design standards consider severe/prolonged weather events
- Stormwater superpipe capacity improvements
- Developed predictive model with University of Saskatchewan regarding rainfall to identify infrastructure constraints
- Consideration of climate change incorporated into asset management plans, policy and strategy



➤ The City's decision making processes may be hampered by information systems and data sets (financial and operational) that are not integrated

Key current risk mitigation activities:

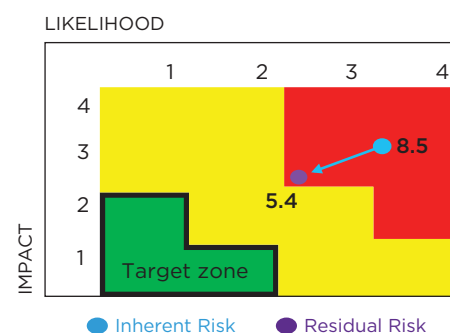
- Request for Proposals issued for core corporate financial system (Enterprise Resource Planning) to provide integrated platform for all core business functions
- Developing enterprise strategies and programs to encompass asset management, data management and business intelligence
- Developed IT Strategic Business Plan



➤ The City's existing strategies may not be attracting, hiring, managing, developing and retaining top talent to support existing and future operations

Key current risk mitigation activities:

- Business Intelligence was implemented in Human Resources to enable diversity analytics; data capabilities regarding absenteeism, safety and overtime are in development
- Learning Management System implemented
- Mandatory supervisor training program implemented
- Transformational HR strategy has been developed and implementation has begun

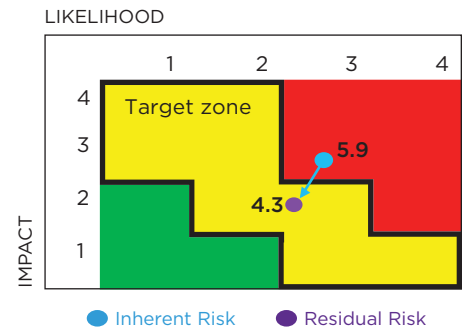


MEDIUM PRIORITY STRATEGIC RISKS

- The City may not be investing enough money in its parks infrastructure to maintain an acceptable condition and level of service

Key current risk mitigation activities:

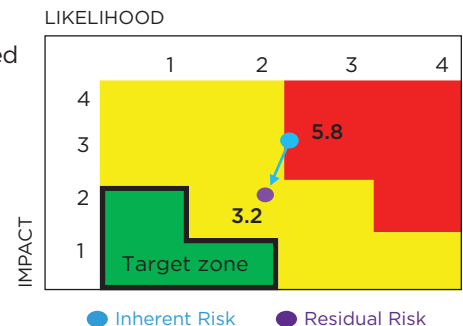
- Completed Recreation & Parks Facilities Game Plan
- Increased funding from existing sources
- Asset management plan prepared for key parks assets
- Service level report approved by City Council
- Internal audit completed
- Satellite maintenance facilities established



- The City may not be adequately protecting information created by or entrusted to it

Key current risk mitigation activities:

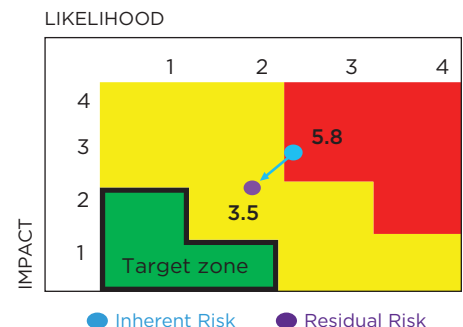
- Information management and governance policies have been developed
- An access and privacy framework and associated policies have been developed
- Administrative processes/procedures are in place governing user access privileges and information handling
- Privacy Impact Assessment process in place and periodically reviewed
- IT security threat analyses and assessments have been completed and improvements are being pursued
- Internal audit being conducted



- The City may not be consistently considering risk management when evaluating and pursuing strategic initiatives

Key current risk mitigation activities:

- Continued implementation of risk management program
- Strategic risk registers prepared and updated annually
- Consideration of risks in 2019 strategic business planning process
- Corporate Risk Appetite approved by City Council
- Risk management and risk appetite incorporated into corporate report template

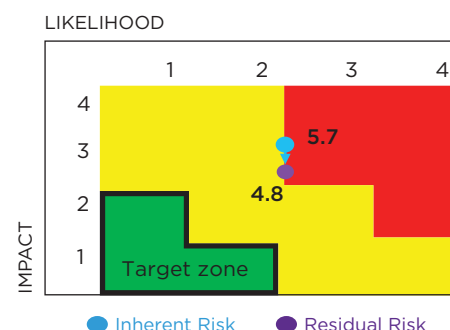


MEDIUM PRIORITY STRATEGIC RISKS

- The City may not be aligning its financial resources in a way that supports its priorities, strategic goals and core services

Key current risk mitigation activities:

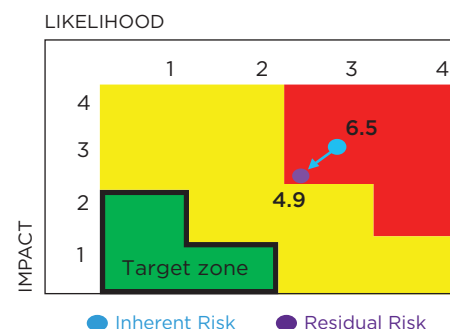
- Strategic Plan updated and City Council priorities identified
- Multi-year business plan and budget project underway
- Business Plan Options process links civic initiatives to Council priorities
- Revamped citizen engagement approach based on multi-year business plan and budget



- The City may not be investing enough money in its facilities to maintain an acceptable condition and level of service

Key current risk mitigation activities:

- Cyclical building condition assessments conducted
- Customer service agreements prepared and regular customer service meetings conducted
- Annual review of Civic Building Comprehensive Maintenance (CBCM) Reserve
- Asset management plan being developed
- Utilizing maintenance and operational data to improve analytics and planning

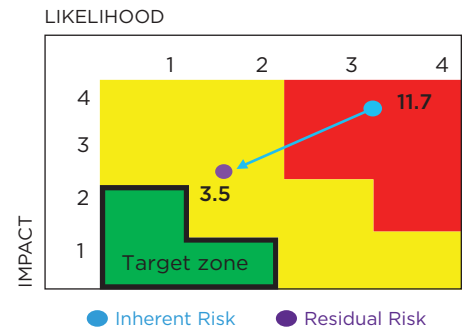


LOW PRIORITY STRATEGIC RISKS

- The future growth of the City and region could be restricted by, or in conflict with, growth in surrounding areas

Key current risk mitigation activities:

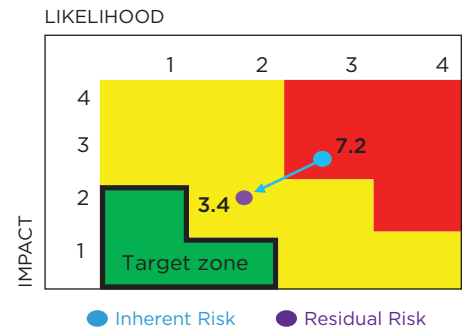
- Member of the Saskatoon North Partnership for Growth (P4G)
- Governance and administrative structures developed for regional plan implementation
- Ongoing participation in Corman Park – Saskatoon Planning District



- The City may not be investing enough money in its fleet infrastructure to maintain an acceptable condition and level of service

Key current risk mitigation activities:

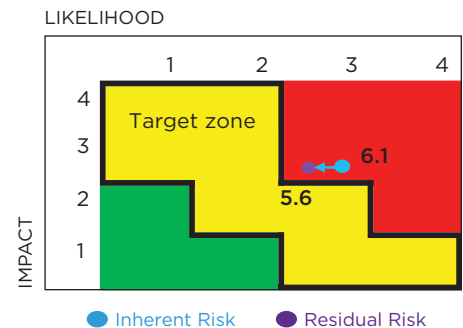
- Completed Civic Service Review and implementing recommended improvements
- Review of business model underway
- Asset management plan prepared
- Comprehensive reserve sufficiency analysis undertaken
- Customer service agreements developed with significant customer groups



- The City may fail to identify and pursue corporate CO₂ reduction initiatives

Key current risk mitigation activities:

- Corporate greenhouse gas emission reduction target adopted
- Annual Corporate Environmental Performance report
- Environmental Implications section in corporate report template
- Several initiatives undertaken to date (e.g., LED fixtures for street/park lighting, solar power demonstration project, single-stream recycling at civic facilities, waste collection route optimization, water management practices, landfill gas power generation facility, etc.)
- Internal audit completed and recommendations being implemented

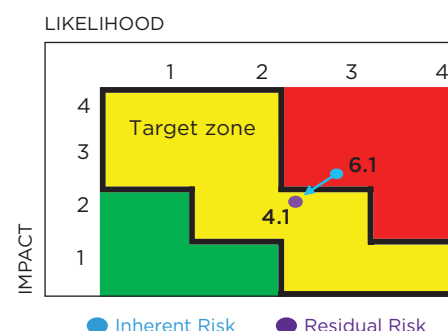


LOW PRIORITY STRATEGIC RISKS

- The City's community education and awareness initiatives regarding carbon footprint may not be affecting change in people's attitudes and behaviors

Key current risk mitigation activities:

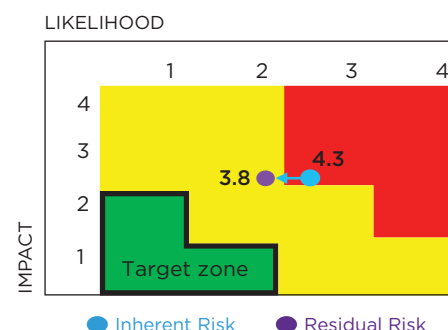
- Signed the Global Covenant on Energy and Climate
- Developed community greenhouse gas emission inventory; reduction target has been approved
- Waste diversion target adopted by City Council
- Conservation, recycling and waste diversion education programs are provided to citizens
- New waste diversion programs are being developed (e.g. Recovery Park, city-wide organics)



- The City's purchases may not be in accordance with approved policy

Key current risk mitigation activities:

- New procurement policy and procedures approved and implemented
- Procurement training and awareness sessions have been provided to staff



5 OBJECTIVES FOR 2019

Building on the successes achieved to date, 2019 will see additional categories of risk being subject to risk assessment as knowledge and capacity continues to be developed within the organization.

Embed into Corporate operations and reporting a systematic, proactive and ongoing process to understand and manage risk and uncertainty

- **Operational, financial and compliance risk assessments** will be conducted throughout the organization.
- **Risk registers** will be prepared for the most significant operational, financial and compliance risks that are identified through the risk assessment process.
- A meaningful combination of **qualitative and/or quantitative metrics** will be developed to measure and monitor actual performance in relation to the corporate risk appetite.
- The **Risk Based Management Policy** will be reviewed and updated as required to ensure consistency with the revised ISO 31000 standard.
- The **Terms of Reference** of the Corporate Risk Committee will be reviewed and updated as required.

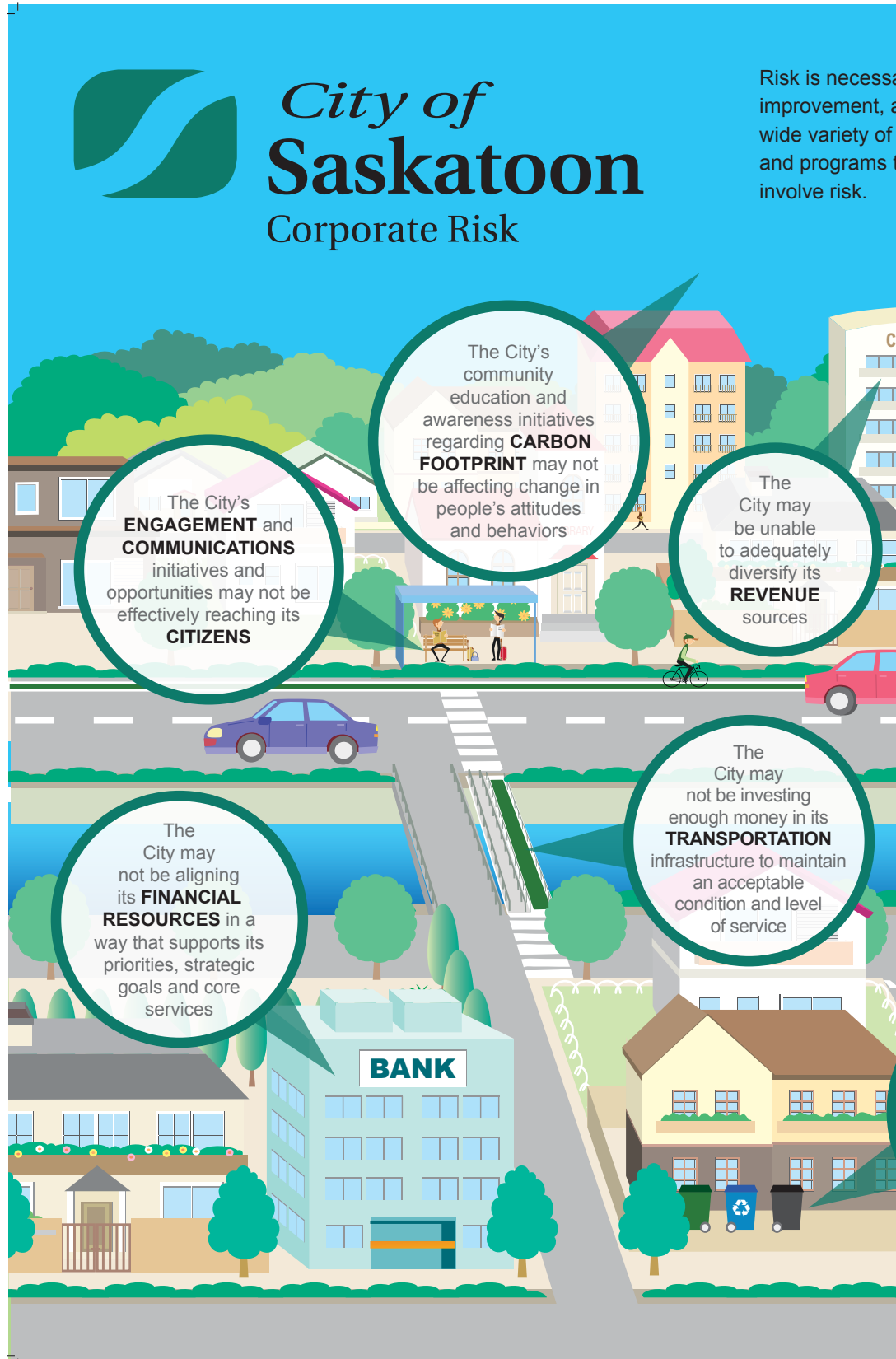
Communicate risk information throughout the City

- Additional **education and informational material** will be developed and shared throughout the organization.



NOTES

[illegible]



ary for growth and
and providing a
essential services
to citizens does

The City of Saskatoon's
Corporate Risk Management
Program assists the
Administration to ensure
management of risk is addressed
in a positive, systematic and
productive way.

Risk to the Corporation is
mitigated through an ongoing
commitment to continuous
improvement in the way the City
is managed – thereby increasing
public confidence in the City's
performance.







STANDING POLICY COMMITTEE ON FINANCE

SREDA – Business Incentives – 2019 Tax Abatements

Recommendation of the Committee

That the 2019 incentive abatements as determined by the Saskatoon Regional Economic Development Authority be approved.

History

At the April 8, 2019 Standing Policy Committee on Finance meeting, a report of the Chief Financial Officer, Corporate Financial Services dated April 8, 2019 was considered.

The Committee also heard from Mr. Alex Fallon, President & Chief Executive Officer, Saskatoon Regional Economic Development Authority (SREDA), on the matter. He confirmed that the 10 businesses listed in the March 15, 2019 letter from SREDA have met the conditions of their incentive agreements and qualify for the 2019 tax abatements.

Attachment

April 8, 2019 report of the Chief Financial Officer, Corporate Financial Services

SREDA – Business Incentives – 2019 Tax Abatements

Recommendation

That the Standing Policy Committee on Finance recommend to City Council that the 2019 incentive abatements as determined by the Saskatoon Regional Economic Development Authority be approved.

Topic and Purpose

The purpose of this report is to receive City Council approval to process property tax abatements to businesses, as approved under Council Policy No. C09-014, Business Development Incentives.

Report Highlights

1. The Saskatoon Regional Economic Development Authority (SREDA) has confirmed that ten eligible businesses have fulfilled the agreed upon terms and conditions to receive their 2019 tax incentive abatements. The total tax abatement amount is \$570,869.
2. The ten eligible businesses have increased their staffing levels and expanded their facilities, which have led to a permanent increase in their assessed value.
3. To facilitate better processing of the abatements, SREDA and the Administration have reviewed and revised the approval process.

Strategic Goal

This report supports the Strategic Goal of Economic Diversity and Prosperity by working collaboratively with economic development authorities to promote Saskatoon's regional economy to grow and diversify, demonstrating long-term sustainability.

Background

Council Policy No. C09-014, Business Development Incentives, makes incentives available to businesses meeting the eligibility requirements. Throughout the year as applications are received, SREDA requests City Council to approve tax abatements for business incentive purposes. The incentives are based on the value of new construction, the creation of a specified number of jobs, and the maintenance of certain financial requirements. On an annual basis following the approval of the incentive, staff from SREDA meet with each company to ensure that all of the requirements are being fulfilled.

Report

SREDA staff have met with each of the businesses eligible to receive a tax abatement for 2019. Reviews were conducted to determine if the terms and conditions outlined in the individual agreements have been met. Attachment 1 is a letter from SREDA with the results of its 2019 audit. The letter identifies those companies that have met all conditions of their incentive agreements for 2019.

Business incentives are meant to drive investment and encourage growth in Saskatoon. SREDA's audit results of the eligible businesses showed an increase of 30 full-time equivalent positions since 2018. In addition, these eligible businesses have expanded their facilities which has led to an increase in their properties' assessed value totalling \$17,534,100. Using 2019 tax rates, the amount of increased total tax due to the increase in assessed value is \$662,326; however, due to the various incentive agreements, \$570,869 will be abated in 2019. This total tax increase will be fully realized by 2022 when all current incentive agreements expire.

To facilitate better processing of the abatements and to provide more accurate tax billing information and improve customer service, SREDA and the Administration have agreed to revise the timeline of the audit approval process. Audits will now be conducted prior to tax billing rather than after, allowing the approved abatements to be applied before tax billing.

Options to the Recommendation

There are no options to the recommendation as the incentives are identified within the agreements between the City of Saskatoon and the applicable business.

Policy Implications

The recommendation is in accordance with Council Policy No. C09-014, Business Development Incentives.

Financial Implications

Property tax abatements approved under Council Policy No. C09-014 result in the deferral of the increased taxes that the new construction creates. As a result, there is no immediate impact other than deferral. The abatements decline over a five-year period.

Other Considerations/Implications

There are no environmental, privacy, or CPTED considerations or implications, and neither public and/or stakeholder involvement nor a communication plan is required.

Due Date for Follow-up and/or Project Completion

City Council approval to process tax abatements is required by the end of April in order to apply the abatement to the current tax year before tax billing at the beginning of May.

Public Notice

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

Attachment

1. Letter from Joanne Baczuk, Director, Business Development and Economic Analysis, dated March 15, 2019.

Report Approval

Written by: Pamela Kilgour, Manager, Property Tax and Support
Reviewed by: Mike Voth, Director of Corporate Revenue
Approved by: Kerry Tarasoff, Chief Financial Officer

SREDA 2019 Tax Abatements.docx



March 15th, 2019

Mr. Kerry Tarasoff, FCPA, FCMA
CFO/General Manager, Asset and Financial Management
City of Saskatoon
222 3rd Avenue North
Saskatoon, SK S7K 0J5

Re: REVISED - 2019 Property Tax Abatements

Dear Mr. Tarasoff:

This letter is to confirm that the following companies comply with the terms and conditions outlined in each of their Business Development Incentives Agreements with the City of Saskatoon and qualify for 2019 tax abatements:

- Brandt Properties Ltd. (834 58th Street E)
- Howatt Enterprise Ltd. (220 Gladstone Crescent)
- The Saskatchewan Food Industry Development Centre Inc. (2335 Schuyler Street)
- ABC Canada Technology Group Ltd. (1801 Quebec Avenue)
- 9 Mile Legacy Brewing Company (229 20th Street West)
- Axiom Industries Ltd. (3603 Burrton Avenue)
- Fire Sand Real Estate LTD. (3639 Burrton Avenue)
- Gemini Freight Systems Inc. (2610 11th Street West)
- JNE Welding (3915 Thatcher Avenue)
- Deca Industries Ltd. (310 and 322 Robin Way, and 111 Robin Crescent)

DSI Underground Canada Ltd. (3919 Millar Ave) did not meet the 2018 audit requirements and were removed from the incentives program. DSI Underground was not audited in 2019 and will not be in the program going forward.

Please contact me at 306-664-0728 or at jbaczuk@sreda.com if there are any questions regarding these reports.

Sincerely,

Joanne Baczuk
Director, Business Development



Thompson, Holly

From: Terra Penner <City.Council@Saskatoon.ca>
Sent: Thursday, April 11, 2019 2:38 PM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Thursday, April 11, 2019 - 14:37
Submitted by anonymous user: 71.17.10.5
Submitted values are:

Date: Thursday, April 11, 2019
To: His Worship the Mayor and Members of City Council
First Name: Terra
Last Name: Penner
Email: tpenner@sreda.com
Address: Suite103, 202 Fourth Ave N
City: Saskatoon
Province: Saskatchewan
Postal Code: S7K 0K1
Name of the organization or agency you are representing (if applicable): SREDA
Subject: Business Development Incentive Audit
Meeting (if known): Council - April 29
Comments:
On behalf of Alex Fallon, please accept this request to speak at the April 29 Council meeting (time permitting) in regard to the 2019 Business Development Incentive audit completed by SREDA.

Please advise.
Attachments:

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/300477>



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Motion – Councillor Loewen – Improving Solid Waste Systems

Recommendation of the Committee

That the information be received.

History

At the April 1, 2019 Standing Policy Committee on Environment, Utilities & Corporate Services meeting, a report from the, A/General Manager, Utilities & Environment dated April 1, 2019 was considered.

Within its delegated authority, your Committee also referred this matter to the Saskatoon Environmental Advisory Committee for information.

Attachment

April 1, 2019 report of the A/General Manager, Utilities & Environment.

Motion – Councillor Loewen – Improving Solid Waste Systems

Recommendation

That the report of the Acting General Manager, Utilities & Environment Department, dated April 1, 2019, be received as information.

Topic and Purpose

The purpose of this report is to provide a response to the recommendations and information contained in Canada's Ecofiscal Commission (the Commission) report titled "Cutting the Waste: How to save money while improving our solid waste systems".

Report Highlights

1. The issues and recommendations outlined in the Commission's report on waste are generally applicable to Saskatoon's waste management systems.
2. Much of this information has been included in previous waste reports to City Council.

Strategic Goals

The information in this report supports the strategic goals of Asset and Financial Sustainability, including the strategy to 'reduce reliance on property tax' and 'utilize public funds efficiently and effectively'; and Environmental Leadership, including the strategy to 'optimize solid waste diversion and landfill operations'.

Background

At its meeting held on November 6, 2018, the Standing Policy Committee on Environment, Utilities and Corporate Services, considered a motion put forward from Councillor Loewen and resolved:

"That the Standing Policy Committee on Environment, Utilities and Corporate Services refer the report entitled "Cutting the Waste: How to save money while improving our solid waste systems" from Canada's Ecofiscal Commission to the Administration for a report in response to the recommendations and information contained in the report."

Report

In October 2018, the Commission released a report titled "Cutting the Waste: How to save money while improving our solid waste systems". The report focused primarily on identifying and addressing public policy issues through market-based tools to improve solid waste management in Canada. More specifically, the report addressed six key policy issues (see Table 1) with respect to solid waste management, and made five recommendations (see Table 2) on improving solid waste management. Generally, the report argues that "policy changes can make our waste systems more efficient and less costly"; for more details see Attachment 1 -"Cutting the Waste" Executive Summary.

Table 1 illustrates the status of the six key issues identified by the Commission within Saskatoon’s context. Many of these issues and impacts have been previously reported to City Council (Attachment 2 - Saskatoon Context on “Cutting the Waste” Issues) or are being addressed in current work plans.

Table 1 - Ecofiscal Commission’s Solid Waste Management Issues

Key Issues with Solid Waste Management Systems	City of Saskatoon Current State
1. Most Canadian households do not pay directly for waste management.	Saskatoon households do not pay directly for waste management as it is a combination of property taxes, utility charges and user fees. City Collections, responsible for collecting household waste, are not charged landfill tipping fees. This was equivalent to \$6.5 million in uncharged tipping fees in 2018.
2. Landfills do not charge large waste generators the full cost of disposal.	At \$105 per tonne, landfill tip fees are designed to cover the \$59-\$75 per tonne landfill airspace value, however, due to residential waste that is not subject to tipping fees the actual revenue per tonne of buried waste in 2018 was \$44 which is lower than the value of landfill airspace.
3. The porous boundaries of solid waste management systems make it difficult for municipalities to price waste disposal at its full cost.	There are three regional landfills in Saskatoon: one City-owned and operated and two private. The City of Saskatoon (City) has not reduced fees to compete for customers and commercial use of the Saskatoon landfill has decreased more than 47% since 2014.
4. Markets alone may provide inadequate waste diversion opportunities for some materials.	Market changes have recently impacted how plastic, glass and paper are sorted and processed in Saskatoon’s waste management system.
5. Municipal pricing policies have limited effect on upstream goods manufacturers.	The City’s pricing policies have no documented effect on upstream goods manufacturers.
6. Extracting and processing natural resources generate negative environmental externalities further upstream.	Saskatoon is developing a triple bottom line policy framework to better account for environmental sustainability in city activities.

To address these issues, the Commissions’ report makes five recommendations. The recommendations and the Administration’s position on them are provided in Table 2.

Table 2: Ecofiscal Commission Recommendations

Five Recommendations for Improving Waste Management	Administration's Position
1. Municipalities should charge tipping fees that reflect the full costs of disposal, including environmental costs.	<p>This recommendation was addressed in the Landfill Airspace Value report in 2018 which demonstrates that Saskatoon's tipping fees reflect the full cost of disposal.</p> <p>To ensure that all landfill users pay the tipping fee, recommendations for disposal costs for residential garbage have been proposed for inclusion in the annual budget for Waste Handling Services. This would provide sustainable financing for operations and long-term liabilities such as landfill closure, environmental monitoring and replacement.</p>
2. Municipalities should implement pay-as-you-throw programs and charge households directly for waste disposal.	In December 2018, City Council voted to not support a variable bin-size (pay-as-you-throw) program. Options for households to directly pay for waste management will continue to be assessed.
3. Provincial governments should expand, reform, and harmonize extended producer-responsibility programs (EPR).	Expanded provincial waste programs are supported. In 2017, a letter was sent to the Ministry of Environment advocating for a provincially legislated EPR program for household hazardous waste.
4. Provincial and municipal governments should implement policies that improve how organic waste is separated, managed, and designed according to their own context.	A curbside residential organics program is in development. Further work is underway to determine a path forward to address organics in the multi-family and the Industrial, Commercial, and Institutional sectors. Administration supports provincial action on organic waste. Organic waste diversion is included in the Low Emission Community Plan.
5. To improve the evaluation, assessment, and transparency of waste-management policies, federal and provincial governments should expand and standardize data-collection methods and make these data more available to the public.	<p>Provincial and federal roles in waste data-collection are supported.</p> <p>The City participates in the Statistics Canada Waste Management Industry Survey: Government Sector. The City also participates in solid waste benchmarking through the National Solid Waste Benchmarking Initiative and makes waste management data available publically through the Integrated Waste Management Annual Report.</p> <p>Options to track waste disposal and diversion from the Industrial, Commercial, and Institutional sector are being assessed, due to an absence of this information currently.</p>

The Commission's recommendations are generally supported. Three of the five recommendations have been addressed in previous reports to City Council (see Attachment 2 - Saskatoon Context on "Cutting the Waste" Issues). The remaining two recommendations, which are targeted at the provincial and federal governments, are supported. These recommendations can be accomplished through continued advocacy, partnerships and information sharing among all orders of government. The

Administration will continue to evaluate, and where possible, work to address the issues and recommendations advanced by the Commission's Report as it reviews, designs, develops and implements solid waste management policies and programs.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

There is no follow-up planned after this report.

Public Notice

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

Attachments

1. "Cutting the Waste" Executive Summary
2. Saskatoon Context on "Cutting the Waste" Issues

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Admin Report - Motion – Councillor Loewen – Improving Solid Waste Systems.docx



CANADA'S **ECOFISCAL** COMMISSION
Practical solutions for growing prosperity

CUTTING THE WASTE

How to save money while
improving our solid waste systems

October 2018





CANADA'S ECOFISCAL COMMISSION

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A group of independent, policy-minded Canadian economists working together to align Canada's economic and environmental aspirations. We believe this is both possible and critical for our country's continuing prosperity. Our Advisory Board comprises prominent Canadian leaders from across the political spectrum.

We represent different regions, philosophies, and perspectives from across the country. But on this we agree: ecofiscal solutions are essential to Canada's future.

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A thriving economy underpinned by clean air, land, and water for the benefit of all Canadians, now and in the future.

OUR MISSION

To identify and promote practical fiscal solutions for Canada that spark the innovation required for increased economic and environmental prosperity.

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Traffic congestion, overflowing landfills, and urban sprawl—these are some of the biggest challenges facing Canadian cities. We look at how new policies can make urban life more livable.



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What is the value of the services that provide clean water? We examine new Canadian policy solutions for water pollution, over-consumption, and infrastructure.

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A REPORT AUTHORED BY CANADA'S ECOFISCAL COMMISSION

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The views and opinions expressed in this report do not necessarily reflect those of the Committee members nor their affiliated organizations. Any potential errors in this report are attributable to Canada's Ecofiscal Commission and not the Expert Advisory Committee.





EXECUTIVE SUMMARY

Improving how Canadian communities manage their solid waste may not seem like an urgent issue. Every week or two, we put our garbage, organics, and recyclables out for collection and it disappears, never to be seen again. We quickly forget about it and move on with our busy lives, until the next time we do it all over again. But how we manage our solid waste *does* matter.

Solid waste management matters for cities, people, and the environment

The more waste we produce, the costlier it is to manage—particularly for local governments and taxpayers that fund these services. Finding sites for new landfills is also a lengthy and contentious process: nobody wants a landfill near their backyard.

Our solid waste also imposes environmental costs that cannot be ignored. Solid waste can contain toxic or hazardous substances that cause environmental damage as they degrade in landfills or are incinerated. Landfills emit roughly 20% of all Canadian methane emissions and are a significant contributor to global climate change. When our waste ends up as litter, it accumulates in our forests, waterways, and oceans where it pollutes and degrades fragile ecosystems.

Canadian communities can clearly improve how they manage their solid waste. On average, each Canadian throws out about 400 kilograms of solid waste each year, most of which ends up in landfills. When factoring in commercial waste, this figure rises to nearly one tonne of waste generated for each Canadian—nearly double the amount of waste generated by those in other high-income countries. Canadians make up 0.5% of the world's population yet produce about 2% of the world's municipal solid waste.

Ultimately, we must improve the *efficiency* of our waste management systems

Given this performance, it is perhaps unsurprising that municipal and provincial waste management policies have focused on *diverting* more waste—through organics and recycling programs—and *disposing* less. Indeed, municipal and provincial waste diversion targets have become a central, driving force of policy development.

Yet the economics of waste management are complex. Increasing diversion is important but is not always the best or only solution. Depending on the local context and existing service levels, diversion can be expensive: some recycled materials have a low value relative to the cost of collecting, sorting, and processing them. In other cases, recycling technologies that sort and process materials are still developing and are costly to deploy. Diversion systems also have an environmental footprint, albeit typically smaller than waste disposal systems.

Preventing waste from being generated in the first place is another key solution. However, there are limits to how much waste consumers and producers are willing or able to eliminate. Measuring progress on waste prevention is also far more challenging than measuring progress on disposal and diversion.

This report argues that we should reframe our waste management objectives. Rather than simply seeking to reduce waste disposal (or increase diversion), we should seek to improve

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the efficiency of our waste systems. Creating efficient waste management systems is about achieving a socially optimal balance between waste disposal, diversion, and prevention—a balance that delivers greater benefits at lower costs. Critically, this includes assessing all costs and benefits in waste systems, including both financial and environmental factors.

But there is no single model of an efficient waste management system: describing efficiency in practice is challenging. An efficient balance between waste disposal, diversion, and prevention depends on many factors, including local context, current states of technologies, and even international markets for recyclable materials.

In practice, we argue that the best way to improve efficiency is to make waste management systems work more like well-functioning markets.

Addressing six distinct—but interrelated—problems provides a map to making waste systems more efficient

As we find in this report, however, waste management markets are *not* normal, well-functioning markets. Prices for waste management—where they exist—do not reflect the true costs and benefits associated with waste management services and materials.

We identify six interconnected problems that cascade throughout solid waste markets. Each of these issues make waste management systems inefficient:

1. Most Canadian households do not pay directly for waste management

Households typically pay for waste collection through property taxes or as a monthly fee. In other words, the amount residents or businesses pay for waste management has—in many cases—no connection with the quantity or composition of solid waste they generate.

As a result, people tend to generate and dispose more solid waste than they otherwise would if they paid directly for the service. Low waste disposal prices also weaken the incentive to divert waste through recycling or composting.

2. Landfills do not charge large waste generators the full cost of disposal

Waste disposal prices are more transparent for the commercial sector, including businesses, large buildings, institutions, and industry. Commercial waste is typically hauled directly to landfills, where waste generators pay a fee to dump their waste based on the weight or type of waste being tipped.

In many cases in Canada, however, the fee for disposing every tonne of garbage is less than the full cost, encouraging waste

generators to landfill more waste than they would otherwise. Fees in Canada often do not reflect the long-term costs of landfilling—that is, the future costs of building new landfill sites when existing ones reach capacity. Similarly, fees often exclude some of the environmental and social costs of landfilling, such as environmental risks to water and soil, greenhouse gas emissions, and impacts on local property values due to odour and unsightliness.

3. The porous boundaries of solid waste management systems make it difficult for municipalities to price waste disposal at its full cost

The boundaries of solid waste management systems are porous. Unlike municipal water and wastewater systems, where municipalities have near complete control over treatment and distribution infrastructure, solid waste systems—and the flows of waste within them—are more decentralized. These porous boundaries can make it difficult for municipalities to charge the full cost of waste disposal and can undermine environmental performance.

First, even though municipalities may want to set tipping fees that reflect the full cost of service, doing so can encourage waste haulers to “export” their waste to jurisdictions where tipping fees are much lower. In Metro Vancouver, for example, where waste disposal fees are relatively high, waste shipments to the U.S. doubled between 2012 and 2015.

Considering that tipping-fee revenues are the primary way to pay for waste disposal systems, waste exports can undermine a municipality's ability to recover its costs. Building, maintaining, and closing landfills is capital intensive, meaning that a large portion of disposal costs is fixed. If waste exports increase, municipalities generate less revenue to cover these fixed costs. This can also undermine environmental outcomes if waste is exported to landfills that are less secure or to waste systems that put less emphasis on waste diversion and resource recovery.

Second, raising the price of waste disposal can encourage an increase in illegal dumping. Most communities already struggle with illegal dumping—in alleys, parks, and forests—which poses a health and environmental risk and is costly to clean up. Without appropriate policies in place, increasing the price of waste management can make illegal dumping worse.

4. Markets alone may provide inadequate waste diversion opportunities for some materials

Municipal governments play an integral role in providing waste diversion infrastructure, particularly for the residential sector. Most municipalities provide curbside recycling, and a growing number now provide curbside organics collection.



Box 1: Improving Waste Management in Calgary, Alberta

To explore the challenges of waste management in practice, and to illustrate the broader ideas laid out in this report, we develop a detailed case study on the City of Calgary, Alberta. It considers the progress that Calgary has made so far, the policies that Calgary plans to implement in the near future, and opportunities for further policies in Calgary and Alberta.

Calgary has made considerable progress over the past two decades. It increased tipping fees at its three landfills to better reflect the cost of service. It also implemented an organics collection program to help divert a significant quantity of waste from its landfills. Finally, Calgary is considering a pay-as-you-throw program for household garbage collection, strengthening the link between how much waste people produce and how much they pay.

Progress at the provincial level, however, has been slower. Most notably, Alberta is the only province that does not have legislated extended producer responsibility (EPR) programs and is falling behind in its commitments under the Canada-wide Action Plan for EPR. If Alberta were to follow the lead of other provinces, such as B.C., and implement full EPR programs, it would make producers financially and physically responsible for managing the waste generated from their products. Such policies could also strengthen waste diversion infrastructure and increase the quantity and quality of waste diversion. An EPR program for residential recycling would also remove the financial burden from municipalities.

Overall, our case study provides a framework for how municipalities (and provinces) can systematically assess their waste management systems. This framework can help governments assess the efficiency of waste management systems and support the development of new policies to further improve those systems, throughout the lifecycle of municipal waste.

But why do governments provide these services or require that industry provide them? If recovering and selling the resources embedded in waste can generate benefits, why does the private sector not provide more opportunities for households and the commercial sector to recycle and compost?

Issues #1, #2, and #3 are a big part of the problem: waste disposal prices are artificially low and increasing them can be difficult. Disposal prices set the benchmark for other types of waste management. Low disposal prices inadvertently discourage the private sector from capitalizing on new waste management opportunities.

Yet even if waste disposal were priced according to its true cost, the private sector would not necessarily provide adequate diversion alternatives. Collection and management systems for waste disposal and diversion often make financial sense only when operated on a broader scale. Achieving this scale can be difficult, particularly in small, rural, and northern communities.

Another reason is that providers of waste diversion services have limited control over how residents and businesses sort and manage

their waste before it enters the solid waste collection system. Municipal recycling and organics programs, for example, rely on residents to sort their waste according to the local requirements. This lack of control causes persistent contamination issues at recycling and composting facilities, which can increase processing costs and make the end product less valuable. As a result, contamination can deter the private sector from providing more waste diversion services.

5. Municipal pricing policies have limited effect on goods manufacturers

If waste management services were priced according to their full cost—in all jurisdictions—consumers would have clear incentives to purchase goods made with fewer materials or materials that are easier to recycle or compost. Producers, in turn, would have incentives to design and manufacture goods that generate less waste.

But even if *individual* municipalities charged residents directly for waste disposal, and even if these prices approached the full cost of

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the service, prices would have a negligible impact on the decisions of upstream producers. Waste is priced locally, and municipalities are too small to affect the decisions of manufacturers in other provinces or countries. Only disposal pricing in a large number of municipalities, globally, would increase demand for goods with less disposable waste.

6. Extracting and processing natural resources generate negative environmental externalities further upstream

The majority of materials and consumer goods produced in the economy use virgin materials, extracted and processed from the natural environment. These processes, however, can cause significant environmental damages that are unpriced or underpriced in markets. In other words, the firms extracting and processing these materials do not pay the full cost associated with these upstream processes.

Underpricing upstream environmental damages effectively subsidizes the use of virgin materials and distorts markets further downstream for recycling, reuse, and prevention. Firms have an incentive to use more virgin materials and fewer recycled and reused materials in their manufacturing processes.

This last issue, however, is unlike the other five. It refers to a problem that ultimately *affects* waste but is not fundamentally about waste management systems. Other policies—such as carbon pricing or improved financial assurance for resource development projects—are better suited to address these upstream issues.

We make five recommendations for improving waste management in Canada

These issues represent a significant opportunity for municipal and provincial policy-makers. Policies that address the six problems can improve the overall efficiency of waste management systems by allowing our waste systems to rely more on market forces. These six problems—along with recommended solutions—are illustrated in the report's detailed case study on the City of Calgary (see Box 1).

RECOMMENDATION #1

Municipalities should charge tipping fees that reflect the full costs of disposal, including environmental costs

Creating more efficient waste management systems starts with smarter disposal pricing. **Tipping fees** are the most common way to price waste disposal both in Canada and internationally. They are the fees that landfills charge on waste brought to landfills—typically from non-residential waste generators. They can vary, based on the type, volume, or weight of the material. Fees can be set by private landfill operators or municipal governments.

Tipping fees that cover the full costs of waste disposal have several main advantages.

First, and most importantly, they can drive waste reduction at a lower cost. Governments cannot know the optimal or lowest-cost waste management options for the thousands or millions of residents and businesses. Tipping fees allow each waste generator to determine the least expensive way of managing their waste. Some waste generators, for example, might spend more time diverting their waste to avoid paying more in tipping fees. Others may be willing to pay the tipping fee and continue to landfill the same amount of material, because the costs of waste diversion are greater than the tipping fee.

Second, tipping fees generate revenues that pay for the service and recover costs. These revenues ensure that waste disposal infrastructure is properly built, monitored, and maintained. They ensure that landfills have the funds to provide the service, and they also help reduce environmental costs. Revenues, for example, ensure that landfills have the required technologies to collect and treat leachate, capture GHG emissions, cap facilities after they close, and regularly monitor operations during and after their lifetime.

Third, aligning tipping fees with the full cost of waste disposal is a fairer way to pay for our waste management systems. Those that dispose of more material, or materials that are costlier to manage, should pay more.

Provinces play a key role in ensuring that landfills charge tipping fees that reflect the full environmental cost of waste disposal. Regulations and standards can require landfills and incineration operations to reduce their environmental impacts, both during operation and after the site has been closed. Waste disposal sites can then pass on the costs of complying with these policies in the form of tipping fees consistent with the full cost of disposal.

RECOMMENDATION #2

Municipalities should implement *pay-as-you-throw* programs and charge households directly for waste disposal

Municipal ***pay-as-you-throw (PAYT) programs*** charge households directly for garbage collection services. They might charge for collection based on volume, weight, or the number of bags put out for collection. Each approach shares a common principle: households that generate less waste pay less. As a result, households have a continuous incentive to dispose of less waste.

PAYT programs can generate several benefits:

- First, less waste disposal in response to higher prices can allow municipalities to defer future landfill costs. Savings can be significant in communities that have limited landfill capacity or that ship waste to neighbouring communities.

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- Second, PAYT programs can reduce operating collection costs if residents put out less garbage at the curb (though these savings may be offset by higher collection and processing costs for diverted materials).
- Third, the revenues generated from PAYT programs reduce or eliminate the need to cross-subsidize disposal services through property taxes or other revenue sources.
- Finally, at a broader scale, increased waste diversion can create environmental benefits if greater resource recovery leads to decreased use of virgin materials.

RECOMMENDATION #3

Provincial governments should expand, reform, and harmonize extended producer responsibility programs

Disposal pricing—covered in the two recommendations above—is a necessary but not sufficient step toward efficient waste management systems. Given the set of interrelated challenges described in this report, multiple policies are necessary.

Of the complementary policies considered, we identified **extended producer responsibility (EPR) policies** as a key part of efficient waste management systems. EPR programs make producers financially and physically liable for the ultimate management of the materials in the products they produce. These programs, in other words, can ensure that producers have a clear price incentive to improve the way their goods are managed after their useful life. If designed well, EPR programs can also encourage manufacturers to make their goods with fewer materials or materials that are easier to recycle and compost.

Some provincial governments are already making good progress on expanding and reforming EPR programs. British Columbia became the first province to have “full EPR” for all of its programs, making producers fully responsible for managing the waste from their products. Notably, it is the only province that has a full EPR program for its municipal curbside recycling programs, which shifts the financial burden of operating these programs from municipalities to manufacturers.

Progress in other provinces, however, has been slow. Alberta remains the only province without any regulated EPR programs; the Atlantic Provinces have adopted limited EPR programs but have not reached their commitments under the Canadian Council of Ministers of the Environment (CCME) Canada-wide Action Plan for EPR.

Harmonizing EPR programs across provinces should be a long-term objective. EPR programs are administratively complex, especially considering the patchwork of programs across Canada that have developed over time. Streamlining these regulations across Canada can reduce costs, provide a more unified pricing signal for manufacturers, and make these programs more transparent and easier to evaluate.

RECOMMENDATION #4

Provincial and municipal governments should implement policies that improve how organic waste is separated and managed, designed according to their own context

While EPR programs can ensure that manufacturers have incentives to improve how recyclables are managed, extending these programs to organic waste is difficult. As a result, municipalities and provinces may also need policies that specifically target and improve how organics are collected and managed. Generalizing about the best approach to do so, however, is challenging. Specific policies should be chosen according to local context and on a comprehensive analysis of costs and benefits.

For many municipalities, implementing municipal collection programs for organic waste might be a good starting point. Far fewer Canadians have access to curbside organics collection compared to recycling programs, indicating that more progress could be made. The accompanying processing facilities could be built based on community or regional needs, using technologies that range from sophisticated and capital intensive to basic and lower cost. Still, for smaller communities, limited economies of scale could mean that organic collection programs are too expensive. Other initiatives, such as incentives for backyard composting, may be more appropriate and cost-effective.

Provinces can also play an important role. They could, for example, provide targeted and temporary funding for municipal initiatives that cost-effectively divert organics. They could also take a more direct approach by banning all organic waste from landfills, forcing municipalities and landfills to provide alternatives. However, because disposal bans are less flexible than pricing policies, they tend to be a costlier way to divert waste. Such policies should be considered only if provinces can demonstrate that bans can improve overall efficiency.

RECOMMENDATION #5

To improve the evaluation, assessment, and transparency of waste management policies, federal and provincial governments should expand and standardize data-collection methods and make these data more available to the public

The lack of data on waste management in Canada is a big roadblock to improving waste management systems. Limited and inconsistent data make it impossible to answer important questions, such as:

- How many active and inactive landfills exist in Canada?
- What types of environmental protections do Canadian landfills have in place?
- What is the composition of waste being disposed at landfills?
- What is the average tipping fee charged at landfills?
- How many Canadian municipalities use PAYT programs?
- What are the economic and environmental impacts of EPR programs, and how do they compare across provinces?

Some provinces are ahead of others on some of these key areas of data collection. However, all governments in Canada can improve their data resources, especially when it comes to standardizing methods across jurisdictions.

Improving data access and availability is critical for two reasons. First it allows governments and researchers to assess the extent to which our current systems are efficiently managing waste (or not). Improving data, in other words, can help make our performance on waste management more transparent. Second, it helps evaluate the performance of new policies and approaches over time. It can help policy-makers determine how policy changes have affected waste flows and system efficiency, and subsequently to adjust and adapt policies to further improve performance. Better data can also assist with harmonizing policies across Canada.

Ultimately, the case for improving our waste management systems is an economic one. Updates to municipal and provincial solid waste policies can improve the efficiency of our systems, reducing costs and increasing benefits for municipalities, taxpayers, and the environment. See the full report for more details.

Saskatoon Context on “Cutting the Waste” Issues

Canada’s Ecofiscal Commission Six Key Issues for Solid Waste Management Systems:
City of Saskatoon Context

Issue #1 - Most Canadian households do not pay directly for waste management

The City of Saskatoon’s (City) waste management is funded through a mix of utility fees and property taxes. Saskatoon households pay directly for recycling services on their utility bill and do not pay directly for garbage services as they are funded through property tax. Residents can subscribe for a green cart for a fee.

Additionally, the current mixed sources of funding for waste management do not cover the full lifecycle cost of service.

Administration has recommended to City Council that residents pay directly for garbage through a waste utility as they do for recycling (detailed below). City Council ultimately resolved not to put in a utility for garbage at this time. Past reports and resolutions include:

City Council, at its meeting held on February 27, 2017, considered the Waste Management Master Plan – State of Waste report which stated:

- “The current model is not financially sustainable for reasons including:
1. Current budgets cover the costs for waste and organics collection, but not the full costs of managing waste at the Landfill nor the costs of the existing organics processing operation.
 2. Reduced volumes of garbage from the commercial and residential sectors have significantly reduced Landfill revenues. This further impacts the budget as these loads subsidise material brought in through residential waste collections.
 3. The Landfill Replacement Reserve has a current deficit of \$1.8M.
 4. In 2016, the internal audit concluded that the current unfunded Landfill Liability was \$8.4M. This is in addition to the Landfill Replacement Reserve deficit, resulting in a total liability of \$10.2M.
 5. The life cycle cost of garbage containers is not fully funded.
 6. The compost depot utility does not receive enough revenue to cover costs and the remainder is charged to the landfill, impacting the mill rate.”

City Council, at its meeting held on June 26, 2017, considered the Expanding the Waste Services Utility – Key Considerations report and resolved:

- “1. That the Administration investigate a new business model for waste services that includes a waste utility; and
2. That the Administration report in August 2017 on a potential design for expanding the Waste Services Utility in Saskatoon.”

City Council, at its meeting held on August 28, 2017, considered the Waste Utility Design Options report and resolved:

- “1. That the Administration continue to develop a program to expand the Waste Services Utility to include variable pricing options.
2. That the Administration engage citizens and stakeholders on variable pricing options based on the information presented in this report, and report back in the first quarter of 2018 with a proposed design and timeline for implementation for a utility model.”

City Council, at its meeting held on June 25, 2018, considered the Recommended Changes to Waste Management in Saskatoon report and resolved, in part:

- “1. That a Pay-as-You-Throw Utility be developed for curbside residential garbage collection, where households pay a variable utility fee that corresponds to the size of their garbage cart (lower prices for smaller carts);”

City Council, at its meeting held on November 19, 2018, considered the Waste Management Levels of Services – Curbside Organics and Pay-as-You-Throw Waste Utility and resolved, in part:

- “6. That the curbside waste program – variable bin-size model be funded as a utility;
7. That the curbside organics program be funded by property tax.”

City Council, at its meeting held on December 17, 2018, considered Councillor Hill – Curbside Waste Collection Funding and resolved:

- “That the resolution from the November 19, 2018, City Council meeting which stated: “That the curbside waste program – variable bin-size model be funded as a utility” be rescinded.”

Issue #2 - Landfills do not charge large waste generators the full cost of disposal

Users of the Saskatoon Landfill are charged a fee to enter the landfill and a tipping fee based on the weight of material disposed. At \$105 per tonne landfill tipping fees are designed to cover the estimated \$59-\$75 per tonne landfill airspace value. However, because City collections, who delivered 64% of garbage to the landfill in 2018, are not subject to tipping fees, the revenue per tonne of buried waste in 2018 was \$44.20.

City Council, at its meeting held on May 28, 2018, considered the Landfill Airspace Value report and resolved:

- “1. That the landfill airspace valuation be used in the development of future waste rates and funding plans; and
2. That additional funding requirements be included in the calculation of a user fee associated with a potential Unified Waste Utility.”

Issue #3 - The porous boundaries of solid waste management systems make it difficult for municipalities to price waste disposal at its full cost

Two private landfills operate in the Rural Municipality of Corman Park and receive most of the industrial, commercial and institutional waste generated in Saskatoon, however, this has not resulted in the City pricing waste disposal at a reduced cost. It has impacted tipping fee revenue at the Saskatoon Landfill as commercial use has decreased more than 47% since 2014.

The porous boundaries of solid waste management also present an issue for waste data management.

At its meeting held on October 9, 2018, Standing Policy Committee on Environment, Utilities and Corporate Services, considered the Industrial, Commercial, and Institutional Waste Diversion Strategy – Update and Engagement Strategy report which outlined the steps the City is taking to improve the tracking and diversion of Industrial, Commercial, and Institutional waste generated in Saskatoon. This work continues on this topic with a report to Council expected in November, 2019.

Issue #4 - Markets alone may provide inadequate waste diversion opportunities for some materials

Markets for recyclable materials change based on demand and have recently been impacted by international policies. Markets for plastic materials have reduced demand while others, such as paper and cardboard, now require a cleaner feedstock which has impacted how plastic, glass and paper are sorted and processed in Saskatoon's waste management system.

City Council, at its meeting held February 26, 2018, considered the Update on Recycling Markets: Plastic Film report and resolved:

- "7. That plastic film be removed as an acceptable item in City of Saskatoon recycling programs starting in April 2018".

Issue #5 - Municipal pricing policies have limited effect on upstream goods manufacturers

Municipal pricing policies have no known direct effect on upstream goods manufacturers. Federal and provincial governments have the ability to impact upstream goods manufacturers and the City participates by supporting initiatives through advocacy groups such as Saskatchewan Urban Municipalities Association, Federation of Canadian Municipalities and the Saskatchewan Waste Reduction Council.

Issue #6 - Extracting and processing natural resources generate negative environmental externalities further upstream

The Administration is required to assess environmental implications of recommendations made to City Council through reports. To assist with this requirement, the Administration created guidance material for reporting on environmental implications.

City Council, at its meeting held December 17, 2018, considered the Development of a Triple Bottom Line Policy Framework to Address Corporate Sustainability report and resolved:

- “1. That the Administration develop a Triple Bottom Line Policy Framework”

Within this framework:

“The environmental pillar focuses on the components that stress the physical environment and addresses how society protects ecosystems, air quality, and the sustainability of natural resources such as land and water.”



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Climate Change Projections and Possible Impacts for Saskatoon

Recommendation of the Committee

That the information be received.

History

At the April 1, 2019 Standing Policy Committee on Environment, Utilities & Corporate Services meeting, a report from the, A/General Manager, Utilities & Environment dated April 1, 2019 was considered.

Your Committee received a PowerPoint from the Administration on this matter and in addition resolving that the matter be forwarded to City Council for information, also resolved, within its delegated authority, to forward the report to the Saskatoon Environmental Advisory Committee for feedback including the presentation from the Administration.

Attachment

April 1, 2019 report of the A/General Manager, Utilities & Environment.

Climate Change Projections and Possible Impacts for Saskatoon

Recommendation

That the report of the Acting General Manager, Utilities & Environment Department, dated April 1, 2019, be forwarded to City Council for information, and a copy of the report be forwarded to the Saskatoon Environmental Advisory Committee for information.

Topic and Purpose

This report summarizes the expected climate change projections and possible impacts to the Saskatoon region and the risks these changes pose to the City of Saskatoon's (City) infrastructure, programming and service delivery.

Report Highlights

1. Climate change "mitigation" involves the reduction of emissions and stabilizing the levels of heat-trapping greenhouse gases in the atmosphere. "Adaptation" addresses the impacts of climate change already in progress. Both are necessary in responding to the prevention and consequences of climate change.
2. Climate projection data featured in this report comes from the Canadian Centre for Climate Services and the Climate Atlas of Canada.
3. The Saskatoon region can expect to see temperature and precipitation increases in addition to more extreme weather fluctuations and events.
4. The three high-risk impacts anticipated for the Saskatoon region are: 1) increased demand on the water and waste water, storm water, and power utilities; 2) heat stress on outdoor staff and plants/trees; and 3) increased populations and diversity of pests as consequences of climate change.
5. Next steps include further analysis of risk assessment, prioritizing items for risk management, and developing plans to reduce climate risk into the future.
6. Research indicates that early investment in climate change adaptation and mitigation efforts are likely to be at a lower cost than investments that are delayed or happen reactively.

Strategic Goals

Climate modeling and projections are a part of the climate change strategy, including a Corporate Climate Adaptation Strategy and a valuation for natural assets. These projects directly support the Strategic Goals of Environmental Leadership and Asset and Financial Sustainability and are specifically related to "proactively addressing the effects of climate change" and "key civic infrastructure assets are maintained and funded to minimize total life cycle cost". Additionally, the Corporate Climate Adaptation Strategy directly addresses the Strategic Risk Register entry "The City may not be prepared for the effects of climate change."

Background

City Council, at its Regular Business Meeting held on August 27, 2018, the Standing Policy Committee on Environment, Utilities and Corporate Services considered the following item and resolved:

- “1. That information pertaining to the Corporate Adaptation Strategy be received; and
2. That \$32,000 from Capital Project No. 2183, Energy and Greenhouse Gas Management Plan, in addition to \$125,000 of Federation of Canadian Municipalities grant funding, be designated to a new Adaptation Capital Project to support the development of the Corporate Adaptation Strategy.”

Additional detail is provided on the history of the project in Attachment 1 - Additional Decision Background.

Report

Climate change is a complex issue facing Saskatoon, and responding to climate change involves a two-pronged approach. “Mitigation” involves the reduction of emissions and stabilizing the levels of heat-trapping greenhouse gases in the atmosphere.

“Adaptation” involves addressing the impacts of climate change already in progress. Current research and best practice focuses on both mitigation and adaptation as being necessary to address the causes and effects of climate change.

Understanding Climate Projection Data

In order to proactively plan for both climate change adaptation and mitigation, further data has been gathered and analyzed from the Canadian Centre for Climate Services and from the Climate Atlas of Canada.

Climate projection data gathered by the Administration works with three scenarios: “status quo emissions production”; “moderate emissions reduction”; and “major emissions reduction”. The data indicates that global surface warming is likely to exceed a 2^o C rise over pre-industrial levels by 2100 in the status quo, minor reduction and moderate reduction scenarios, resulting in non-compliance with the Global Covenant of Mayors and the Paris Agreement.

For an illustration of global surface temperature change under all four scenarios, descriptions of each scenario’s assumptions, and connections to global climate agreements, see Attachment 2 - Climate Simulations under each Emissions Scenario.

Uncertainty is present in climate modeling from natural variability in climate, inaccuracies with assumptions underlying the climate model, such as population growth rates or energy and land use trends, and future production rates of greenhouse gas emissions.

Projected Climate Changes in Saskatoon by 2100

Local data has been gathered and analyzed from the Canadian Centre for Climate Services and the Climate Atlas of Canada (see Attachment 3 - Looking Ahead: Climate

Projections for Saskatoon contains additional details on climate projection data). According to these findings, Saskatoon can expect the following climate change impacts under status quo emission rates:

Warmer	<ul style="list-style-type: none">• a nearly 7⁰ C increase in average annual temperature;• large increases in the average number of days per year warmer than 30⁰ C and 25⁰ C;• a reduction in the number of very cold days per year (-30⁰ C or less); and• a 47-day increase in the average length of the frost-free season.
Wetter	<ul style="list-style-type: none">• a 12% increase in average annual precipitation totals;• a 24% increase in precipitation coming between March and June (some of which will be snow, sleet, and freezing rain);• an 8% reduction in precipitation coming between July and September annually; and• a slight increase in the frequency of 1-in-10 year extreme rain events.
Wilder (<i>Events and Greater Variability</i>)	<ul style="list-style-type: none">• Climate models are not yet able to reliably predict extreme weather events for Saskatoon, however generally climate scientists agree that warmer and wetter settings increase the likelihood of severe and extreme weather events.• The combination of warmer average annual temperatures and reduced precipitation in late summer and early fall months may increase the likelihood of drought conditions and instances of forest/brush fires.• The combination of warmer average annual temperatures, and increased precipitation in early spring may increase the likelihood of late winter storm conditions, and/or rapid spring melting/flooding.

Considering only average annual temperature and precipitation totals, the research shows that projected changes will liken Saskatoon's future climate to what Wisconsin and Michigan experience today. It is important to note that climate change trends do not mean Saskatoon will not experience variability from year-to-year.

Research findings summarize the relationship between emission rates and adaptation requirements in which higher emission rates result in greater temperature increases. The "value of action", or the cost of inaction, is defined where larger temperature increases, in turn, increase changes and impact on the environment due to weather variability resulting in increased cost and magnitude of need for adaptive actions over the long term.

Climate Risk and City Infrastructure, Programs, and Services

Risk analysis workshops were held with City staff from: storm water management; corporate risk; asset management; parks management and design; emergency management and preparedness; sustainability; facilities management; and power generation.

The intent of the risk analysis was to connect each of the climate change impacts on civic operations with estimated consequence severity and likelihood of occurrence over the next 25 years. These estimates were then put together to form an overall risk level on a four-point scale from high to very low. Generally, warmer climate conditions returned the highest risk rankings overall. Three notable high risk impacts include:

1. Increased demand on the water and waste water, storm water, and power utilities;
2. Heat stress on outdoor staff and plants/trees; and
3. Increased populations and diversity in pests.

The Administration noted all risk estimates for identified climate impacts would likely increase over time if actions to address conditions were delayed or avoided.

Attachment 4 - Climate Risk and Civic Operations presents a table overview of the complete risk analysis.

Next Steps

The next steps for the Corporate Climate Adaptation project will focus on detailed analysis of the risk assessment results, prioritizing items for risk management, and developing a plan to reduce or manage climate risk into the future. This work will be collaborative in nature including both internal stakeholders and key external stakeholders through a co-design event, small round-table discussions, and individual meetings.

Stakeholder Involvement

The scope of the Corporate Climate Adaptation Strategy project is internal. As a result, stakeholder involvement is focused mainly on a wide range of internal work groups. The project is incorporating internal stakeholders through individual meetings and working sessions. To date, eight sessions have involved 20 internal staff.

Climate research involved a number of local and national insurance providers and research organizations.

In the second quarter of 2019, a co-design event to focus on generating ideas to build the City's adaptive capacity will be held with a wider range of internal staff. Key external stakeholders will be engaged after this event in the third quarter, through invitational round table discussions and individual meetings aimed at refining co-design ideas and adding ideas from existing best practices.

Communication Plan

As part of the Communication Plan, a brand has been developed along with mission and vision statements to guide toward project objectives. A number of internal updates are planned for stakeholders and administrative leaders in 2019 and a marketing strategy is in development to focus on community education and awareness.

Policy Implications

The Local Actions Strategy will outline policies that may be affected in October 2019.

Financial Implications

Research indicates that early investment in climate change adaptation and mitigation efforts is often at a lower cost than investments that are delayed or happen reactively. A report on funding options for sustainability initiatives is expected to be presented in June 2019, with the Low Emissions Community report on climate change mitigation. Full financial implications related to projected climate change for Saskatoon will be included in the Local Actions Strategy in October, 2019, with short and long-term investment recommendations. Additionally, a number of short-term options are expected to be included for consideration in the 2020-2021 budget.

Environmental Implications

This report outlines projected climate change for Saskatoon and the risk these changes pose to civic services and infrastructure. This information is the first stage of understanding what environmental implications projected climate change may have on Saskatoon. The Local Actions Strategy will more fully discuss this concept and provide potential actions to limit negative environmental implications and increase the likelihood of positive implications.

Total corporate Greenhouse Gas emissions in 2014 were approximately 106,000 tonnes Co2e. In order to meet the corporate emissions reduction target of 40% by 2023, 42,600 tonnes of Co2e or 10,650 tonnes per year over the next four years are needed to be reduced from 2014 levels.

Other Considerations/Implications

There are no privacy or CPTED considerations at this time.

Due Date for Follow Up

The Local Actions Strategy will be presented to City Council in October 2019.

Public Notice

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

Attachments

1. Additional Decision Background
2. Climate Simulations under each Emissions Scenario
3. Looking Ahead: Climate Projections for Saskatoon – Executive Summary
4. Climate Risk and Civic Operations – Executive Summary

Report Approval

Written by: Kristin Bruce, Special Projects Manager, Sustainability

Reviewed by: Nasha Spence, Environmental Accounting Manager
Jeanna South, A/Director of Sustainability

Approved by: Trevor Bell, A/General Manager, Utilities & Environment Department

Admin Report - Climate Change Projections .docx

Additional Decision Background

At its Regular Business Meeting held on September 28, 2015, City Council considered the following item Inquiry – Councillor M. Loewen (October 11, 2011) Climate Change Adaptation Strategy and resolved:

- “1. That the report of the General Manager, Corporate Performance Department dated September 14, 2015 be received as information.
2. That the Administration report back as soon as possible with the following information:
 - Steps for implementing systems in key departments which would evaluate new infrastructure and projects (and retrofits to existing infrastructure/projects) to ensure adequate performance in a variety of weather conditions including extreme events; and
 - Additional information speaking to the adequacy of current funding approaches to dealing with possible change weather conditions and their impacts on civic assets and services.”

In November 2015, the City became a signatory to the Compact of Mayors, now known as the Global Covenant of Mayors for Climate and Energy, which commits the City of Saskatoon (City) to address climate change by reducing greenhouse gas emissions and creating a climate change adaptation action plan.

- The Paris Agreement’s central aim is to limit global temperature rise this century to well below 2⁰ C above pre-industrial (1850-1900) levels and to pursue additional efforts to further reduce warming to below 1.5⁰ Cⁱ.

The Standing Policy Committee on Environment, Utilities and Corporate Services at its meeting held on March 8, 2016, received further information about the City’s preparedness to address climate change impacts to protect key infrastructure.

The Standing Policy Committee on Environment, Utilities and Corporate Services, at its meeting held on June 12, 2017, received communication from Administration that Capital Project No. 2183 would leverage funding for a Corporate Adaptation Strategy pending approved grant funding to address Climate Change Mitigation and Natural Capital Asset Valuation, both of which have been approved for grant funding through the Federation of Canadian Municipalities.

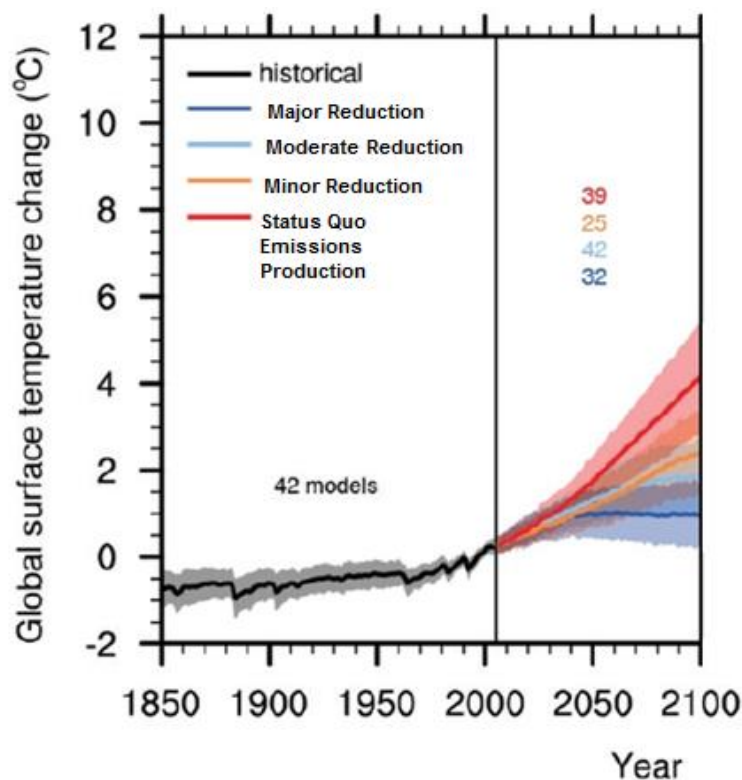
The Standing Policy Committee on Environment, Utilities and Corporate Services, at its meeting held on September 11, 2017, received a report outlining how \$80,000 would be used to develop a plan for a corporate-wide Environmental Management System. Administration has identified an opportunity for efficiencies by aligning the Climate Change Adaptation Strategy with this initiative.

ⁱ United Nations Framework Convention on Climate Change. (2019). The Paris Agreement. Retrieved from <https://unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement>.

Global Climate Simulations Under Each Emissions Scenario

The following graph details the projected rise in global surface temperature under each of the four emissions scenarios from 2006 to 2100.

Figure 1: Global Surface Temperature Increase Simulation under each Emission Scenario¹



The solid lines in Figure 1 show the average number or mean change in temperature the ensemble (group) of global climate models is projecting. The shaded areas show the range of projection data from the ensemble model output. The numbers on the graph highlight how many models are working inside each ensemble grouping. For example, from 39 models, the average increase in global surface temperature relative to the 1986-2005 period under the status quo emissions scenario is approximately 4°C with a range of 2.6°C – 4.8°C at 2100.

¹ Graphic adapted from the Intergovernmental Panel on Climate Change, 2014: *Climate Change 2014: Synthesis Report. Contribution of Working Groups I, II and III to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change* [Core Writing Team, R.K. Pachauri and L.A. Meyer (eds.)]. IPCC, Geneva, Switzerland, 151 pp.

Understanding the Global Emissions Scenario Assumptions

The Government of Canada signed on to the Paris Agreement in December 2015. The latest Intergovernmental Panel on Climate Change ² report explains each emission scenario relative to the Paris Agreement pre-industrial global temperature rise goals.

The assumptions underlying each of the emissions scenarios are as follows:

GHG Status	Assumptions ³	Compliance with Paris Accord	Confidence level: global surface warming exceeds 1.5 ⁰ C by 2100 ⁴	Confidence level: global surface warming exceeds 2.0 ⁰ C by 2100 ⁴
Status Quo or Current Emission Rates	Land use, population and economic growth, energy consumption, and emissions production continue at currently increasing rates.	No	Likely = High	Likely = High
Minor Reduction	Emissions double by 2060 then dramatically fall, but remain well above current levels. Population growth peaks around 10 billion. Energy consumption increases until 2060 then stabilizes. Oil consumption remains high and other sources play a smaller role than in the moderate and major reduction scenarios.	No	Likely = High	Likely = High
Moderate Reduction	Emissions peak around 2050 and at 50% more than 2000 levels, with a decline over 30 years to stabilize at half of than 2000 levels. In this scenario, total energy consumption is slightly higher than the major reduction emissions scenario but the sources are more diverse including renewables, nuclear power, and fossil fuels. Change in land use patterns include cropping and grassland area declines and increases in reforestation.	No	Likely = High	More likely than not = Medium

² Intergovernmental Panel on Climate Change. (2014). *Climate Change 2014: Synthesis Report. Contribution of Working Groups I, II and III to the Fifth Assessment Report of the Intergovernmental Panel on Climate Change* [Core Writing Team, R.K. Pachauri and L.A. Meyer (eds.)]. IPCC, Geneva, Switzerland, 151 pp.

³ Furphy, D. (2013) *What on earth is an RCP? A quick guide to the carbon dioxide emissions scenarios used by the IPCC Assessment Report 5*. Retrieved from <https://medium.com/@davidfurphy/what-on-earth-is-an-rcp-bbb206ddee26>

⁴ The italicized terms in the above statements have specific scientific meanings. A confidence rating is based on the level of evidence (robust, medium, and limited) and the degree of scientific agreement (high, medium, and low) a statement has. Combined these two factors create five confidence levels.

Major Reduction	Emissions peak by 2020 and all countries, developing and developed, initiate climate policies and concentrated actions to reduce fossil fuel reliance in the next few years. Global population increases to a peak of just over 9 billion and global economic growth is high. Oil use declines, but other fossil fuel uses increase offset by capture and storage of carbon dioxide. Renewable energy sources increase, but remain a lower percentage of the global energy mix.	Yes	Unlikely = Medium	Unlikely = Medium
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Looking Ahead: Climate Projections for Saskatoon

To paraphrase David Phillips, a senior Climatologist with Environment and Climate Change Canada, our country can expect warmer, wetter and wilder weather today and into the future. This attachment outlines general trends for Saskatoon under changing climate conditions. It is important to note that Saskatoon will continue to experience year-to-year weather variability and not all experienced weather will be “on-trend”.

Warmer

GHG Status	Saskatoon Temperature Change
Status Quo	+7 ⁰ C
Moderate Reduction	+3 ⁰ C
Major Reduction	+2 ⁰ C

In Saskatoon, average annual temperature rise is projected to increase by almost 7⁰ C by the end of the century under current emissions production rates as compared to the historical baseline from 1976-2005. Under the moderate emissions reduction scenario this increase shrinks to just over 3⁰ C. Under the major emissions reduction scenario, the increase in average annual temperature is lowered still to 1.9⁰ C above baseline.

Figure 1: Saskatoon’s average annual temperature change under status quo emissions, a moderate emissions reduction, and a major emissions reduction with analysis highlightsⁱ

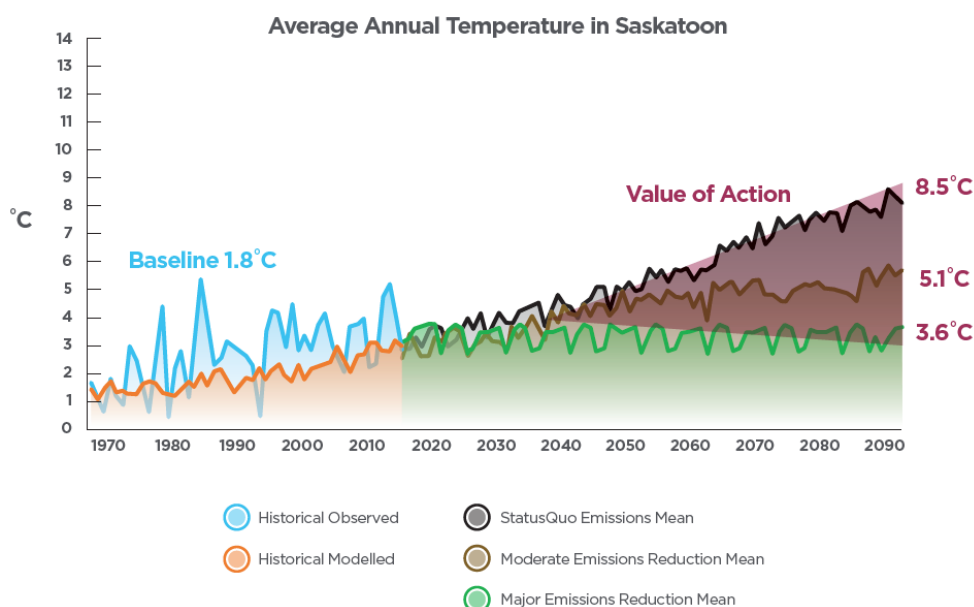


Figure 1 highlights the “value of action”. This concept outlines the relationship between emissions rates and adaptation. The higher the emissions rates are, the larger the

increase in average annual temperature will be and, in turn, the larger the increase in cost and magnitude of need for adaptive actions over the long term.

Other “warmer” impacts expected for Saskatoon under current emissions rates by 2100 include:

- A 130% increase in the number of days per year where the temperature reaches above 25⁰ C;
- A 511% increase in the number of days per year where the temperature reaches above 30⁰ C;
- A 242% increase in the number of growing degree days at base 15⁰ Cⁱⁱ; and
- A longer frost-free season (47 days per year longer on average).

(% value = [future mean data – baseline data]/baseline data x 100)

Wetter

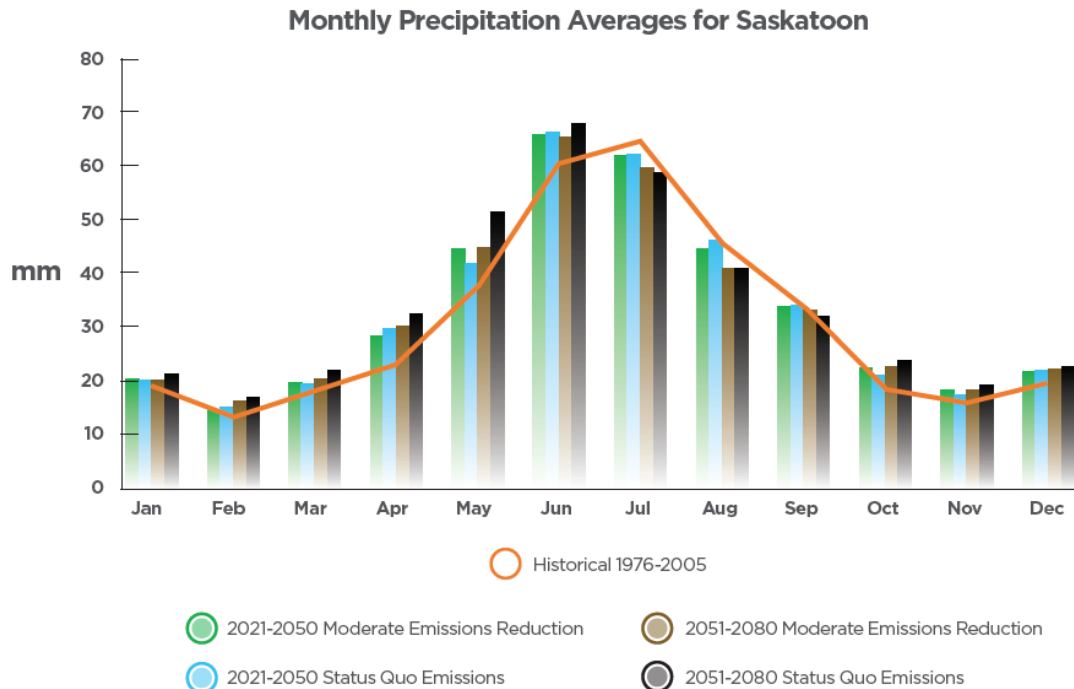
GHG Status	Saskatoon Average Annual Rainfall Change by 2100
Status Quo	+12%
Moderate Reduction	+7%
Major Reduction	+6%

Average Annual Rainfall

As an arid province, Saskatchewan will generally see smaller increases in average annual precipitation compared to other regions in Canada, even under changing climate conditions. Under current emissions rates, the projected increase in average annual precipitation in Saskatoon is approximately 12% by 2100ⁱⁱⁱ. Under the moderate emissions reduction scenario, the increase shrinks to 7.5% by 2100. Under the major emissions reduction scenario the increase 6%^{iv}.

In similar seasonal trends observed at the national level, Saskatoon will see a general shift in the timing of the majority of precipitation. Today is generally highest during the late spring and summer months. Under both current emissions rates and moderate reduction scenarios precipitation timing changes to earlier in the year^v.

Figure 2: Saskatoon’s average monthly precipitation change under status quo emissions and a moderate emissions reductions^{vi}



Analysis of Figure 2 results in the following statements:

- Under current emissions rates total precipitation from March to June will increase by roughly 24% by 2100.
- Under the moderate reduction scenario total precipitation from March to June increases by 16% by 2100.

Precipitation changes expected for the July, August, and September season by 2100 are as follows:

- 8% reduction under current emissions rates; and
- 7% reduction under moderate emissions rates.

Seasonal shifts in precipitation combined with generally warmer temperatures and more hot days will likely increase the risk of drought conditions for Saskatoon.

Heavy Rainfall Events

Under current emissions scenarios, rainfall projections for Saskatoon call for slight increases in heavy precipitation days (totalling 10 mm or 20 mm over 24 hours)ⁱⁱⁱ. Storm water system performance issues are generally due to the intensity of rain events. While 20 mm over 24 hours is not likely to cause flooding, 20 mm over 30 minutes will likely cause flooding issues. The likelihood of 1-in-10 year rain events (36.5 mm over 1 hour) is expected to increase by 13.4% from 2041 to 2070^{vii}. The City of Saskatoon's (City) storm water infrastructure design standards for new neighbourhoods, adopted in 1989, include streets as part of the "major system" which effectively handle run-off for up to a 1-in-100 year rain event. Storm water infrastructure in older neighbourhoods, however, was not developed to the same standards, and some neighbourhoods are

subject to flooding during lower intensity rain events. A Flood Control Strategy was approved in 2018 to add storm water capacity in ten areas that are subject to frequent flooding.

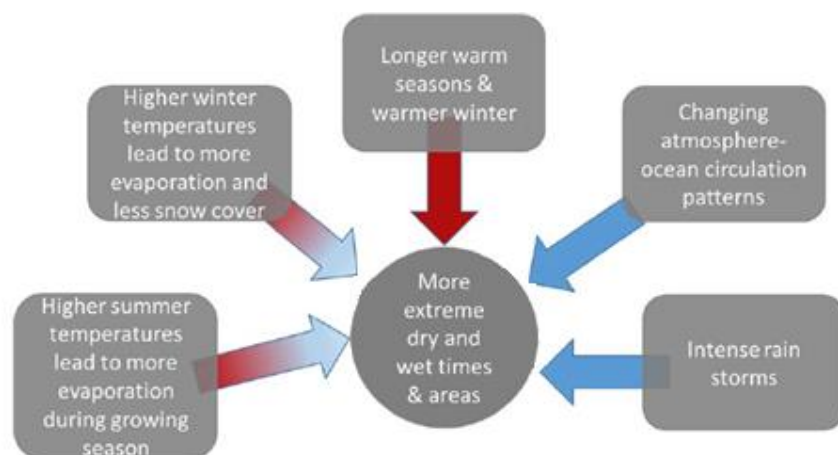
Saskatoon Water also has begun a project to refine climate projections regarding the intensity, duration, and frequency of rainfall events in Saskatoon. This action is one of the most common recommendations in municipal climate adaptation plans. The IDF Curve project will update current intensity, duration, and frequency information and explore the potential impacts to storm water design standards moving forward. The project is a joint venture between the City, the University of Saskatchewan, and Concordia University. Final results from the project are expected in 2020.

Wilder

Climate models are not yet able to reliably project changes in the occurrence rates for extreme weather events. As a result, formal extreme weather projections for Saskatoon are not present in this attachment. Instead, the discussion in this section focuses on observed trends and future risk projections.

Many climate scientists agree that warmer and wetter settings increase the likelihood of severe and extreme weather events, as the conditions that generate large and intense storms are present more frequently. Figure 3 outlines how relationship changing temperature and precipitation patterns can impact flooding and drought events.

Figure 3: Wet times become wetter and dry times become drier (used as adapted from Wheaton, Bonsal, and Wittrock, 2013^{viii} in Wittrock et al. 2018^{ix})



Extreme weather events (or natural hazards) such as drought, wildfire and flooding are part of Saskatchewan's history and can play a significant role in the economic prosperity of the region.

- The 2001-2002 drought caused a reduction in agricultural production of more than \$1.6 billion^{ix}.
- The forest fires in Saskatchewan in 2015 cost in excess of \$100 million, destroyed over 1.7 million hectares, and forced more than 10,000 people to evacuate their homes in northern communities^{ix}.

- Saskatchewan's Provincial Disaster Assistance Program (PDAP) expenditures have been rising since 2002 with costs ranging from \$10.4M to more than \$157M over the last ten years^x.
- In 2010, \$4.5M of PDAP assistance was paid to residents and businesses with flooding damages in Saskatoon alone^{xi}.

A 2018 report from the Saskatchewan Research Council completes a province-wide risk analysis of natural hazards in Saskatchewan^{ix}. Results from the report suggest changing climate conditions will slightly increase the risk of experiencing natural hazards throughout the province.

The insurance industry has additional evidence on wilder weather in Canada. Since 2008, the Insurance Bureau of Canada has reported an increase in annual claims related to extreme weather events of approximately 150% (\$400M to \$1B)^{xii}. Many local and national insurance providers started offering overland flooding protection products in 2015. New product availability is contributing to the increase in annual claims and total cost of claims nationally. New flood protection products are often “add-ons” for an additional cost which will increase the total amount of household and organization budget spent on insurance.

ⁱ Data used in Figure 1 is from Climate Atlas of Canada for “current emissions production rates” and “moderate reduction in emissions” scenarios; Data from Canadian Centre for Climate Services for the “major reduction in emissions” scenario.

ⁱⁱ Many insects and pests begin to thrive at this temperature.

ⁱⁱⁱ Projection data from the Climate Atlas of Canada.

^{iv} Projection data from the Canadian Centre for Climate Services.

^v Monthly precipitation projection data was not available from consulted sources for the “major reductions emissions scenario” therefore it is not included within this analysis.

^{vi} Data used for Figure 2 from the Climate Atlas of Canada. No “major emissions reduction” scenario data was available at the monthly rate from consulted sources at the time of reporting.

^{vii} As cited in Saskatoon Water's Flood Control Strategy: Hazards and Return on Investment. Increase in 1-in-10 Year daily extreme rainfall in Saskatoon at 25 km by 25 km scale is 13.4% from 2041 to 2070 based on an average from 21 Global Climate Models and Representative Concentration Pathway (RCP) 8.5 which assumes emissions continue to rise throughout the 21st century.

^{viii} Wheaton, E., Bonsal, B., and Wittrock, V. (2013). Possible future dry and wet extremes in Saskatchewan, Canada. Prepared for the Water Security Agency, Saskatchewan. Saskatchewan Research Council Publication No. 13462-1E13. Saskatoon, SK.

^{ix} Wittrock, V., Halliday, R. A, Corkal, D. R., Johnston, M., Wheaton, E., Lettvenuk, J., Stewart, I., Bonsal, B., and Geremia, M. (2018, December). Saskatchewan flood and natural hazard risk assessment. Prepared for Saskatchewan Ministry of Government Relations. Saskatchewan Research Council Publication No. 14113-2E18. Saskatoon, SK.

^x As cited in Prebble, P., Asmuss, M., Coxworth, A., and Halliday, B. (2018). “Prairie Resilience” is not enough. Retrieved from <http://environmentalsociety.ca/wp-content/uploads/2018/12/Prairie-Resilience-Is-Not-Enough-Full-Report-Final.pdf> PDAP statistics citation #48.

^{xi} Saskatoon Water. (2018). Flood control strategy: Hazards and return on investment.

^{xii} Hodgson, G. (2018, May 15). The costs of climate change are rising. Retrieved from <https://www.theglobeandmail.com/business/commentary/article-the-costs-of-climate-change-are-rising/>

Climate Risk and Civic Operations

Collaborative risk analysis workshops were held throughout February 2019. City of Saskatoon (City) staff were present from a diverse set of internal expertise areas. The risk ranking protocol used by the Administration came from ICLEI Canada¹. Given the internal scope of the Corporate Climate Adaptation project, items within the risk analysis focus on service areas the City currently has responsibility for.

Risk Analysis

The intent of the risk assessment is to connect each of the climate change impacts on civic operations with estimated consequence severity and likelihood of occurrence over the next 25 years through the Overall Risk Level (ORL)². The ORL has a four point scale: high, medium, low, and very low.

Overall Risk Level – 4 Point Scale	
High	<ul style="list-style-type: none"> Consequences: “Major to Catastrophic” - Service area functionality would get worse and/or become unmanageable. Significant (\$\$\$\$) and/or substantial (\$\$\$\$) staff and cost interventions would be required for correction. Likelihood: “Likely to Almost Certain” – Event should occur about once per year and/or could occur multiple times per year.
Medium	<ul style="list-style-type: none"> Consequences: “Minor to Major” – Service area functionality could stay the same or become worse. Slight (\$\$) to significant (\$\$\$\$) staff and cost interventions would be required for correction. Likelihood: “Possible to Almost Certain” – Event should occur once every ten years and/or could occur multiple times per year.
Low	<ul style="list-style-type: none"> Consequences: “Minor to Moderate” – Service area functionality could stay the same or become slightly worse. Slight (\$\$) to some (\$\$\$) staff and cost interventions would be required for correction. Likelihood: “Unlikely to Likely” – Event could occur once in the next 10 to 25 years and/or about once per year.
Very Low	<ul style="list-style-type: none"> Consequences: “Insignificant to Moderate” – Service and functionality will stay the same or become slightly worse. Little (\$) to some (\$\$\$) staff and cost interventions would be required for correction. Likelihood: “Rare to Unlikely” – Event only occurs in exceptional circumstances within the next 25 years and/or could occur once in the next 10 to 25 years.

¹ ICLEI Canada. (2018). 5 Milestone Framework for Municipal Climate Adaptation. Retrieved from <http://www.icleicanada.org/resources/item/79-adaptation-methodology>

² The risk analysis presented does not consider “perfect storm scenarios” or “risk velocity”. Perfect storm scenarios are those where a number of events considered ‘rare’ and having ‘catastrophic’ consequences occur together. Risk velocity adds a third dimension to traditional approaches and tracks “the speed at which exposure can impact an organization”. Siew Quan, N.G. and Chiang, A. (2017). Risk management at the speed of business.

Figure 1: Ranked Risk Analysis Results

Rank	Climate Change Driver	Impact on Civic Operations	Overall Risk Level
1	Warmer	Increased demand on the water and waste water utility and delivery system	High
2	Warmer	Increased heat stress on plants and the urban forest	
3	Wetter	Increased demand on the storm water management system	
4	Wilder	Increased demand on the power utility and delivery system under highly variable and extreme conditions	
5	Warmer	Reductions in plant health overall and winter survival rates due to increasingly frequent freeze-thaw cycles	
6	Wilder	Increased stress on vulnerable populations in increasingly frequent heat waves, severe cold snaps, and declining air quality scenarios	Medium
7	Warmer	Increased heat stress for outdoor workers	
8	Warmer	Increases in vector borne diseases or illnesses due to increases in pest populations and diversity of species	
9	Wilder	Increased presence of conditions that can create convective summer storms (i.e. tornados, hail, strong plough winds and severe thunderstorms)	
10	Warmer	Loss of plant and urban wildlife diversity due to heat stress, water availability reductions and habitat losses	
11	Wetter	Severe heavy precipitation events could overwhelm the storm water management system and cause water to infiltrate the sanitary sewer system causing health concerns, property damage, environmental damage, and regulatory fines or consequences including and up to prosecution	
12	Wilder	Added stress on those without access to (or appropriately sized) heating, cooling and ventilation systems under more variable and extreme weather conditions	
13	Warmer	Drought conditions	
14	Wetter	Increased demand for civic staff and equipment to manage spring drainage challenges	
15	Warmer	Increased loss of plant and tree species due to larger and more diverse pest populations	
16	Warmer	Longer annual operation and maintenance periods for outdoor pools, golf courses, the Saskatoon Forestry Farm Park and Zoo, campgrounds, parks, green spaces, public lands, and right of way areas	
17	Wilder	Increased absenteeism and lower staff productivity due to heat waves, severe cold snaps, and declining air quality	
18	Wetter	Increased need for roadway and sidewalk salt and sanding due to increasingly frequent freezing rain or safe citizen mobility may be compromised	
19	Warmer	Increased instances of freezing rain can create challenges for tree limb stability and power line functionality	
20	Wetter	Public and private property damage due to overland flooding due to heavy precipitation events	Low
21	Warmer	Increased demand for Saskatoon Fire Department services in fighting grass, forest, brush fires in and around the municipality	
22	Warmer	Increased cost to maintain winter spaces in warmer weather (i.e. ice rinks, ski trails, Optimist Hill, etc.)	
23	Wetter	Increased demand for civic staff to respond to precipitation events (i.e. manage flooded intersections/roadways, address manhole cover displacements, operations when responding to severe precipitation events, etc.)	

Figure 1: Ranked risk analysis results (continued)

24	<i>Wetter</i>	Increased opportunity for mosquito and other water-borne pests to thrive in standing water	Low
25	<i>Warmer</i>	Potential need for alternative locations for outdoor playground programming with the frequency of daily temperatures reaching 30°C and higher more often	
26	<i>Warmer</i>	Increased risk of heart attack and heart disease in vulnerable populations	
27	<i>Wilder</i>	Increases in calls for civic tax dollar support for those suffering property damage due to wind and rain event related infrastructure failures	
28	<i>Wetter</i>	Improved drainage planning and standards may be required to support park, public space, and sport field use more quickly after heavy rain events	
29	<i>Wilder</i>	Risk of revenue loss if civic buildings are impacted by increasingly frequent and extreme storms	
30	<i>Wilder</i>	Increased fleet and facility operation costs due to more frequent use of (and change in) air conditioning and heating needs especially in fringe seasons	
31	<i>Wilder</i>	Increases in use of leisure centres and sports complexes for persons displaced/evacuated from their home communities due to extreme weather events and/or natural hazards	
32	<i>Wilder</i>	Increased need for inspection and clean-up services "post-storm"	
33	<i>Warmer</i>	Reduced availability of water resources impacting quality and cost of water treatment	
34	<i>Wilder</i>	Increased presence of conditions that can create severe winter storms, freezing rain, and blizzard conditions	
35	<i>Wilder</i>	Forest, bush and grass fire conditions are present more often	
36	<i>Warmer</i>	Increased rate of deterioration for built (grey) infrastructure due to increases in freeze-thaw cycles	
37	<i>Warmer</i>	Increased percentage of household and business dollars going to cover health and heating/cooling costs	
38	<i>Wetter</i>	Slope stability concerns around river valley	
39	<i>Wilder</i>	Increase in civic building insurance costs	
40	<i>Warmer</i>	Reductions in soil health	
41	<i>Wilder</i>	Reduced availability of goods and services procured from regions experiencing sea level rise challenges or transportation network outages due to extreme weather events	
42	<i>Warmer</i>	Increased demand all emergency services as instances of violence increase with temperature rise	
43	<i>Wilder</i>	Loss of critical infrastructure or civic service delivery ability (power, water, sewer, transit, etc.)	
44	<i>Warmer</i>	Reduction in local food production capacity under extreme heat and dry conditions	
45	<i>Wetter</i>	Ground water level and frost line changes impacting the continued stability and depth of burial for subsurface assets (i.e. water lines, sanitary sewer lines, and other utilities)	Very Low
46	<i>Wetter</i>	High river levels creating water seepage into waste water treatment plant through storm water outfalls	
47	<i>Wetter</i>	Public and private property damage due to riverine flooding from heavy precipitation and/or early/intense mountain runoff	

Analysis of the results highlight the importance of heat strategies into the future as the majority of high and medium risks are driven by warmer overall temperatures and more frequent extreme heat.

April 23, 2019

City Council Meeting April 29, 2019

His Worship Mayor Clark and Members of City Council:

**Re: Climate Change Projections and Possible Impacts for Saskatoon –
Feedback (File No. CK. 375-5)**

On April 1, 2019 the Standing Policy Committee on Environment, Utilities & Corporate Services resolved that the report Climate Change Projections and Possible Impacts for Saskatoon be forwarded to the Saskatoon Environmental Advisory Committee (SEAC) for feedback. On April 11, 2019 SEAC received a presentation from Administration, discussed the report, and resolved to have the SEAC Greenhouse Gas Subcommittee draft feedback ahead of the April 29, 2019 City Council meeting.

Climate change adaptation planning is an obligation to the Global Covenant of Mayors for Climate and Energy. Overall, SEAC is encouraged to see work progressing on this requirement and appreciate the approach taken thus far. The work is comprehensive in its summary of the impacts that climate change could have on Saskatoon, and it follows best practice methodology for assessing the associated risks.

Below are our key findings and we look forward to continuing to engage on this matter as a key part of Saskatoon's Climate Strategy.

1. Ensure clear segregation of climate mitigation and adaptation

This report clearly defines the difference between climate change **mitigation** (reducing emissions to stabilize global climate) and **adaptation** (addressing the impacts of existing and future local climate change), and while they may be integrated, their purpose is distinctly different. As an example, a mitigation action would be to improve access to public transit and active transportation so people can get where they need using less fuel; whereas an adaptation action would be to improve drainage systems to prevent and control potential flooding caused by wetter, wilder, warmer weather.

Because the words are similar and often discussed together, it is easy for the general public to confuse these two concepts. However, the distinction between the two is critically important for Administration, Council, and the public to understand. Council will not be able to prioritize one area over the other in the "environment" category, and rather, will need to progress both in order to ensure a sustainable Saskatoon. The primary purpose of decisions will need to be clear, while maintaining a lens of the "triple bottom line". It is very important that in messaging to the public and within the

Administration and Council, the two issues of adaptation and mitigation be communicated separately.

2. Ensure low likelihood, high consequence events are captured

SEAC is concerned that this report does not comprehensively capture potentially high consequence, low likelihood events. These are important to consider as they could plausibly lead to significant, worst-case impacts for Saskatoon. **Figure 1** combines high likelihood and consequence events, and while useful for presentation, will not allow Council to fully understand the events identified. Upon review, SEAC felt that the events captured in **Figure 1** were mostly high likelihood, meaning there may be some higher consequence items that have been missed. As an example, there could be a risk of multi-year drought that leaves the South Saskatchewan River unsustainable as a drinking water source (similar to what occurred in Cape Town, SA in 2018) – a plausible, low likelihood event that would have crippling impacts. It is critical that Administration challenge its thinking to paint a worst-case scenario for Saskatoon to ensure appropriate contingency planning can occur. The intent is not to create anxiety over low likelihood events, but rather to ensure Council and the community is fully informed of the conceivable impacts to Saskatoon.

3. Ensure indirect impacts of climate change are considered

The “**warmer, wetter, wilder**” framework is a valid model to identify the direct impacts of Climate Change to Saskatoon. However, this report does not appear to consider the **indirect impacts of climate change** to civic operations. The Intergovernmental Panel on Climate Change (IPCC) recognizes the socioeconomic impacts of climate change, including mass migration away from low lying areas, risk of food and drinking water insecurity, and loss of rural livelihoods due to changing agriculture.¹ This report does not appear to include the flow-on risks of these potential impacts – for example, what would a fundamental shift in agriculture do to Saskatoon? How would rapid migration from coastal countries/areas to an inland city impact Civic services? The full landscape of change Saskatoon may undergo (both risk and opportunity) is important to consider to ensure that adequate plans and contingencies are in place.

4. Highlights the importance of Green Infrastructure planning

Many of the risks noted in **Figure 1** relate to the impacts to our physical environment and infrastructure, such as heat stress on people and plants and increased pressure on storm management systems. Many of these risks can be reduced or prevented through implementation of the Green Strategy, such as integrating storm water management, natural areas protection, and land use planning. As an example, Saskatoon could require development practices to increase the use of drought-tolerant landscaping and natural water capture systems to prepare for the future and reduce storm drain

1. IPCC, Climate Change 2014 Impacts, Adaptation, and Vulnerability, Summary for Policymakers. https://www.ipcc.ch/site/assets/uploads/2018/02/ar5_wgII_spm_en.pdf

infrastructure costs (nature is much more effective at collecting and storing water than roadways and storm drain systems). The Green Strategy plays a dual role in supporting Saskatoon's adaptation, while increasing mitigation through carbon sinks. SEAC looks forward to reviewing the Green Strategy intended for release in May.

5. Ensure clear link to community-wide adaptation strategy

This report only considers the impact to Civic Operations. While SEAC understands the distinction between the Community and Corporate lens, it is also important to ensure these reports are founded on the same narrative of risk events. For example, the narrative around changes in food security would have both community and corporate implications, and the interconnection between these will be strong. It is important that both are considered when planning for a sustainable Saskatoon in light of climate change impacts. This report should be reviewed once the full Community report is complete to ensure consistency.

6. Ensure impacts are specific and relatable for public education

Various sources have tried different ways to describe what our changing climate may look like in the future. This report uses percent changes in numbers of hot or cold days; however, that will be difficult for the general public to understand. Rather, we suggest using actual numbers instead of comparative change, or drawing parallels to other geographies (e.g. Saskatoon's climate will be similar to Wisconsin) may be more relatable for residents.

The report uses the phrase "status quo" to refer to our current trajectory. This phrase may mask the huge changes we can expect to see over the next years and decades, and the compounding impacts of inaction. The phrase "business as usual" is clearer to demonstrate that it is only our practices that remain unchanged, not the climate.

The Committee respectfully requests the above matter be considered at the April 29, 2019 meeting of City Council and also respectfully requests to speak.

Yours truly,



for **Sara Harrison, Chair**
Saskatoon Environmental Advisory Committee



STANDING POLICY COMMITTEE ON ENVIRONMENT, UTILITIES & CORPORATE SERVICES

Request for Sanitary Sewer Charge Exemption – OSP Community Development Corporation

Recommendation of the Committee

1. That the request for sanitary sewer charge exemption for OSP Community Development Corporation, 2610 St. Henry Avenue, Saskatoon, Saskatchewan, be approved; and
2. That the Director of Corporate Financial Services be requested to remove the sanitary sewer charge from the above applicant's Utility Bill for water meter #106682, retroactive to the date of the water meter installation January 3, 2019.

History

At the April 1, 2019 Standing Policy Committee on Environment, Utilities & Corporate Services meeting, a report from the, A/General Manager, Utilities & Environment dated April 1, 2019 was considered.

Attachment

April 1, 2019 report of the A/General Manager, Utilities & Environment.

Request for Sanitary Sewer Charge Exemption – OSP Community Development Corporation

Recommendation

That the Standing Policy Committee on Environment, Utilities and Corporate Services recommend to City Council:

1. That the request for sanitary sewer charge exemption for OSP Community Development Corporation, 2610 St. Henry Avenue, Saskatoon, Saskatchewan, be approved; and
2. That the Director of Corporate Financial Services be requested to remove the sanitary sewer charge from the above applicant's Utility Bill for water meter #106682, retroactive to the date of the water meter installation, January 3, 2019.

Topic and Purpose

The purpose of this report is to obtain City Council approval for a sanitary sewer charge exemption.

Report Highlights

1. A request for sanitary sewer charge exemption was received from OSP Community Development Corporation on January 3, 2019.
2. On-site investigation by Saskatoon Water Meter Shop staff confirmed a dedicated water source not returning to the sewer system.
3. The application complies with Bylaw No. 9466, The Sewage Use Bylaw, 2017.

Strategic Goal

This report supports the Strategic Goal of Economic Diversity and Prosperity by creating a business-friendly environment where the economy is diverse and builds on the city and region's competitive strength and by establishing fees and permits that are competitive with other jurisdictions.

Background

Customers that have a dedicated water service connection to provide water that does not return to the sanitary sewer system may apply for a sanitary sewer charge exemption, as per Bylaw No. 9466, The Sewage Use Bylaw, 2017, which states:

“Adjustment for Water Not Discharged to Sanitary Sewer System

60. (1) If a substantial portion of the water purchased by a person is not discharged to the sanitary sewer system, the person may apply to the City for an appropriate adjustment in the sewer service charge.”

Report

Exemption Request

The Administration has received a request from OSP Community Development Corporation for an exemption from the sanitary sewer charge on their Utility Bill. An investigation by the Saskatoon Water Meter Shop staff determined that the water supplied through water meter #106682 is used specifically for the snow making equipment at Optimist Hill and therefore is not discharging to the sanitary sewer system. The Administration recommends that OSP Community Development Corporation receive an exemption from the sanitary sewer charge for water meter #106682, retroactive to the date of the water meter installation, January 3, 2019.

Bylaw Compliance

The request for a sanitary sewer charge exemption from OSP Community Development Corporation complies with Bylaw No. 9466, The Sewer Use Bylaw, 2017, which allows for a sewer service charge adjustment where a substantial portion of the water purchased by a customer is not returned to the sanitary sewer system of the City.

Financial Implications

There will be a minimal impact on the Wastewater Revenue.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

Upon approval, the sanitary sewer charge exemption will be effective January 3, 2019.

Public Notice

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

Report Approval

Written by:	Fred Goodman, Meter Shop Superintendent, Saskatoon Water
Reviewed by:	Reid Corbett, Director of Saskatoon Water
Approved by:	Trevor Bell, Acting General Manager, Utilities & Environment Department

Admin Report - Request for Sanitary Sewer Charge Exemption – OSP Community Development Corporation.docx



STANDING POLICY COMMITTEE ON TRANSPORTATION

2018 Annual Report and 2019 Work Plan - Saskatoon Accessibility Advisory Committee

Recommendation of the Committee

That the 2018 Annual Report and 2019 Work Plan of the Saskatoon Accessibility Advisory Committee be received as information.

History

At the April 1, 2019 Standing Policy Committee on Transportation meeting, the 2018 Annual Report and 2019 Work Plan of the Saskatoon Accessibility Advisory Committee was considered.

Attachment

2018 Annual Report and 2019 Work Plan – Saskatoon Accessibility Advisory Committee



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222 3rd Avenue North
Saskatoon SK S7K 0J5

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ANNUAL REPORT AND WORK PLAN

March 8, 2019

Secretary, Standing Policy Committee on Transportation

**Re: 2018 Annual Report and 2019 Work Plan – Saskatoon Accessibility
Advisory Committee
(File No. CK. 430-1)**

The mandate of the Saskatoon Accessibility Advisory Committee (the Committee) is to provide advice on matters relating to promoting universal accessibility to ensure that the City of Saskatoon's services, facilities and infrastructure are barrier-free for citizens of all abilities.

The Committee provides guidance on a variety of topics including:

- ensuring that City of Saskatoon services, information, facilities and infrastructure are accessible for citizens of all abilities;
- policies and programs for improving accessibility to City services, information, facilities, infrastructure, and employment opportunities

Committee Membership

Membership on the Committee for the year 2018 was as follows:

- Councillor B. Dubois
- Councillor H. Gough
- Mr. J. D. McNabb
- Ms. C. Warlow
- Ms. M. Baxter
- Ms. P. Funk
- Ms. G. Kozlow
- Mr. B. Lehne
- Director of Recreation and Community Development L. Lacroix
- Director of Facilities Management T. LaFreniere

The 2019 membership on the Committee is as follows:

- Ms. J. Adamson - Public
- Ms. P. Funk - Public
- Ms. S. Haines - Public
- Ms. G. Kozlow - Public
- Mr. B. Lehne - Public
- Mr. J. D. McNabb - Public
- Ms. D. Mack - Vision Loss Rehabilitation Saskatchewan
- Ms. M. Montgomery - Saskatoon Council on Aging
- Ms. L. Scott - Spinal Cord Injury Saskatchewan
- Ms. C. Warlow - Public
- Ms. C. Wisser - North Saskatchewan Independent Living Centre
- Ms. A. Websdale - Saskatoon Deaf and Hard of Hearing Services

Work Plan Goals and Accomplishments

The Saskatoon Accessibility Advisory Committee, in consultation with the Administration, had to defer the launch of the project to review the progress made on the implementation of the Accessibility Action Plan over the past years. This project will move forward in the future and will be directly linked to the areas of focus as identified at the Advisory Committee's strategic planning session that was held in 2018. Many areas were identified however the matter was deferred to 2019 to include additional matters brought forward with the additional agency representation.

Appendix 1 provides a summary of key topics and resolutions by meeting, and Appendix 2 provides a summary of 2018 expenditures.

2018 Reports and Communications

Matters Referred by SPC or City Council

1. Review of Sidewalk Café and Parking Patio Program - File No. CK. 4350-017-001. The Standing Policy Committee on Planning, Development and Community Services resolved that the Administration review and report back on various distance options for pedestrian passageways, including 1.5 metres, 1.8 metres and 2 metres and what flexibility around these could look like and consult with the Saskatoon Accessibility Advisory Committee with respect to the matter. The Committee drafted a letter to the Administration recommending their preferred distance option.
2. Saskatoon Transit 2017 Annual Report [Files CK 430-17 and TR 7301-01] The Standing Policy Committee on Transportation at its meeting received a report regarding the Saskatoon Transit 2017 Annual Report. This report was forwarded to the Committee for information.

3. Levy to Support Accessible Taxi Services [File No. CK. 7000-1] City Council at its meeting on September 24, 2018 resolved that a copy of the Administrative report called 'Levy to Support Accessible Taxi Services' be forwarded to the Committee for feedback prior to the future reading of stand-alone Transportation Network Company Bylaw. The Committee reviewed the matter at the October 12, 2019 meeting and provided feedback.

Reports/Recommendations Submitted to City Council:

1. There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

Reports/Recommendations Submitted to the Standing Policy Committee on Finance:

1. Wheel Chair and Accessibility Ramp Construction [File No. 6220-1] The Committee considered a letter of Randy Pshebylo, Riversdale BID on January 12, 2018. The Committee resolved that the Committee write a letter to the Standing Policy Committee on Finance recommending that the Administration report back considering policy and program options available to promote permanent accessibility improvements to buildings along major corridors with particular attention to heritage buildings.
2. Accessibility at the Persephone Theatre and Remai Modern Art Gallery of Saskatchewan [File No. CK. 620-5]. The Committee considered a letter of Dennis Johnson on February 9, 2018. The Committee resolved that the Committee write a letter to the Standing Policy Committee on Finance recommending that the Administration evaluate the area between the Remai Art Gallery and the Persephone Theatre for better, permanent accessibility, while addressing the concerns related to parking, appropriateness, safety and risk.
3. Accessibility for People with Disabilities [File No. 150-1] The Committee considered a letter from Debbie Windsor on May 11, 2018. The Committee resolved that this matter be forwarded to the Standing Policy Committee on Finance recommending that the Administration report back to the Saskatoon Accessibility Committee on the matters addressed by the speaker related to:
 - a. City of Saskatoon's hiring practices related to hiring persons with disabilities;
 - b. Implementation of the revised National Building Code as it relates to accessibility; and
 - c. Improvements to Saskatoon Transit as it relates to accessibility.
4. Saskatoon and Rick Hansen Foundation [File No. CK. 225-70] The Committee received a presentation on September 14, 2018 from the Rick Hansen Foundation and wrote a letter to the Standing Policy Committee forwarding the information.

Reports/Recommendations Submitted to the Governance and Priority Committee:

1. There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

Communication by Committee Representatives (Chair, Vice-Chair, or designate) to the local media:

1. There were no matters communicated by Chair, Vice-Chair or designate to the local media for 2018.

Work Plan for 2019

In 2019, Committee will:

- Provide advice to City Council with respect to:
 - Visual Barriers at Full Destination Playgrounds and Paddling Pools;
 - Accessibility of Walk Buttons ;
 - Consideration of bus routes from key locations (eg. senior facilities) to destination centres (shopping malls, etc);
 - Location of bus stops in relation to shopping centres (eg. big box locations); and
 - Review the minimal requirements of Building Permits to provide advice on best practices for all disabilities;
- Develop sensitivity and accessibility awareness educational material and provide a public education session relating to disabilities;
- Request an update to the 2012 Facility Accessible Design Standards Draft document and also have it approved through City Council;
- Request update on the amount of Audible Signals that have been fitted/retrofitted and information on criteria for audible signal placement;
- Request for a formal review of the 2008 Action plan on Accessibility and have a 5 to 10 year action plan to be created.

ATTACHMENTS

1. Appendix 1 – 2018 Meeting Summary
2. Appendix 2 – 2018 Expenditures

Yours truly,

A handwritten signature in blue ink, appearing to read 'JD McNabb', is written over a horizontal line.

JD McNabb
Chair
Saskatoon Accessibility Advisory Committee

Appendix 1 – 2018 Meeting Summary – Key Topics and Resolutions

Meeting	Summary – Key Topics and Resolutions
January	<ul style="list-style-type: none"> - JD McNabb was appointed Chair and Collette Warlow was appointed as Vice Chair. - Wheelchair and Accessibility Ramp Construction – Committee sent a letter to the Standing Policy Committee on Finance. - Complete Street Design and Policy Guide was reviewed.
February	<ul style="list-style-type: none"> - Accessibility at the Persephone Theatre and Remai Modern Art Gallery of Saskatchewan was discussed and letter was forwarded to the Standing Policy Committee on Finance - Saskatoon Transit – Accessibility Customer Service – Committee discussed a letter. The matter was deemed resolved. - Engagement opportunities were discussed related to the curbside waste collection - Access Transit provided an update
March	<ul style="list-style-type: none"> - Strategic Planning Session was deferred. - Access Transit provided an update
April	<ul style="list-style-type: none"> - Annual report was approved - Darrell Seib, SHRC presented to the Committee - Review of Sidewalk Café and parking Program – Committee provided feedback - Access Transit provided an update - Strategic Planning Session was deferred.
May	<ul style="list-style-type: none"> - Accessibility for People with Disabilities. Debbie Windsor spoke to the Committee. A letter was forwarded to the Standing Policy Committee on Finance. - Draft Terms of Reference – A draft was presented. The Committee provided their feedback to the Core Committee. - Proposed Changes to the Parking for Disabled Persons – Changes to the program were presented. Information was received. - Bicycle Bylaw Update – Committee provided feedback. - Saskatoon Transit 2017 Annual Report – received as information. - Strategic Planning Session
June	<ul style="list-style-type: none"> - Access Transit provided an update - Accessibility at the Persephone Theatre and Remai Modern Art Gallery of Saskatchewan – A follow up report was received. The information was received.

September	<ul style="list-style-type: none"> - Strategic Planning Session – Committee deferred finalizing the priorities to 2019. - Rick Hansen Foundation – Presentation received. Committed forwarded a letter and information to the Standing Policy Committee on Finance. - Access Transit provided an update - Snow Removal Update was provided by Administration. - Terms of Reference – Approved terms were provided.
October	<ul style="list-style-type: none"> - Access Transit provided an update - Levy to Support Accessible Taxi Services – Letter was forwarded to the Standing Policy Committee on Finance providing feedback.
November	Quorum was not present; therefore the meeting did not proceed.

Appendix 2 – 2018 Expenditure

Date	Description	Amount
1-1-2018	Opening Balance	0
12-31-2018	Closing Balance	0
	Total	0

There were no expenditures for the Saskatoon Accessibility Advisory Committee in 2018.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Sid Buckwold Bridge and Ramps Rehabilitation Update

Recommendation of the Committee

That the report of the General Manager, Transportation & Construction Department dated April 1, 2019, be received as information.

History

At the April 1, 2019 Standing Policy Committee on Transportation meeting, a report of the General Manager, Transportation & Construction dated April 1, 2019 was considered.

Attachment

April 1, 2019 report of the General Manager, Transportation & Construction

Sid Buckwold Bridge and Ramps Rehabilitation Update

Recommendation

That the report of the General Manager, Transportation & Construction Department dated April 1, 2019, be received as information.

Topic and Purpose

The purpose of this report is to provide information on the rehabilitation of the Sid Buckwold Bridge and Idylwyld Drive/1st Avenue South ramp structures during the 2019 and 2020 construction seasons.

Report Highlights

1. The Sid Buckwold Bridge and Idylwyld Drive/1st Avenue South ramps rehabilitation project is planned for the 2019 and 2020 construction seasons.
2. Allan Construction has been awarded the contract which allows extended work hours and includes a site rental to ensure the project is delivered in the most efficient and effective manner.
3. The Sid Buckwold Bridge will maintain two-way traffic for the duration of construction, with three lanes open to traffic during each phase of construction.
4. The preliminary traffic assessment identified high-level congestion points and impacts along the route and mitigation strategies to signal timings and traffic movements will be implemented to minimize the project impacts.
5. A communications plan has been developed to educate citizens about the necessity of the rehabilitation, project details, and traffic impacts.

Strategic Goal

This report supports the Strategic Goal of Asset and Financial Sustainability as measures are being taken to ensure City bridge assets are well-managed and well-maintained.

Background

The Sid Buckwold Bridge is a post-tensioned concrete girder bridge originally constructed in 1965. Rehabilitation of the structure was planned based on findings and recommendations from the City of Saskatoon (City) inspection and deck testing program.

The Idylwyld Drive/1st Avenue South ramps were recommended for rehabilitation within five-to-ten years. Due to the proximity in timing, the City included the ramp rehabilitation with the Sid Buckwold Bridge rehabilitation for economies of scale and to reduce future traffic impact to residents. Combining the projects ensures three major rehabilitations on the same route do not occur separately over multiple years.

At its meeting held on November 28, 2016, City Council approved the Award of Engineering Services to Stantec Consulting Ltd. for completion of design and construction services for the rehabilitation of the Sid Buckwold Bridge and Idylwyld Drive/1st Avenue South ramps.

Report

The Administration tendered the Sid Buckwold Bridge and Idylwyld Drive/1st Avenue South ramps rehabilitation project publicly on SaskTenders in December 2018. The project was awarded to the lowest qualified bidder, Allan Construction. Rehabilitation work will occur on the three structures during the 2019 and 2020 construction seasons.

The main components of the work for this project include:

- Bridge deck rehabilitation, including concrete repairs, new waterproofing membranes and new deck surfaces;
- Upgrades to all traffic barriers;
- Surface drainage improvements to reduce hydroplaning and splashing; and
- Widening of the Sid Buckwold Bridge walkway.

The rehabilitation work will be performed in two phases in order to maintain two-way traffic for the duration of the project, with three lanes open to traffic during each phase of construction.

- Phase 1 will include two northbound lanes and one southbound lane of traffic.
- Phase 2 will include two southbound lanes and one northbound lane of traffic.

Traffic flow and phasing diagrams are shown in Attachments 1 and 2. Additional information on scope breakdown and phasing is provided in Attachment 3.

A preliminary traffic assessment was completed to evaluate the impacts of the traffic restrictions. The preliminary traffic assessment identified congestion points and impacts along the route, primarily at the 20th street intersections. The City's Transportation division will be finalizing the model and implementing mitigation strategies to signal timings and traffic movements to minimize the identified impacts. A communications plan is being implemented that will help educate commuters about the traffic impacts and mitigation strategies they can implement to help reduce any potential traffic congestion.

Public and/or Stakeholder Involvement

The Administration has been working with internal stakeholders during the planning stages and will continue to do so throughout the project. External stakeholder and public information sessions were coordinated prior to construction to allow stakeholders to learn more about the project, ask questions, and discuss potential concerns.

Communication Plan

A detailed communications plan has been developed for the Sid Buckwold Bridge and Idylwyld Drive/1st Avenue South ramps rehabilitation project. The communications plan is being implemented in stages to educate the public and stakeholders about the

necessity of the rehabilitations, project details, and the traffic impacts. Communications will occur prior to the project commencing, throughout construction, and once the project is complete. Communication tools include a marketing campaign, news releases, social media messaging, advertisements, information on the City website, and signage along traffic routes. Communications for this project will also integrate into the overall Building Better Roads initiative.

Financial Implications

The budgets were approved in the 2019 Capital Budget and have sufficient funding designated for construction supervision, and construction required for the Sid Buckwold Bridge and ramps rehabilitation.

Environmental Implications

The recommendations will result in consumption of resources and associated generation of greenhouse gas emissions, once construction proceeds. The overall impact on greenhouse gas emissions is not known at this time.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

In addition to the communications plan, the Administration will provide further reports for information after Phase 1 and prior to the 2020 construction season work.

Public Notice

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

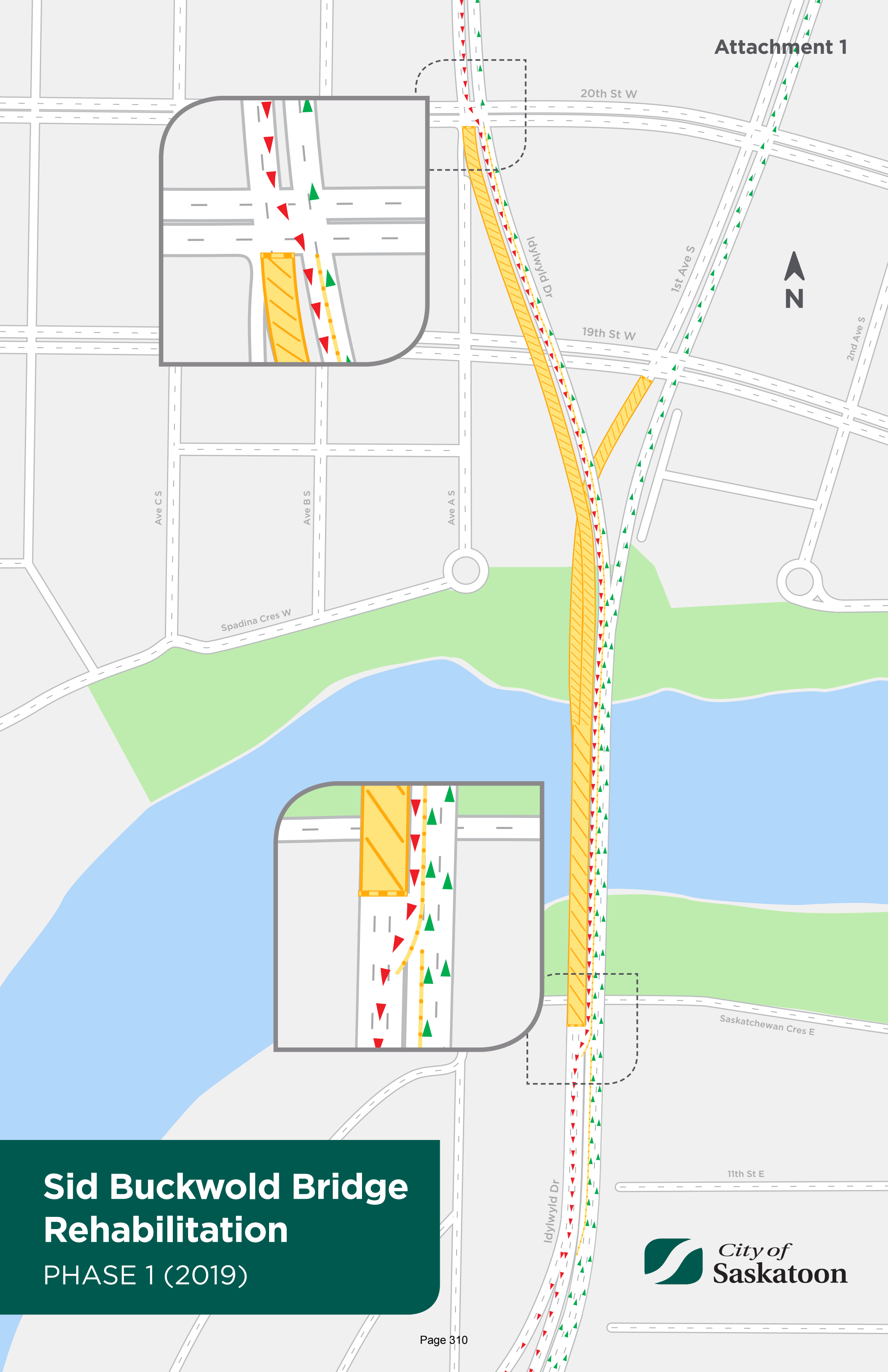
Attachments

1. Sid Buckwold Bridge Rehabilitation – Phase 1 (2019) & Phase 2 (2020)
2. Sid Buckwold Bridge Rehabilitation – Construction Sequence
3. Scope of Work

Report Approval

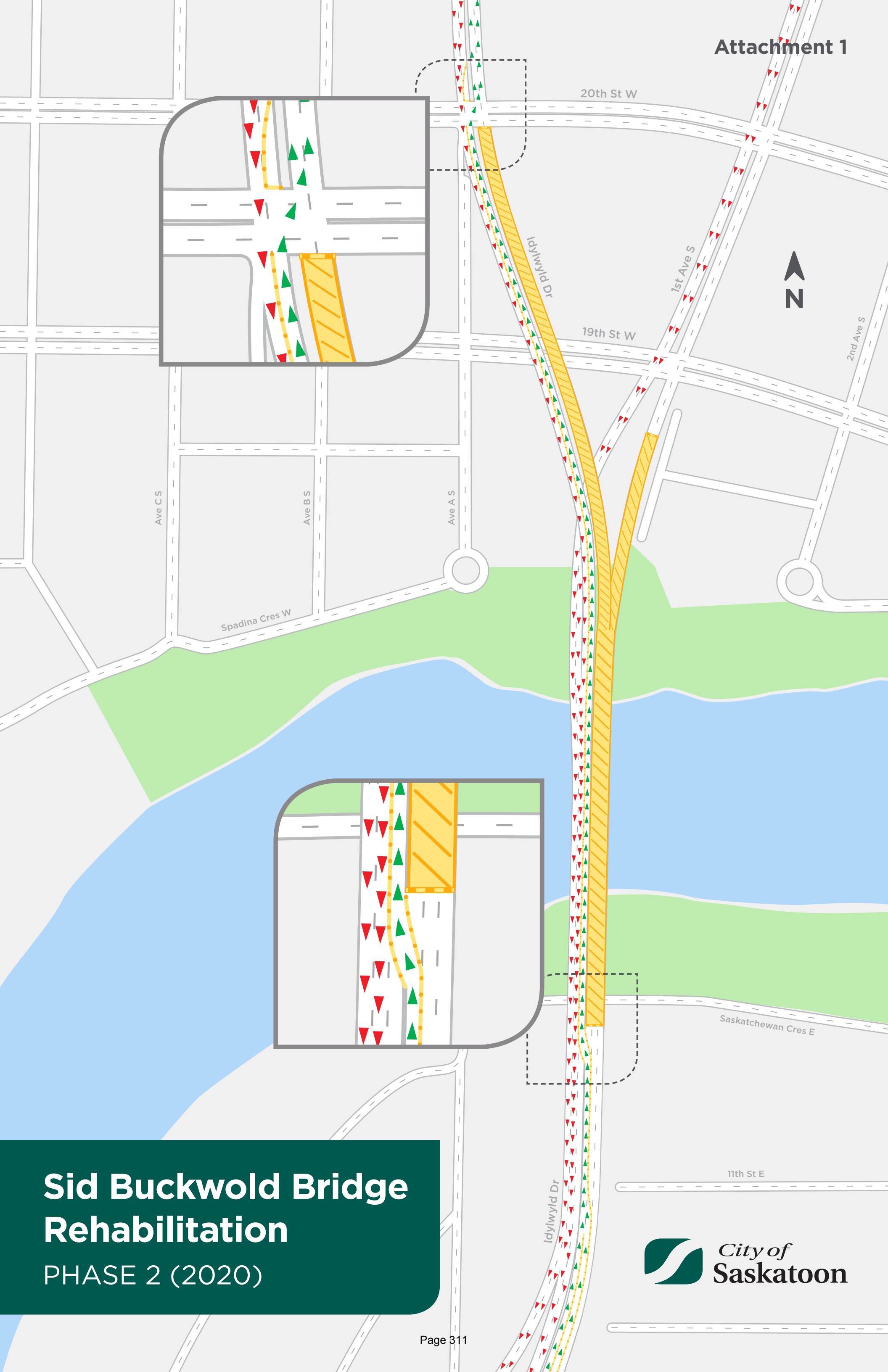
Written by:	Todd Grabowski, Manager, Asset Preservation for Bridges
Reviewed by:	Rob Frank, Acting Director of Major Projects & Preservation
Approved by:	Angela Gardiner, General Manager, Transportation & Construction Department

Admin Report - Sid Buckwold Bridge and Ramp Rehabilitation Update.docx



Sid Buckwold Bridge Rehabilitation

PHASE 1 (2019)




Sid Buckwold Bridge Rehabilitation

PHASE 2 (2020)

Sid Buckwold Bridge Rehabilitation

CONSTRUCTION SEQUENCE

 **Phase 1**  **Phase 2**



Scope of Work

The intent of the bridge rehabilitation program is to cost-effectively upgrade components to the most recent code resulting in a rejuvenated structure that provides additional years of service.

The scope of work includes the following:

1. Deck Rehabilitation
 - Removal and disposal of asphalt, waterproofing membrane and top 25mm of deck concrete;
 - Concrete deck repairs; and
 - Pour 65mm Concrete overlay, apply membrane and place asphalt surface.
2. Barrier replacements
 - Remove and replace center median guard rail with new concrete median barrier;
 - Remove and replace outside bridge barriers and increase the height to current code; and
 - Remove and replace pedestrian railing and the walkway barriers to increase the height to current code.
3. Sidewalk widening and repairs
 - Repair the concrete walkway; and
 - Widen the walkway from 1.8 metres to 2.1 metres.
4. Pier strengthening (bridge only)
5. Expansion joint replacement
6. Drainage Upgrades
 - Remove existing drainage system and install 28 deck drains to reduce hydroplaning and splashing.
7. General concrete repairs and structure cleaning

Project Schedule

The rehabilitation work will be completed in the following sequence:

Phase 1: April 15 to October 31, 2019

- Complete work on southbound lanes of traffic bridge and the Idylwyld Drive ramp.

Winter shutdown: November 1, 2019 to March 31, 2020

- All traffic restrictions will be removed from the Sid Buckwold Bridge and both ramp structures.
- Work that does not impact vehicular traffic may continue.

Phase 2: April 1 to October 30, 2020

- Complete work on the northbound lanes and sidewalk of the Sid Buckwold Bridge and northbound lanes of both ramp structures

Contract Completion Date: October 30, 2020.

Schedule Incentives

The contract allows extended work hours and includes a site rental clause to ensure the project is delivered in the most efficient and effective manner that the industry can provide for this type of project.

The contractor will be permitted to perform work 24 hours a day. During hours outside of 7 a.m. to 10 p.m., the contractor will be required to minimize noise levels to typical traffic background noise. The intent of this clause is to allow for overnight work, while restricting specific tasks that have the highest noise impact to residents. The Engineer will be responsible for determining if a specific task impact is beyond the acceptable levels.

The contract includes a charge rate of \$10,000 for every calendar day that traffic is impacted. This creates a scenario where once construction starts, the contractor is incentivized to complete the work earlier, which would translate into a bonus. A late completion means the contractor would incur site rental charges, which therefore reduces the City's overall cost of the project as the consequence.

It is important to note that these kinds of projects can be subject to significant variations in schedule and cost. Quantity estimates have been made using the best information available from non-destructive testing. There is a possibility that a contractor could complete the estimated work quantities in less than allotted time period. There is also a possibility that once demolition begins, the required work may be more extensive than anticipated, which could increase project cost and duration. The Administration will communicate the work for the duration of the rehabilitation project.

Traffic Restrictions

The Sid Buckwold Bridge will have three lanes open to traffic during each phase of construction. Phase 1 will include two lanes northbound (into downtown) and one lane southbound (leaving downtown). Phase 2 will include two lanes southbound and one lane northbound.

The contract allows the bridge to be reduced to a single northbound and southbound lane on Saturdays, Sundays, or between 8:00 p.m. and 6:00 a.m. to allow for concrete pours.

Sid Buckwold Bridge Closures

Phase 1: The southbound lanes will be closed. Three lanes will remain open on the east side of the bridge allowing for two lanes northbound and one lane southbound, during this phase, the sidewalk will remain unrestricted.

Phase 2: The northbound lanes and sidewalk will be closed, and the southbound lanes will be open, allowing for two lanes southbound and one lane northbound.

Idylwyld Drive NB/SB Ramp over 19th Street Closures

Phase 1: The southbound lanes will be closed and two northbound lanes will remain open on the bridge, allowing for single lane two-way traffic.

Phase 2: The northbound lanes will be closed and the southbound lanes will be open, allowing for single lane two-way traffic.

Idylwyld Drive NB Ramp to 1st Avenue Closures

Phase 1: The ramp will remain open.

Phase 2: The ramp will be closed.

19th Street Lane Closures

There will be single lane traffic restrictions to complete repairs under the bridge if required. There will be no lane closures between 7:00 a.m. and 9:00 a.m. or 3:30 p.m. and 6:00 p.m.

Pathways below Sid Buckwold Bridge

- The River Landing pathway below the north end of the Sid Buckwold Bridge will remain open; however, it may be restricted to a 3.0 wide pathway to allow for abutment repair.
- The pathway below the south end of the bridge will be closed while work is happening near the south abutment.



STANDING POLICY COMMITTEE ON TRANSPORTATION

Replacement Program for Seasonal Taxi Licences

Recommendation of the Committee

That the City Solicitor be requested to amend Bylaw No. 9070, The Taxi Bylaw, 2014, to replace the Seasonal Taxi Licence Program with the Enterprise Taxi Licence Program, as outlined in the report of the General Manager, Community Services Department, dated April 1, 2019.

History

At the April 1, 2019 Standing Policy Committee on Transportation meeting, a report of the General Manager, Community Services dated April 1, 2019 was considered.

Your Committee also received presentations from the following with regard to the matter, as well as letters submitting comments which are attached:

- Mahmood Shafqat;
- Malik Umar Draz, President, USW Local 2014; and
- Carlo Triolo, United & Comfort Cabs, Riide.

Attachment

1. April 1, 2019 report of the General Manager, Community Services
2. April 1, 2019 letter from Mahmood Shafqat
3. March 31, 2019 letter from Mark Gill

Replacement Program for Seasonal Taxi Licences

Recommendation

That the Standing Policy Committee on Transportation recommend to City Council that the City Solicitor be requested to amend Bylaw No. 9070, The Taxi Bylaw, 2014, to replace the Seasonal Taxi Licence Program with the Enterprise Taxi Licence Program, as outlined in this report.

Topic and Purpose

This report outlines proposed amendments to Bylaw No. 9070, The Taxi Bylaw, 2014, to replace the existing Seasonal Taxi Licence Program with the Enterprise Taxi Licence Program, effective June 29, 2019.

Report Highlights

1. The existing Seasonal Taxi Licence Program (Seasonal Program) allocated 24 temporary taxi Licences over a three year term, with these taxis permitted to operate 24 hours a day, between September and June of each year. Additional extensions have been granted, and the current term for this Program will end on June 28, 2019.
2. An Enterprise Taxi Licence Program (Enterprise Program), proposed to replace the Seasonal Program, would see 35 temporary taxi licences allocated to drivers for a four year term and permitted to operate on a year round basis. Taxis licenced under this program could be driven only by the driver receiving the licence and therefore would operate less than 24 hours per day.
3. Amendments to Bylaw No. 9070, The Taxi Bylaw, 2014, (Taxi Bylaw) to accommodate this new program, and to update provisions for the lottery process to award Enterprise Taxi Licences are outlined.

Strategic Goal

This report supports the City of Saskatoon's (City) Strategic Goal of Moving Around by optimizing the flow of people and goods in and around the city.

Background

At its meeting on December 17, 2018, City Council resolved:

"That the Administration implement the option referred to in the report to replace the existing 24 seasonal License plates, operating from September to June, with 30 to 48 temporary Licenses, issued on a year round basis, but restricted to one driver operating a maximum of 12 hours per day."

At its meeting on January 28, 2019, City Council resolved:

“That the City Solicitor be requested to amend Bylaw No. 9070, The Taxi Bylaw, 2014, to extend the term of Seasonal Taxi Licences, beginning March 1, 2019 until June 28, 2019;”

At its February 25, 2019, meeting, City Council adopted amendments to the Taxi Bylaw, extending the existing term of Seasonal Taxi Licences from February 28, 2019 until June 28, 2019.

Report

Seasonal Taxi Licences

Seasonal Taxi Licences are owned by the City and awarded to taxi drivers via a lottery for a three year term. While taxis licensed under this program must be operated by the awardee, the taxi can also be leased to a second driver, which allows the taxi to operate up to 24 hours per day.

While this program addresses some demand related concerns, the industry and the administration have identified that a revised program which provides more flexibility to meet periods of high demand is needed.

The existing term for the Seasonal Taxi Licence was extended from August 27, 2018, to February 28, 2019 to provide time for the taxi industry to develop a joint proposal for a revised program. The taxi industry was not able to reach consensus on a joint proposal, and the term was further extended until June 28, 2019, to allow time for the Administration to conduct consultation, develop program revisions for Council's consideration, and implement the approved program.

Proposed Enterprise Taxi Licence Program

The Administration recommends that, upon expiry of the Seasonal Program on June 28, 2019, it be replaced by the Enterprise Taxi Licence Program (Enterprise Program). Taxis licensed under the Enterprise Program would operate in a manner similar to Seasonal Taxi Licences with the most significant changes being the number of licences issued, restriction to one driver per Enterprise Licence and provision for year round operation of Enterprise Licences.

The proposed components of the Enterprise Taxi Program were identified based on consideration of input from various stakeholders within the taxi industry, as well as assessment of the existing Seasonal Licence Program. The proposed revisions provide a balance that will address the identified shortfall in the number of taxis needed to meet above average demand periods, while ensuring this program does not add further competition to the existing licensed taxi operators during lower demand periods. The stakeholders expressed varied opinions on some of program components (see summary of input – Attachment 1) and the proposed options seek to identify a compromise between varying positions.

Program Revisions and Resulting Bylaw Amendments

Proposed program revisions are as follows:

1. Increase the number of licences to 35

An increase in the number of licences issued (11 additional licences compared to the 24 issued under the Seasonal Program), with a restriction that these vehicles be operated by a single driver, would provide the ability to mobilize a greater number of taxis during high demand periods, while minimizing the potential of having an excess of taxis on the road, competing for rides, during low demand periods. Additional detail regarding the benefit that the proposed number of licences would have on addressing peak demand periods is provided in Attachment 2.

2. Permit only one driver (the licence awardee) for each Enterprise Taxi Licence

With only one driver operating an Enterprise taxi, they are more likely to schedule their work hours during peak demand periods when profitability is enhanced. Input received from taxi drivers confirmed this is the approach that most drivers would take if awarded an Enterprise Taxi Licence.

3. Allow for Year Round operation of Enterprise Licences

The opportunity to operate year round ensures availability for event-specific demand through the summer, and provides a sustained source of income for the licence awardee.

4. Reduce Licence fee

A lower annual licence fee of \$350, which represents two-thirds of the fee of other taxi licences is proposed, to recognize that Enterprise Taxis cannot be leased to a second driver. Therefore, these vehicles cannot be in operation on a 24 hour basis as other taxis can be. The proposed fee would allow licensing costs to be recovered, (e.g., application review, annual inspections, spot checks), while recognizing that costs tied to the frequency of operation (e.g., investigating bylaw contraventions) should be lower due to fewer hours of operation. With approval of 35 Enterprise Licences the total licence revenue will be \$350 lower in comparison to the Seasonal Taxi Licence Program. This will be offset by a lower transfer to the stabilization reserve.

5. Require licensee to operate on a full time basis, with provision for holiday and medical leave.

Under the Seasonal Licence program the awardee is required to operate full time (a minimum 40 hours per week), and such a requirement is proposed for Enterprise Taxis as well. Industry stakeholders expressed concern that accommodation is required to allow licensees to take time off for vacation or medical leave without forfeiting the licence to the City, as they would no longer have an option to lease the vehicle to a second driver to maintain the full time operating status during such times.

The Administration is recommending that the bylaw include provision for the licensee to take time off for vacation, to a maximum of 6 weeks per year, without forfeiture of the licence to the City. Provision to accommodate medical leave is also recommended.

6. Clarify calculation to determine age of vehicle

The Taxi Bylaw requires all non-wheelchair accessible vehicles being operated as a taxi, be no older than seven years. Vehicle age is specified as the difference between the vehicle model year and the current licence year. Because the Enterprise Taxi Licences will be issued in June, rather than at the beginning of the calendar year, the application of this formula could result in some vehicles that are more than seven years old to operating as Enterprise Taxi between January and June, before the licence expires. The Administration is recommending the bylaw be amended to specify that the age of a vehicle be calculated by subtracting the vehicle model year from the current year, rather than from the year in which the licence was initially issued. This will ensure the vehicle age formula is applied equitably to both permanent and temporary taxis, and that no non-accessible taxis, more than seven years old, are operating.

7. Revise Lottery Process to award Licences

The Taxi Bylaw outlines a lottery process for awarding Seasonal Taxi Licences, and a similar process is proposed to award Enterprise Taxi Licences. Some changes are recommended to address concerns heard through the stakeholder consultation, and to provide a more equitable process for applicants as follows:

- a) Require four years of taxi driving experience to be eligible for the lottery, an increase of one year compared to the Seasonal Taxi requirement of three years. This will award licences to more experienced taxi drivers that have been working in the taxi industry for a longer period of time.
- b) Issue licences for a four year term. Enterprise Taxi Licences awardees cannot recover operating costs by leasing to a second driver. A longer term will provide greater assurance that the awardee will be able recover costs such as the purchase or lease of a vehicle. The Seasonal Licence program specified a term of three years.
- c) Remove the requirement that lottery applicants have an available vehicle at the time of entering the lottery. This requirement is onerous for drivers who do not already own or lease a vehicle, and would require them to make a significant financial investment in a vehicle, simply to enter the lottery.
- d) Allow more time for lottery winners to apply for a licence and complete a light vehicle inspection after being selected. It is proposed that the time period during which the lottery applications can be received be reduced to two days, in order to allow for a 14 day period of time after lottery awardees are selected, to allow them time to make arrangements for a vehicle, and fulfil licensing requirements.

Options to the Recommendation

As an option to the recommendation, City Council may choose to establish an Enterprise Taxi Program with alternative program requirements, more closely

representing the Seasonal Taxi License program. This could include any combination of the following:

- 1) Maintain the lottery eligibility requirement of three years taxi driving experience, rather than increasing it to four years;
- 2) Maintain a licence term length of three years, rather than increase it to four years;
- 3) Choose to issue a different number of Enterprise Taxi licences; or
- 4) Limit the number of hours per day that each Enterprise Taxi Licence can be operated.

This option would have implications on being able to achieve, to the fullest extent, the objective of ensuring the taxi industry is able to better serve higher demand periods while minimizing competition during lower demand periods.

As a second option, City Council may choose to continue to issue temporary taxi Licences under the current Seasonal Taxi Program, establishing a new three year term and issuing of 24 licences which could be operated by the awardee and a second driver for up to 24 hours per day. This option would maintain the status quo on the levels of service and a continued limitation to meet taxi demand during peak periods.

As a third option, City Council may choose to eliminate provision for issuance of temporary taxi licences, in anticipation that TNCs now permitted to operate in Saskatoon, could address unmet demand and periods of excessive wait times. With this option, the capacity of TNCs operating in Saskatoon is not known at this time. Further, TNCs are not able to replicate all the services provided by taxis, including service to customers without access to a smart phone or credit card, and by street hail and taxi stands.

Public and/or Stakeholder Involvement

The Administration consulted with taxi brokers, the United Steel Workers and taxi drivers, requesting input on key aspects of the Enterprise Taxi Licence Program, including the number of licences, term lengths and lottery eligibility. Staff met individually with a taxi broker representative as well as a union representative from United Steel Workers to discuss and gather their input on a proposed replacement program. Taxi drivers, and taxi license owners were invited to attend a come-and-go meeting that included presentations by the Administration with opportunity to complete a multiple choice survey related to the components of a program to replace the Seasonal Taxi Licence model as well as provided additional comments. 52 drivers completed the survey. The consultation results are summarized in Attachment 1.

Communication Plan

The Administration will communicate the details of the program to the taxi industry, and will provide information regarding lottery entry dates to eligible taxi drivers.

Financial Implications

The taxi program is not subsidized by the mill rate. All expenditures are funded through the generation of fees. Fees in excess of expenses are held in a stabilization reserve.

The Enterprise Taxi Licence Program will reduced expected revenues by \$350. This will be offset by a lower transfer to the stabilization reserve.

Other Implications

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

Due Date for Follow-up and/or Project Completion

The term of the existing Seasonal Taxi Licence expires on June 28, 2019. To ensure sufficient time to award Enterprise Taxi Licences through a lottery, and for awardees to arrange for a vehicle, amendments to the Taxi Bylaw are required to be approved by City Council prior to May 28, 2019.

Public Notice

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

Attachments

1. Summary of Taxi Industry Consultation
2. Proposed Enterprise Taxi Licence Program Addressing High Demand Periods

Report Approval

Written by:	Mark Wilson, Acting Licensing and Permitting Manager, Community Standards
Reviewed by:	Jo-Anne Richter, Acting Director of Community Standards
Approved by:	Lynne Lacroix, Acting General Manager, Community Services Department

SP/2019/CS/Trans/Replacement Program for Seasonal Taxi Licence/ac

Summary of Taxi Industry Consultation – Jan/Feb 2019

In January and February 2019, the Administration held separate consultation meetings with taxi brokers, representatives from the United Steel Workers, and taxi drivers and taxi licence owners, requesting input on aspects of the replacement program for Seasonal Taxi Licence. The below table shows the results of the consultation, and the policy recommendations from the Administration.

Question In considering a program to replace the Seasonal Taxi Licences...	Taxi Brokers (Comfort Cabs, Riide, United Cabs)	Representatives of the United Steel Workers	Taxi Drivers and Licence Owners (51 respondents)	Administration Recommendation
How many licences should be made available?	No upper limit on number issued	40-48 licences	64%: 42 or more 36%: 36 or fewer	35 licences
What should the maximum hours of operation be per day?	No Response	More than 12 hours	61%: more than 14 27%: 12-13 12%: 10	No maximum, to be consistent with other taxis and TNCs
How much experience (# of years) in driving a taxi should be required to be eligible to participate in the lottery?	No lottery; prefer merit-based approach to select licence awardees, including driving experience factored into consideration	1-2 Years' Experience	67%: 3 years or fewer 33%: 5 years or more	4 Years of Experience
Can one driver successfully /profitably operate a taxi without the option to lease to a second driver?	No	Yes	72%: Yes 18%: Unsure 10%: No	Operated by one driver only. Provision for longer term will allow costs to be covered
How long should the length of the license term be?	No Response	4 Years	55%: 4 years or more 45%: 3 Years or fewer	4 Year Term - based on rationale that this allows more certainty that operating costs can be covered

Proposed Enterprise Taxi Program – Capacity to Address High Demand Periods

There are currently 210 taxis licenced to operate in Saskatoon, comprised of 160 permanent taxi licences, five permanent wheelchair accessible taxi licences, 21 temporary wheelchair accessible taxi licences, and 24 temporary Seasonal Taxi Licences.

The Enterprise Program proposes to replace the 24 Seasonal licenses with 35 Enterprise taxis licenses, increasing the total number of licenced taxis to 221 and resulting in a net gain of 11 taxi licences. Taxis licensed under the Enterprise Program Taxicab would be restricted to one driver. This approach will help to ensure more vehicles are available during higher demand periods, while minimizing the number of taxis being driven during lower demand times.

The rationale in choosing 35 as the optimal number of Enterprise licenses is based on the following considerations.

In 2018, the Administration collaborated with the Saskatchewan Taxi Cab Association to analyze taxi wait time data over a 10 month period from September 2017 to June 2018, a total period of 7272 hours. The data analysis showed that, based on an agreed upon standard of providing service to 95% of customers with a wait time of 10 minutes or less, the existing 210 licensed taxis could not be achieve that standard for over half of the hours in the study period.

The proposed 35 Enterprise License is based on the finding that a total of 221 taxis would have been sufficient to meet demand for all but 145 hours in the 7272 hour study period. An increase to provide a net gain of 11 licences will significantly improve the number of trips that the taxi industry can provide with a wait time of 10 minutes or less.

The data analysis also showed that there were hours during the study period where demand for taxi service was significantly lower than the average, and fewer taxis were needed. Assuming a fleet utilization of 90%, the lowest demand period required only 12 taxis to serve demand with a wait time of 10 minutes or less. By increasing the number of taxi licences but limiting Enterprise Taxi Licences to one driver, the number of taxis available for dispatch can fluctuate more widely in relation to demand. Drivers licensed under the Enterprise Program who want to maximize profits will choose to be available for dispatch during peak times, rather than operate during low demand periods.

When asked to select their preferred hours of operation, 94% of drivers surveyed said that if they were awarded a licence, that they would operate from 4 p.m. to 6 p.m. on weekdays, and 79% said they would operate from 12 a.m. to 2 a.m. on weekends. These times coincide with weekend night life demand and weekday rush hour demand. Only 24% said that they would operate from 12 a.m. to 4 a.m. on weekdays, and 21% said that they would operate from 10 a.m. to 2 p.m. on weekends.

From: Shafqat Mahmood <City.Council@Saskatoon.ca>
Sent: Monday, April 01, 2019 11:53 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Monday, April 1, 2019 - 11:53
 Submitted by anonymous user: 70.64.123.39
 Submitted values are:



Date: Monday, April 01, 2019
 To: His Worship the Mayor and Members of City Council
 First Name: Shafqat
 Last Name: Mahmood
 Email: [REDACTED]
 Address: [REDACTED] Matheson DR
 City: Saskatoon
 Province: Saskatchewan
 Postal Code: S7L [REDACTED]
 Name of the organization or agency you are representing (if applicable): Bridge City Electronics
 Subject: Replacement Program for Seasonal Taxi Licences
 Meeting (if known):
 Comments:
 To City of Saskatoon

I am writing to share my views on the proposed replacement program for seasonal taxis. Currently there are 24 seasonal taxis operating in Saskatoon with a team of two drivers on each cab. That makes 48 additional drivers serving Saskatoon's transportation needs. Under the new proposed replacement program 35 new taxi licenses will be added with only 1 driver allowed on each. This mean we will have a shortfall of 13 drivers. Additionally, there will also be job loss for 13 drivers as well creating a reduction in service. Additionally, if there are only 35 drivers and someone is sick or on vacation then it will also create a loss in service since team drivers will not be allowed.

Furthermore, if the city is not looking to allow team drivers to serve Saskatoon's transportation service needs then the replacement program should introduce 48 taxi's as we will still have 48 drivers on the road. There will be no job loss and the transportation needs will be met.

Mahmood Shafqat

Taxi License # [REDACTED]

From: Mark Gill <City.Council@Saskatoon.ca>
Sent: Sunday, March 31, 2019 5:12 PM
To: City Council
Subject: Form submission from: Write a Letter to Council



Submitted on Sunday, March 31, 2019 - 17:11
Submitted by anonymous user: 70.64.86.219
Submitted values are:

Date: Sunday, March 31, 2019
To: His Worship the Mayor and Members of City Council
First Name: Mark
Last Name: Gill
Email: [REDACTED]
Address: [REDACTED] RPO, Grosvenor PK, 8th Street East
City: Saskatoon
Province: Saskatchewan
Postal Code: S7N [REDACTED]
Name of the organization or agency you are representing (if applicable): Operator (SPO)
Subject: Transportation
Meeting (if known): 7.2.1 SeasonalTaxi Plates
Comments: On behalf of Seasonal Taxi Operators, thank you, your Worship, City Councillors for your time and efforts to give opportunity to eligible drivers to apply for the new program, thanks for the transport Dept. for their dedicated report. All team work which gives the opportunity to experience and dedicated people to provide seamless service to the Saskatoon community including the business people & visitors to promote our wonderful city, thank you.
Attachments:

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/296913>



GOVERNANCE AND PRIORITIES COMMITTEE

Governance Review – Civic Naming Committee – Terms of Reference

Recommendation of the Committee

That the Terms of Reference for The Civic Naming Committee as attached to the report of the City Solicitor dated April 15, 2019 be approved.

History

The Governance and Priorities Committee, at its meeting held on April 15, 2019 considered a report of the City Solicitor regarding the above.

Attachment

Report of the City Solicitor dated April 15, 2019

Governance Review - Civic Naming Committee - Terms of Reference

Recommendation

That the Governance and Priorities Committee recommend to City Council that the Terms of Reference for The Civic Naming Committee as attached be approved.

Topic and Purpose

The purpose of this report is to bring forward to the Governance and Priorities Committee ("GPC") for consideration proposed Terms of Reference for The Civic Naming Committee ("CNC").

Strategic Goals

This report supports the Strategic Goals of Continuous Improvement and Quality of Life as it supports City Council in providing good governance to the citizens of Saskatoon.

Background

At its Regular Business Meeting on June 25, 2018, City Council considered a report from the Leadership Team Governance Subcommittee (the "Governance Subcommittee") regarding the governance review of Advisory Committees and resolved in part:

"That the Naming Advisory Committee no longer be classified as an advisory committee and that it be renamed The Civic Naming Committee and revised Terms of Reference and amendments to Policy No. C09-008, Naming of Civic Property and Development Areas Policy be made in accordance with the resolution package from the minutes of the Naming Advisory Committee meeting held on March 8, 2018, included at Attachment 4."

During consultation with the Administration to develop the revised Terms of Reference and to amend *Policy No. C09-008, Naming of Civic Property and Development Areas*, a concern was raised by the Administration regarding the timely assignment of names. To address this concern, the Governance Subcommittee, in conjunction with the Administration, proposed a solution as described in a report to GPC on March 18, 2019, and considered by City Council on March 25, 2019.

At its Regular Business Meeting on March 25, 2019, City Council resolved:

- "1. That City Council delegate to The Civic Naming Committee the responsibility to organize the Names Master List by theme and priority of names;

2. That the Administration be responsible for assigning the names from the Names Master List to City streets and other municipally-owned or controlled facilities as prioritized by The Civic Naming Committee; and
3. That the required amendments to Policy No. C09-008, Naming of Civic Property and Development Areas Policy be made.”

Report

In accordance with City Council's instructions, and in accordance with the feedback received from the former Naming Advisory Committee and the Administration, the Terms of Reference include the following:

Mandate

- Review and screen suggestions and requests for naming municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks, including requests for special street names in accordance with *Policy C09-008, Naming of Civic Property and Development Areas*.
- Organize the Names Master List into themes and prioritize the names for selection.
- Maintain and supervise administration of the Names Master List.
- Act in accordance with the provisions outlined in *Policy C09-008, Naming of Civic Property and Development Areas*.
- Notify the nominator and/or family when a name is selected for use.
- Work with the Diversity, Equity and Inclusion Advisory Committee (“DEIC”) to find ways to boost intake of nominations for possible names for the Names Master List.

Composition

The CNC will be comprised of three members of Council (which may or may not include the Mayor) and at least four members of the Administration with expertise in Planning, Archives/History/Heritage and Diversity/Inclusion.

The Terms of Reference provide for overlap in the Administrative representation between the CNC and DEIC. The Administration was specifically engaged on this point, and their recommendation was to include an overlap of two non-voting resource members on the CNC and DEIC to ensure adequate diversity representation. The Administration also expressed the desire that there be a certain amount of flexibility in determining the actual number of Administration appointed. In order to achieve these results and provide the maximum flexibility, the Terms of Reference have been drafted to:

1. Stipulate a minimum number of Administration appointed within the specified areas of expertise; and
2. Stipulate a minimum of representatives to overlap with the DEIC with expertise in diversity and inclusion.

The Terms of Reference contemplate that a member of Council be appointed as Chair of the Committee and that the Chair shall be appointed on an annual basis.

Reporting

The CNC, similar to the Naming Advisory Committee, will continue to report to City Council through the Standing Policy Committee on Planning, Development and Community Services.

Appointment and Term

The voting membership will be considered on an annual basis and non-voting resource members will be appointed at the discretion of the General Managers. The appointment of non-voting resource members at the discretion of the General Managers is the same for this Committee as for the City's Advisory Committees.

Quorum, Meetings and Meeting Support

All of these items in the Terms of Reference for the CNC remain the same as what they were for the Naming Advisory Committee. Quorum is met by attendance of a majority of voting members, meetings are held quarterly or on the call of the Chair, and the City Clerk's Office will continue to provide administrative support.

Public and/or Stakeholder Involvement

The former Naming Advisory Committee and members of the Administration were engaged as described in this report.

Communication Plan

Appropriate communications will ensue depending on the direction of GPC and City Council.

Policy Implications

Upon adoption of the Terms of Reference as attached, the required amendments to *Policy C09-008, Naming of Civic Property and Development Areas* will be completed and implemented.

Other Considerations/Implications

There are no options to the recommendation, policy, financial, environmental, privacy, or CPTED implications or considerations.

Public Notice

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

Attachment

1. Draft Terms of Reference for The Civic Naming Committee

Report Approval

Written by:	Christine G. Bogad, Director of Municipal & Administrative Law Shellie Bryant, Deputy City Clerk Candice Leuschen, Executive Assistant to the City Solicitor
Approved by:	Patricia Warwick, City Solicitor



Terms of Reference The Civic Naming Committee

Authority

Section 55 of *The Cities Act*; City Council Resolution of June 25, 2018 & March 25, 2019

Mandate

The function and mandate of The Civic Naming Committee ("CNC") shall be to:

1. Review and screen all suggestions and requests for naming municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks, including requests for special street names in accordance with *Policy C09-008, Naming of Civic Property and Development Areas*
2. Organize the Names Master List into themes and prioritize the names for selection within each theme in accordance with *Policy C09-008, Naming of Civic Property and Development Areas*
3. Maintain and supervise administration of the Names Master List
4. Act in accordance with the provisions outlined *Policy C09-008, Naming of Civic Property and Development Areas*
5. Notify the nominator and/or family when a name is selected for use
6. Work with the Diversity, Equity and Inclusion Advisory Committee to find ways to boost intake of nominations for possible names for the Names Master List

Composition

Voting Members	Non-Voting Resource Members
3 Members of Council	At least 4 Members of the Administration, with at least 1 of which who also sits on the Diversity, Equity and Inclusion Advisory Committee, with the following expertise: <ul style="list-style-type: none"> • Planning • Archivist/Heritage • Diversity/Inclusion

The CNC shall appoint a member of Council to be the Chair of the Committee and the Chair shall be appointed on an annual basis.

Reporting

- The CNC shall report to the Planning, Development and Community Services Committee (“SPC-PDCS”) for approval of names to be included in the Names Master List.
- The CNC shall report to City Council through the SPC-PDCS for information with respect to the names selected for municipally-owned or controlled facilities, streets, suburban development areas, neighbourhoods and parks.

Appointment and Term

Voting Members	Non-Voting Resource Members
Membership of the CNC shall be considered by City Council on an annual basis.	Members of the Administration are appointed at the discretion of the General Managers.

Subcommittees and Working Groups

- Issues identified outside the CNC mandate may be the subject of an ad hoc committee or task force established by the SPC-PDCS.

Quorum

Quorum is met by attendance of a majority of voting members (2).

Meetings

The CNC shall meet quarterly or as required on the call of the Chair.

Meeting Support

The City Clerk’s Office shall provide administrative support to each meeting of the CNC.

Resource Documents

[The Cities Act](#)

[Bylaw No. 8174, The City Administration Bylaw, 2003](#)

[Bylaw No. 9170, The Procedures and Committees Bylaw, 2014](#)

[Policy No. C01-003, Appointments to Civic Boards, Commissions, Authorities, and Committees](#), which includes the attached *City of Saskatoon Code of Conduct for Members of Civic Boards, Commissions, Authorities and Committees* and *City of Saskatoon Anti-Harassment Policy for Members of Civic Boards, Commissions, Authorities and Committees*

[Policy No. C09-008, Naming of Civic Property and Development Areas](#)

[Policy No. C09-028, Sponsorship](#)

Any other policies as required



GOVERNANCE AND PRIORITIES COMMITTEE

SUMA Membership and Elections to the FCM Board

Recommendation of the Committee

That City Council forward a letter to SUMA as outlined in this report.

History

The Governance and Priorities Committee, at its meeting held on April 15, 2019, considered the above matter during its verbal updates from Council Members and Administration. The Committee is recommending City Council write a letter to the Saskatchewan Urban Municipalities Association (SUMA) with respect to the processes and supports that SUMA provides to Board members if and/or when seeking election to the Federation of Canadian Municipalities (FCM) Board.



STANDING POLICY COMMITTEE ON TRANSPORTATION

City of Saskatoon Impound Lot Business Model

Recommendation of the Committee

That rate changes for the City-owned Impound Lot be brought forward as part of the 2020/2021 Multi-Year Business Plan and Budget Process.

History

At the April 1, 2019 Standing Policy Committee on Transportation meeting, a report of the General Manager, Community Services dated April 1, 2019 was considered.

Your Committee also received presentations from the following with regard to the matter:

- Andrew Shaw, NSBA;
- Geoff Roller, Roadside Responders Association of Saskatchewan Inc.;
- Harvey Britton, Roadside Responders Association of Saskatchewan Inc.; and
- Mike Schroeder, Always Towing.

Your Committee also resolved, within its delegated authority, that the Administration report back on the possibility of discontinuing City impound lot operations.

Attachment

April 1, 2019 report of the General Manager, Community Services

City of Saskatoon Impound Lot Business Model

Recommendation

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

1. That rate changes for the City-owned Impound Lot be brought forward as part of the 2020/2021 Multi-Year Business Plan and Budget Process; and
2. That the changes to Impound Lot Business Model, as outlined in this report, be approved.

Topic and Purpose

The purpose of this report is to provide recommendations to Committee on the City of Saskatoon's current Impound Lot Business Model, based on recent changes to Provincial Legislation, as well as the Impound Lots recent financial performance.

Report Highlights

1. The City of Saskatoon's (City) impound lot has posted operating deficits in each of the past four years and relied on property tax funding to balance its budget. The impound lot is intended to be self-sustaining, and if this is to be achieved, changes to the current business model are required.
2. There have been significant legislative changes to the SGI Impoundment program since 2014.
3. In addition to the option of maintaining the status quo, which would not address current operating deficits and reliance on the property tax, a number of other business model options could be utilized including:
 - implement rate changes;
 - have vehicles impounded by Saskatoon Police Service (Police Service) under the SGI Impoundment Program directed to the City Impound lot; or
 - outsource the operations of an impound facility to a private enterprise with consideration for a royalty fee to offset the City's administration and traffic safety costs.
4. The Administration is recommending both the adjustment of current fees and expansion of the City's impound lot business to include SGI Impoundment vehicles.

Strategic Goal

This report supports the strategic goal of Asset and Financial Sustainability by considering and evaluating new non-property tax revenue sources to help pay for City projects, programs and services.

City of Saskatoon Impound Lot Business Model

Background

The City continues to deal with mature and declining non-tax revenue sources. City Council and the Administration have undergone several initiatives aimed at reducing the reliance on the property tax including the Hemson Report, the 30-Day Challenge and internal audit engagements amongst other efforts.

Report

Impound Lot Current Business Model

The City's Impound Lot is intended to be fully self-sufficient whereby enough revenues are generated so that there is no reliance on the property tax. Unfortunately, over the past several years, the Impound Lot has experienced deficits of \$30,000, \$83,000, \$54,000 and \$25,000 in 2015, 2016, 2017 and 2018 respectively, primarily due to lower volumes of vehicles as shown in Table 1.

Table 1 – Vehicle Volumes – Saskatoon Impound Lot

Impounding Authority	2015	2016	2017	2018
Parking Enforcement	2100	2175	2079	1958
Saskatoon Police	659	603	591	453
TOTAL	2759	2778	2670	2411

In addition to the current operating deficits, there are two other unaccounted financial considerations in the long term operation of the impound lot:

- a) The impound lot is situated on a site owned by Saskatoon Land. This property is valued at approximately \$2.2 million and should be purchased by the City from Saskatoon Land as outlined in Policy No. C09-019, Properties (City-Owned) Required for Major Projects Policy, if the intent is to continue the impound operations at that location over the long term. The property could be purchased over the next 20 years via an internal loan which would add an additional \$157,000 in costs per year, pushing the program into further deficit and reliance on the property tax under the current model; and
- b) There is currently no capital or improvement reserve for the Impound Lot which will be required as assets begin to age (systems, fencing, gate, facility) and require replacement.

SGI Impoundment Program Changes

There have been changes to the Impound Lot Provincial Legislation and SGI Vehicle Impoundment Program (SGI Program) over the past several years that require consideration as part of the Business Model. An overview of the changes to provincial legislation which has affected vehicle impoundment since 2014 is provided below.

1. Prior to 2014, all vehicles impounded by the Police Service or Parking Enforcement were sent to the City Impound Lot. Typically, owners charged with impaired driving and other high risk offences had their vehicles impounded for 24 hours.

City of Saskatoon Impound Lot Business Model

2. In 2014, new SGI laws introduced stricter and longer impoundment rules for offences related to driving under the influence of alcohol or drugs, unauthorized drivers, and high risk driving behaviours. SGI also established a requirement that an impound lot operator be a Registered Garage Keeper to impound vehicles under the SGI Program. At that time, Always Towing had the contract for the City's towing services and, as a registered Garage Keeper, assumed impoundment responsibilities for the SGI Program.
3. In 2016, the towing contract was awarded to Astro Towing who continued the practice of storing vehicles impounded under the SGI Program at their impound facility.
4. In 2018, further significant changes were made to the SGI Impoundment Program including stricter and longer impoundment rules in comparison to the 2014 version of the plan, as well as fee increases. Vehicles may be impounded for up to 60 days for certain offences, and incur, among other charges, a storage fee of \$17.00 per day, and \$55.00 administration fee, payable to the Impound Lot Operator before the vehicle is released.
5. The current towing service contract is set to expire on June 30, 2019, and this provides an opportunity to revisit the Impound Lot Program Business Model in consideration of the significant legislative changes since 2014.

Since 2014, vehicles impounded under the SGI Program have been stored at the impound facility of the successful proponent to the Towing Contract, as they were a registered Garage Keeper. While the City is not currently a registered Garage Keeper, the approval process and operational requirements to do so can be readily implemented. The current Impound Lot meets all requirements for this designation.

The Request for Quotations and subsequent contracts to provide towing services for the City, to date have not specified that the successful towing contractor was entitled to these impoundments.

The volume of vehicles impounded under this program has increased significantly since 2014 as stricter legislation has been introduced as shown in in Table 2.

Table 2 - SGI Program Impoundment Volumes – 2016 – 2018

Type of Impoundment	Number of Vehicles Impounded*		
	2016	2017	2018
3 Day	10	10	216
7 Day	26	15	257
30 Day	230	257	741
60 Day	197	224	423
TOTAL	463	506	1637

NOTE: Vehicles may be released within an earlier timeframe than indicated, based on outcome of appeal.

City of Saskatoon Impound Lot Business Model

Options for future Impound Lot Business Model

The current impound lot business model has been under review by the Administration and a number of options are provided for Committee's consideration to establish a business model that is sustainable and balances the costs placed onto the property tax.

Options include:

- maintain the status quo;
- increase Impound Lot Rates;
- expand the Impound Lot Operations to include the SGI Impoundment Program; or
- discontinue City Impound Lot Operations.

Details of these options are included in Attachment 1.

Recommendation

The Administration is recommending the following options be implemented to ensure a more sustainable business model:

1. Implement a rate change to current impound lot operations, to be brought forward as part of 2020 Business Plan and Budget Deliberations (Option 2), and;
2. Expand the Impound Lot program to intake vehicles under the SGI Impoundment Program (Option 3).

These proposed changes will result in benefits to the City as follows:

1. Ensure that the current City Impound Lot operations are self-sufficient;
2. Facilitate the ability to make full use of existing available vehicle storage capacity at the current City Impound Lot;
3. Make progress on City Council's Strategic Action to, "consider and evaluate new non-property tax revenues sources to help pay for City projects, programs and services"; and
4. Create the potential to shift funding of traffic safety initiatives and Police Service programs to violators and those creating an unsafe traffic environment, as opposed to funding from the property tax.

Options to the Recommendation

The options to this recommendation are outlined above and further detailed in Attachment 1 of this report.

Public and/or Stakeholder Involvement

The Administration has consulted with the Police Service regarding their requirements and ability to implement the recommendations. The Police Service does not have any significant concerns with their ability to implement the recommended change to direct vehicles to a specified Impound lot.

Communication Plan

Should changes to the impound process be enacted, communications will be provided to the public and stakeholders to advise of any changes.

City of Saskatoon Impound Lot Business Model

Policy Implications

Revisions to Bylaw No. 8640, The Impounding Bylaw, 2007, may be required depending on the selected option.

Financial Implications

For the past four years the City's Impound Lot has been operating at a deficit, and a change to the business model to ensure this program is self-sustaining is proposed. The recommended options of increasing fees, and making better use of available capacity by directing SGI Program impoundments to this lot, will provide the revenues needed to cover costs. Any surplus funds could be directed to offset costs associated with traffic safety and other related police or enforcement programs.

As a portion of the overall budgets, the City currently receives very little non-property tax revenue sources to fund items such as traffic safety, Vision Zero and overall Police Service programs. This requires the majority of these programs be either funded by property taxes or remain unfunded. Implementation of a program that directs vehicles under the SGI Impoundment Program to the City Impound Lot would also create an opportunity that would lessen the burden on the property tax while providing a closer linkage between those exhibiting unsafe traffic behaviour and those who pay for these programs.

This approach would be similar to the implementation of Automated Speed Enforcement and Red Light Camera programs, whereby program surpluses are directed to the Traffic Safety Reserve.

Other Considerations/Implications

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

Due Date for Follow-up and/or Project Completion

The current towing contract had been extended to June 30, 2019. The Community Standards Division will issue a request for quotations for towing services pending the direction on the future business model of the City's Impound Lot, with the successful proponent to be in place by July 1, 2019.

Public Notice

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

Attachment

1. Impound Lot Business Model Options

Report Approval

Written by: Clae Hack, Director of Finance
Jo-Anne Richter, Acting Director of Community Standards
Reviewed by: Kerry Tarasoff, Chief Financial Officer, Corporate Financial Services
Approved by: Lynne Lacroix, General Manager, Community Services Department

SP/2019/CS/Trans – Impound Lot Business Model/ac

Impound Lot Business Model Options

Options for Future Impound Lot Business Model

The current impound lot business model has been under review by the Administration and a number of options are provided for the Transportation Committee's (Committee), consideration to establish a business model that is sustainable and balances the costs covered through property tax. Options include:

1. Option 1: Maintain the Status Quo

The current approach to the impound lot operations could be continued as is, with impoundments of vehicles for traffic and parking offences, and those seized as Proceeds of Crime (Federal and Provincial Forfeiture) delivered to the City Impound Lot at the current rates. Impoundments under the SGI Impoundment program, motor vehicle accidents and vehicles involved in criminal offenses would continue to be delivered to private impound lots at the discretion of the successful towing contract proponent.

The City's Impound Lot would likely continue to deliver a program that is not self-sufficient as revenues and volumes have not been adequate to cover operating costs, or future capital needs including the required purchase of land from Saskatoon Land, or a reserve to fund future replacement of assets.

This approach would require the property tax to fund approximately \$200,000 of the Impound Lot operations (\$50,000 operating deficit and \$150,000 for the land purchase) per year over the next 20 years, and would provide no reserve for asset replacement.

2. Option 2: Increase Impound Lot Rates

This option would continue the current allocation of impounded vehicles between the City and private impound lots as outlined in the status quo option, however would include rate changes to the fees payable to retrieve vehicles from the Saskatoon Impound Lot.

The rates at the Saskatoon Impound Lot have not changed since 2011, while the number of impoundments have been steadily declining since 2015. Further, current fees are lower in comparison to other jurisdictions.

It is estimated that an increase in rates from \$15 to \$17 per day for the daily storage fee and from \$55 to \$65 for the entrance fee would increase annual revenues by approximately \$35,000. This would be sufficient to address the current operating deficit but not sufficient to cover the cost of land or implementation of a capital reserve, both of which would require property tax funding.

An overview of current comparable fees in other jurisdictions, as well as future proposed fees is provided in Table 3.

Table 3 – Impound Lot Fee Comparison

Impound Lot Operator	Daily Storage Fee	One Time Entrance /Administration Fee	Example - Total Fees Based on Three Day Impoundment
City of Saskatoon (current)	\$15/day	\$50	\$95
City of Prince Albert	\$17/day	\$80	\$131
City of Calgary	\$40/day	\$32	\$152
SGL Impoundment Program: Prescribed Rates	\$17/day	\$55	\$106
City of Saskatoon (proposed)	\$17/day	\$65	\$116

3. Option 3: Expand the Impound Lot Operations to Include the SGI Impoundment Program

Committee has the option to expand the Impound Lot Operations by registering to become a Garage Keeper, and having Saskatoon Police Service (Police Service), direct vehicles impounded under the SGI Program to the City's Impound Lot. The SGI Impoundment Program has changed significantly over the past several years resulting in higher fees due to longer impoundment periods for vehicles and higher rates. Based on figures provided by the Police Service for 2018 impoundments, and SGI's impoundment fee schedule, it is estimated that impoundments under this program could generate up to \$800,000 in annual revenue.

If this option were to be chosen, it would adequately fund the current Impound Lot deficit, land purchase, capital reserve and any additional contract staff costs required to administer enhanced impound operations. The impound lot currently has sufficient capacity to store the additional volume of vehicles.

In addition, it is estimated there would be approximately \$300,000 to \$400,000 in annual surplus after the Impound Lot is funded that could be utilized to fund other traffic safety related initiatives, including the traffic safety program/projects, Vision Zero or lessen the property tax contribution to Police Service enforcement costs. This opportunity would create a fundamental shift whereby costs associated with enforcement related to high risk traffic offences would be funded through impound fees charged to violators, rather than subsidized by property tax payers.

As the SGI Program meets its objectives in reducing high risk driver behaviour, we anticipate impoundment volumes could decline over time, however even a 50% drop in impoundments under this program would provide sufficient revenues to ensure the Impound Lot is fully self-sustaining.

There is also a risk that if this option is selected that prices in the City's future Request for Quotations for towing services could come back higher than in previous versions as proponents have potentially used the revenue opportunity with the SGI Impoundment Program in order to offer lower towing services prices. The financial risk regarding this is significantly mitigated as the majority of towing services utilized by the City are charged directly back to the violator and owner of the vehicle. This includes towing services for the Street Sweeping Program as well as vehicles impounded under the current parking offenses.

It is important to note this option would not include the impoundment of vehicles involved in Motor Vehicle Collisions or Criminal Offenses as those would still be delivered to a private impoundment facility that can provide the necessary garage to accommodate inspections and investigations.

4. Option 4: Discontinue City Impound Lot Operations

Committee has the option to not continue to operate a City owned Impound Lot and outsource all impoundment operations to a private company, including vehicles impounded for outstanding parking offences, traffic offences and proceeds of crime.

This option would eliminate the current operating deficit within the program as well as remove the requirement to fund a land purchase or capital reserve, however, it would require a staffing component to act as a liaison between the City and private contractor to ensure system, policy, process alignment, issues, changes to the program and general monthly reconciliation work between the City's Parking Program and Impound Lot records. Without the Impound Lot program this position would be funded via the property tax at an estimated cost of \$90,000 per year. Consideration for inclusion of a royalty fee, to help offset this administrative costs as well as the City's enforcement, education and patrol programs, could be incorporated within the procurement documentation for Towing and Impoundment services.

While this option could provide the towing and impoundment services to serve the City's enforcement programs, there is a measure of uncertainty with respect to customer service, integration with the city's processes, and program continuity (eg. the location of the impound facility may change with each contract). The City would also incur costs in decommissioning the current impound lot. Further this option would not be aligned with the strategic action of considering new non-property tax revenues to help pay for programs, as it would require traffic safety programs continue to be funded by property taxes as opposed to violators:

A Request for Information is recommended to gain an understanding of what the private sector would be able to provide and to identify any concerns prior to proceeding with such an option.

Downtown Active Transportation Network

ISSUE

The City of Saskatoon is exploring potential policies and programs that focus on developing a city-wide active transportation network that is safe, comfortable and attractive for people of all ages and abilities. Given its unique users and functions, the Downtown requires focused consideration for the development of its active transportation network. In what ways could the City of Saskatoon develop a potential active transportation network in the Downtown?

BACKGROUND

History

At its meeting held on November 20, 2017, City Council considered a report on the evaluation results of the Downtown Protected Bike Lane Demonstration Project and an outline of recommended next steps for the provision of an All Ages and Abilities (AAA) Cycling Network in the Downtown and resolved, in part:

- “1. That a provision for protected bike lanes be included in the Downtown All Ages and Abilities Cycling Network; and
2. That the Administration develop a Downtown All Ages and Abilities Cycling Network (including protected bike lanes) in concert with other downtown policy and planning initiatives in 2018.”

At the June 20, 2018 Special Meeting of the Governance and Priorities Committee (GPC), Administration provided a series of reports to address the November 2017 resolutions. In its deliberations, the Committee raised various concerns about the operations and design features of the cycling facilities for which Administration committed to provide a response prior to the decision report confirming the Bus Rapid Transit (BRT) and Downtown AT Networks.

At its October 15, 2018 meeting, GPC received a report and presentation that addressed the concerns raised during its June 20, 2018 Special GPC Meeting, including a technical review of 3rd Avenue as an option for the Downtown AT Network. It was noted that the Administration would respond in early 2019 with a recommended network configuration.

At its meeting held on March 25, 2019, City Council considered a report on the Active Transportation Implementation Plan and resolved, in part:

- “1. That the Active Transportation Implementation Plan be endorsed with the exception of the elements pertaining to the Downtown AAA Network, which is the subject of a future report to City Council; and
2. That the Administration report back on the timing of implementation with a funding strategy.”

Current Status

Historically, the operation of Downtown streets has prioritized vehicles as the primary mode of transportation. While improvements have been made over the years to enhance infrastructure for pedestrians and cyclists, it has been done primarily in an ad-hoc manner and with the exception of the established sidewalk network, has typically not included dedicated facilities for other modes active transportation.

Prior to March 2015, the majority of Downtown streets did not have cycling-specific infrastructure. Painted bike lanes were in place on 4th Avenue and Spadina Crescent, and all other streets facilitate people riding bikes in the traffic lane.

Through the Protected Bike Lane Demonstration Project approved by City Council in March 2015, four blocks of 4th Avenue were converted from a painted bike lane to a protected bike lane, and a protected bike lane was added to 23rd Street. The Demonstration Project concluded in 2017, and was immediately followed by the Downtown Active Transportation Network Study.

The Downtown Active Transportation Network Study is currently in the network planning and concept design stage. As an input to this stage, the Administration studied the suitability of transforming Downtown streets to provide active transportation corridors, including AAA cycling facilities. A decision by City Council on the Downtown Active Transportation Network is required for the Administration to proceed with functional planning and detailed design.

OPTIONS

This section provides three potential network options for active transportation corridors in the Downtown. Two of the three network options are very similar in that they propose a formal Downtown network, while the third option proposes no dedicated network. Prior to analyzing the options, some context is required to provide additional perspective.

In developing potential network options, Downtown streets were assessed using several factors:

- Connectivity;
- Safety of the active transportation facilities;
- Potential conflicts between all street users including pedestrians, cyclists and motor vehicles;
- Potential impacts to motor vehicle level of service and travel time; and
- Potential impacts to other street uses such as transit stops and parking spaces.

Details of the potential impacts on various Downtown street users were analyzed and are provided in Appendix 1.

Given that context, each of the subsequent options have been evaluated primarily by using the technical criteria outlined above. In addition to technical criteria, stakeholder

and community input was used to inform the process. A summary of the engagement can be found in Appendix 2. Where possible, each option is also evaluated on how well it supports the City's strategic objectives, Growth Plan principles, and sustainability principles.

Option 1 - Establish Network on 3rd Avenue, 19th Street, and 23rd Street

This option proposes that City Council endorse the Downtown Active Transportation Network of 3rd Avenue, 19th Street, and 23rd Street. According to public engagement results, this network configuration was preferred by 78 of the 100 people who chose to indicate a preference for a north-south Downtown active transportation corridor.

The estimated cost to proceed with detailed design work of the Downtown network is \$350,000. The capital investment for construction of the Downtown Active Transportation Network is estimated at \$3.7 million, which includes enhanced pedestrian facilities, improvements to the public realm and dedicated cycling facilities.

Advantages:

- Supports the recommendations in the Growth Plan, the Active Transportation Plan and the Street Design Policy.
- Builds upon previous streetscaping investments to improve pedestrian infrastructure along 3rd Avenue.
- Potential to maximize investments in existing cycling infrastructure.
- Addresses connections for the active transportation network beyond Downtown with excellent connectivity and smooth transitions north and south of the study area.
- Provides cyclists with a continuous network of dedicated cycling facilities on busy, high-traffic Downtown streets.
- Improves the level of safety for vulnerable road users.
- Cyclists, pedestrians and drivers are familiar with the cycling facility on 23rd Street.
- 3rd Avenue has a consistent right-of-way width, allowing for a single configuration, design and operation through the length of the facility.
- The presence of a centre median on 3rd Avenue between 20th Street and 22nd Street reduces the number of conflict points improving the safety of the street.
- Existing land use and built form along 3rd Avenue produces a pedestrian-oriented development pattern that supports all modes of transportation.
- 3rd Avenue has a significant amount of street-level activity due to more storefronts, which can be more attractive for pedestrians and cyclists.
- 3rd Avenue has lower Annual Average Daily Traffic than 4th Avenue.
- Parking is not impacted on 19th Street.
- Vehicle level of service is not impacted on 19th Street or 23rd Street.

Disadvantages:

- Cyclists, pedestrians and drivers are not familiar with a cycling facility on 3rd Avenue or 19th Street.
- Parking is impacted on 23rd Street and 3rd Avenue (loss of approximately 13 spaces and 54 spaces respectively).
- At peak hour, vehicle level of service at 3rd Avenue and 20th Street is reduced from Level of Service B to Level of Service C.
- Prior investment in cycling facilities on 4th Avenue is lost due to relocation to 3rd Avenue.

Option 2 - Establish Network on 4th Avenue, 19th Street, and 23rd Street

This option is very similar to Option 1, but with one important difference. It uses 4th Avenue as the north-south corridor of the network but keeps 23rd Street and 19th Street as the east-west corridors. According to public engagement results, 4th Avenue was preferred by 22 of the 100 people who chose to indicate a preference for a north-south Downtown active transportation corridor.

Like Option 1, the estimated cost to proceed with detailed design work of the Downtown network is \$350,000. The capital investment for construction of the Downtown Active Transportation Network is estimated at \$3.7 million which includes enhanced pedestrian facilities, improvements to the public realm and dedicated cycling facilities.

Advantages:

- Supports the recommendations in the Growth Plan, the Active Transportation Plan and the Street Design Policy.
- Improves the level of safety for vulnerable road users.
- Provides cyclists with a network of dedicated cycling facilities on busy, high-traffic Downtown streets.
- Cyclists, pedestrians and drivers are familiar with the cycling facilities on 4th Avenue and 23rd Street.
- 4th Avenue is fairly central to Downtown providing decent network coverage.
- Parking is not impacted on 19th Street.
- Vehicle level of service is not impacted on 19th Street or 23rd Street.

Disadvantages:

- Cyclists, pedestrians and drivers are not familiar with a cycling facility on 19th Street.
- 4th Avenue has an inconsistent right-of-way width, requiring the design and operation of the street to change through the length of the corridor.
- On 4th Avenue, there are challenges connecting beyond Downtown at key intersections such as at 25th Street and at the Broadway Bridge.
- 4th Avenue does not have a centre median to restrict turning movements from driveways increasing the opportunity for conflicts.

- Parking is impacted on 23rd Street and 4th Avenue (loss of approximately 13 spaces and 58 spaces respectively).
- 4th Avenue has a higher Annual Average Daily Traffic than 3rd Avenue.
- At peak hour, vehicle level of service along 4th Avenue at 20th Street, 21st Street, and 22nd Street is reduced from Level of Service B to Level of Service C.

Option 3 - No Formal Downtown Network

This option proposes no formal Downtown Active Transportation Network and thus, the removal of the existing protected bike lanes on 23rd Street and 4th Avenue. Specifically, this option eliminates dedicated facilities for cyclists through Downtown and would require cyclists to share the travel lane with vehicles. Furthermore, this option does not include enhancements to pedestrian facilities or improvements to the public realm along the corridors.

Although there are no future financial implications to the City under this option, there are costs associated with the removal of the existing facilities and the restoration of the roadway. The estimated cost to remove the existing cycling facilities and restore the roadways is approximately \$35,000.

Advantages:

- Restores previous parking volumes along 4th Avenue and 23rd Street (increase of approximately 42 spaces).
- Facilitates slight improvements to vehicle level of service.
- Lowers demand on driver attention at conflict points.

Disadvantages:

- Does not support the recommendations in the Growth Plan, the Active Transportation Plan or the Street Design Policy.
- Does not provide cyclists with a network of dedicated cycling facilities on busy, high-traffic Downtown streets.
- Does not provide enhanced facilities for active transportation users through the Downtown.
- Lowers the level of safety for vulnerable road users.
- Loss of prior investments made in 23rd Street and 4th Avenue.

RECOMMENDATION

The Administration recommends that City Council adopt Option 1, and establish the Downtown Active Transportation Network along 3rd Avenue, 19th Street, and 23rd Street.

RATIONALE

The options evaluation conducted in Section 3 illustrates that Option 1 tends to generate the most advantages for a Downtown Active Transportation Network. More

specifically, and considering the technical network analysis that was conducted, a Downtown Active Transportation Network of 3rd Avenue, 23rd Street, and 19th Street is intended to maximize investments in existing active transportation infrastructure, and provide a continuous network of facilities on busy, high-traffic Downtown streets.

Moreover, the proposed recommendation minimizes the various trade-offs that emerge between the variety of users and functions that these Downtown streets serve. For example, the recommended network integrates the active transportation plan into other Downtown initiatives including BRT. As a result, its design provides the most optimal approach in achieving a balance for all users (motorists, cyclists, and pedestrians) in the Downtown.

ADDITIONAL IMPLICATIONS/CONSIDERATIONS

The options in this report are specifically contained to determining a Downtown Active Transportation Network. With the exception of the description in Option 3, the recommendation does not in any detail, address what to do with the existing protected bike lanes nor how to implement the network.

Both Options 1 and 2 could be fully implemented in the short-term (e.g., 3 to 4 years) or at some future date subject to the direction of City Council.

If the implementation of the network occurs in the short term, the estimated timelines could be as follows:

- 2020: Completion of detailed design for all corridors
- 2021: Construction of north-south route corridor
- 2022: Construction of 19th Street corridor
- 2023: Construction of 23rd Street corridor

If implementation is deferred to a subsequent date, only network design would proceed in the short term.

The City is working with federal and provincial governments on potential funding for various infrastructure projects under the 10-year Investing in Canada Infrastructure Plan (ICIP). Active transportation infrastructure is an eligible funding category under the ICIP. The proposed Downtown Active Transportation Network is a project that has potential to receive federal and provincial funding under the ICIP. If submitted and successful, the City would be required to cover approximately 27% of total eligible costs, while the balance would be covered by the governments of Canada and Saskatchewan.

COMMUNICATION ACTIVITIES

Pending City Council endorsement of the recommended network plan, stakeholders and the public will continue to be informed of the project as it moves into the detailed design and implementation stages. Discussions with stakeholders along the selected corridors will occur as the detailed designs progress. A variety of communication tools will be

used to ensure that effective and consistent messages are integrated into each phase once the project enters construction.

PUBLIC NOTICE

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

APPENDICES

1. Downtown Active Transportation Network – Technical Report
2. Downtown Active Transportation Network – Engagement Summary

REPORT APPROVAL

Written by: Danae Balogun, Active Transportation Program Manager

Reviewed by: Jay Magus, Director of Transportation

Approved by: Angela Gardiner, General Manager, Transportation & Construction
Department

Admin Report - Downtown Active Transportation Network.docx

Downtown Active Transportation Network – Technical Report



Authorization

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Director of Transportation

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2 EXECUTIVE SUMMARY

2.1 PROJECT OVERVIEW

Following the conclusion of the Downtown Protected Bike Lane Demonstration in November 2017, the Administration began the Downtown All Ages and Abilities (AAA) Cycling Network study to determine the ‘right streets’ for a complete and connected AAA cycling network in downtown Saskatoon. This study has been rebranded the Downtown Active Transportation (AT) Network study as it has become evident that significant improvements to the pedestrian realm would also be realized through the project, resulting in a series of Active Transportation corridors.

To ensure that the most appropriate streets host active transportation facilities, the assessment took into consideration how active transportation facilities connect to Saskatoon’s wider active transportation network, integration with other key downtown projects, and the impacts to all users in the downtown. The study also took into consideration key active transportation network principles. A discussion of these principles can be found in Section 3: Study Process.

To ensure that the most appropriate streets host active transportation, including AAA facilities, downtown streets were assessed using several factors:







					
Bicycle Network	Cyclist Safety	People Driving	Transit	Business	People Walking
<ul style="list-style-type: none"> • Connections to surrounding areas, with other cycling facilities, and to key destinations 	<ul style="list-style-type: none"> • Conflict with motor vehicles • Merit of segregation 	<ul style="list-style-type: none"> • Automobile travel time • Automobile Level of Service 	<ul style="list-style-type: none"> • Transit stop conflicts and operations 	<ul style="list-style-type: none"> • Parking • Street environment 	<ul style="list-style-type: none"> • Pedestrian improvements • Accessibility

Image 1: Assessment Factors

The assessment did not weigh any category above another. It was used to understand the tradeoffs among all road users that could result from the inclusion of an active transportation facility, including a AAA facility. Detailed results from the analysis are discussed in Section 4: Network Assessment.

After reviewing all of the factors and constraints for each street the following active transportation network configuration is proposed:

North-South route¹:

- 3rd Avenue

East-West routes:

- 19th Street, and
- 23rd Street.

These streets were selected based on a detailed understanding of trade-offs between the variety of users and functions that these downtown streets serve, striving to achieve a balance amongst all users.

Improvements to connections outside of the study area have been identified and will be addressed through detailed design to ensure high-quality connections and seamless transitions. These connections, along with an overview of the network decision making process can be found in Section 5: Proposed Network.

Two types of cycling facilities are proposed for the downtown network: along 3rd Avenue and 23rd Street, unidirectional (one-way) protected bike lanes are proposed. Along 19th Street, a bidirectional facility is proposed. Both facility types have some common design elements such as crossrides, bike boxes, and buffer areas. A detailed discussion of these features can be found in Section 4: Design Elements.

A potential strategy for implementation and a cost estimate breakdown of the downtown network has been prepared. The strategy utilizes a phased approach to implementing the network over 4 years.

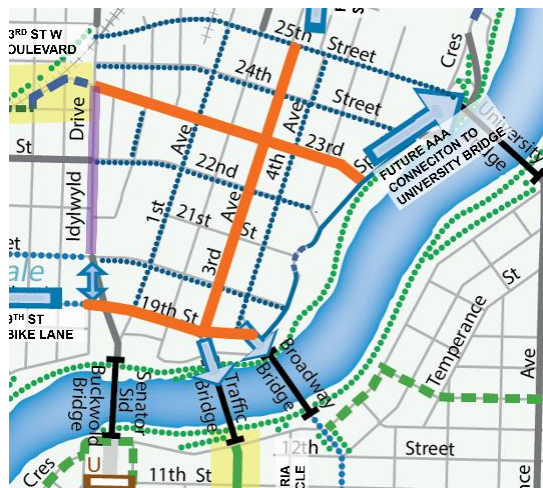


Image 2: Map of Recommended Downtown Network

¹ Idylwyld Drive will also have an active transportation facility. A raised cycle track and multi-use pathway were recommended through the Imagine Idylwyld project. While this proposed facility connects to the downtown network it is not a part of this study.

Table 1: Implementation Strategy & Cost Estimates

Year	Implementation Details	Cost Estimate
2019	Continue to develop conceptual designs	-
2020	Complete detailed design for all corridors.	\$0.435M
2021	Implement 3 rd Avenue active transportation corridor with the exclusion of the curb extensions at the following intersections: <ul style="list-style-type: none"> • 19th Street and 3rd Avenue, • 22nd Street and 3rd Avenue, and • 23rd Street and 3rd Avenue. These intersections would be completed once the detailed design for BRT has been determined. Planters would be used in the interim to delineate future curb extension area.	\$0.7M
2022	19 th Street Implementation 3 rd Ave: 19 th /3 rd Ave intersection completed	\$0.6M
2023	23 rd Street Implementation 3 rd Ave: 22 nd Street and 3 rd Avenue, and 23 rd Street and 3 rd Avenue intersections completed.	\$2.4M
Total Estimated Cost		\$4.054M
Annual Operating Costs (once all three corridors are completed)		\$0.4M

A detailed implementation strategy and cost estimate breakdown is included in Section 7: Implementation Strategy.

A variety of public and targeted stakeholder engagement events have been conducted for the Downtown Active Transportation Network study. Engagement efforts included three Active Transportation Advisory Group Meetings, four stakeholder information sessions, one community open house, one pop up event, and meetings with the Downtown Business Improvement District. A detailed summary of the engagement events is contained within the Downtown Active Transportation Network Engagement Summary.

3 STUDY PROCESS

3.1 STUDY SCOPE

Following the conclusion of the Downtown Protected Bike Lane Demonstration in November 2017, the Administration began the Downtown Active Transportation Network study to determine the 'right streets' for a complete and connected AAA cycling network in downtown Saskatoon.

The study area included all streets within the Central Business District neighbourhood, which is bound by Idylwyld Drive to the west, Spadina Crescent to the east, 25th Street to the north, and 19th Street to the south. All streets within the study area were assessed for suitability for hosting active transportation, including AAA facilities. AAA facilities offer practical route options for people who are interested in cycling, but who may not be comfortable riding on busy streets with high traffic volumes and speeds.



Image 3: Downtown AAA Cycling Network Study Area

The following foundations were established to guide the Downtown Active Transportation Network study:

- The network must take into consideration how active transportation facilities connect to Saskatoon's wider active transportation network;
- The network must integrate with other key downtown projects; and,
- The network must consider the impacts to all users in the downtown to ensure that the most appropriate streets host active transportation, including AAA, facilities.

The study used a three-phase approach to determine suitability:

- Pre-screening to eliminate any street that did not meet the active transportation network principles and project foundations;
- Detailed assessment of suitable streets to consider the impacts to all users when introducing an active transportation, including AAA, facility; and
- Following endorsement of the recommended corridors by City Council, detailed design will proceed on each corridor.

3.2 ACTIVE TRANSPORTATION NETWORK DESIGN PRINCIPLES

3.2.1 City Wide Active Transportation Network Principles

A well-designed active transportation network needs to be visible, intuitive and provide connections between destinations and neighbourhoods.

Ideally, an active transportation network serves users of all ages and abilities – in other words, people from age 8 to age 80 – offering practical route options for those who are interested in cycling, but who may not be comfortable riding on busy streets with high traffic volumes and speeds.

The design and development of a long-term active transportation network for Saskatoon is based on five network planning principles:

1. Provide an interconnected system of facilities that is comfortable and attractive for all users.
2. Increase coverage to ensure all residents are within 400m of a designated bicycle route. The designated route may include both AAA and non-AAA facilities.
3. Focus on high-quality connections to and from downtown with all areas of the city and create a downtown network.
4. Provide a network that provides direct access to major shopping centres, key employment areas, schools, and recreational areas/facilities.
5. Improve and connect to existing active transportation routes.

3.3 ALL AGES AND ABILITIES (AAA) BICYCLE NETWORK PRINCIPLES

Building on the city-wide active transportation network principles, there are three key principles of developing and designing cycling facilities that offer options for people of all ages and abilities: safety, comfort and connectivity. The facility must:

1. **Safety:** Be safe because cyclists are vulnerable road users;
2. **Comfort:** Be comfortable in order to attract new cyclists; and
3. **Connectivity:** Connect not only to other facilities but also to key destinations in order to be practical.

Table 2: AAA Cycling Network Principles

Safety	Comfort	Connectivity
<ul style="list-style-type: none"> • Minimize and consolidate conflict points between modes (for example, at intersections or driveway crossings). • Reduce speed and enhance visibility at intersections and conflict points. • Provide each mode with a clearly defined space for travel. • Provide consistent treatments to promote predictable behavior for all users. • Ensure facilities are easy to maintain to facilitate safe cycling conditions. 	<ul style="list-style-type: none"> • Separate bicycles from motor vehicles when speeds are over 30 km/hr and traffic volumes exceed 1,500 vehicles per day. • Ensure the amount of delay for people riding bikes is reasonable and balanced with other users. • Minimize encounters between people riding bikes, driving vehicles and walking. • Accommodate side by side cycling and passing movements, where feasible. • Provide smooth vertical transitions and pavement surfaces free from obstructions. 	<ul style="list-style-type: none"> • Provide direct and convenient connections that minimize detours. • Connect to local and city-wide destinations. • Integrate into the larger multimodal transportation network. • Provide seamless transitions between different types of cycling facilities. (For example: from a raised cycle track to a multi-use pathway). • Ensure key destinations and regional routes are interconnected with the bicycle network.

3.4 PRE-SCREENING OF STREETS

As part of the initial phase of the process, six downtown streets were pre-screen and eliminated from consideration as they did not integrate to the wider active transportation network beyond the study area.

Table 3: Streets Eliminated from Detailed Downtown Active Transportation Network Assessment

Streets Eliminated	Reason for Elimination
5th Avenue (Between 22 nd Street and 25 th Street)	<ul style="list-style-type: none">• Does not connect well to the south end of the study area• Highly residential in nature with a low number of city-wide destinations
6th Avenue (Between 24 th Street and 25 th Street)	<ul style="list-style-type: none">• Only extends for one block within the study area
21 st Street E	<ul style="list-style-type: none">• Low connectivity on west and east ends as it terminates at 1st Avenue and Spadina Crescent
Ontario Avenue, Wall Street, Pacific Avenue	<ul style="list-style-type: none">• Streets do not connect well to the north and south ends of study area• Potential in the future to serve as a secondary cycling connection to provide local access

These streets have been excluded from the detailed assessment of streets suitable for supporting active transportation and AAA connections to the city-wide network. The exclusion of these downtown streets does not preclude them from being a part of the local cycling network circulation. The exclusion of these streets from the overall active transportation and AAA network were presented at the first stakeholder meeting and generally supported by attendees.

3.5 INTEGRATION WITH KEY DOWNTOWN PROJECTS

The proposed network takes into consideration the Bus Rapid Transit (BRT) route identified through downtown, the recommendations included within the Imagine Idylwyld project, and the Traffic Bridge replacement. Discussions occurred with the respective project managers throughout the development of the Downtown Active Transportation Network study.

4 NETWORK ASSESSMENT

Downtown streets support a number of different land uses through a variety of travel modes. When assessing the appropriate streets for an active transportation facility, it is important to consider the impacts to all users in the downtown. The factors used for the assessment relate to one or more of the Principles outlined earlier. The factors used to complete the assessment and the findings are outlined on the following pages.

Table 4: Summary of Evaluation Criteria

Summary of Evaluation Criteria	
<p>Bicycle Network</p> <ul style="list-style-type: none"> • Linkages to surrounding areas: Corridors providing better linkages across major barriers such as busy streets and river crossings should be preferred. • Linkages with other cycling facilities: Corridors that offer a strong potential for interconnection with existing and planned City bicycle facilities should be preferred. • Current and potential bicycle traffic: Corridors where a large number of existing and potential bicycle trips originate and terminate should be preferred. <p>Cyclist Safety</p> <ul style="list-style-type: none"> • Conflict with motor vehicles: Corridors with fewer number of turning movements at intersections, driveways, and lanes should be preferred. • Merit of segregation: Corridors with higher overall traffic volumes, higher truck traffic volumes, higher traffic speeds, and that have a higher potential for illegal stopping should be strongly preferred. Separation on such corridors will provide the greatest benefit to cyclists. <p>People Walking</p> <ul style="list-style-type: none"> • Pedestrian improvements: Corridors that have potential to improve the pedestrian safety should be preferred. For example, pedestrian separation from motor vehicles and cyclists or changes to crossing distances at intersections improve conditions for people walking. • Accessibility: Corridors where implementation of the bicycle facility will have lowest relative impact on users with mobility needs should be preferred. 	<p>People Driving</p> <ul style="list-style-type: none"> • Automobile travel time: Corridors with the least impact on automobile delay and travel time should be preferred. <p>Transit</p> <ul style="list-style-type: none"> • Transit stop conflicts: Corridors with fewer bus stops and lower frequency of bus service should be preferred because there will be fewer conflicts between cyclists and passengers entering or exiting buses. • Transit operations: Corridors with the least impact on transit travel time should be preferred. <p>Business</p> <ul style="list-style-type: none"> • Parking: Corridors where implementation of the bicycle facility will have the lowest relative impact on the total parking supply should be preferred. • Street environment: Implementation of the cycling facility will increase the distance between the sidewalk and moving automobiles, with likely benefits for street-level commerce. Corridors with a significant amount of street-level commerce should therefore be preferred.

4.1 SUMMARY OF ASSESSMENT

Table 5: Summary of Assessment

North-South Streets	
Idylwyld Drive 20 th Street to 25 th Street	<ul style="list-style-type: none"> The Imagine Idylwyld project recommends the inclusion of a raised cycle track through the downtown, facilitating connections between major downtown attractions such as TCU, River Landing, Farmers' Market, and major retail destination in Downtown and Riversdale. The Downtown Active Transportation Network study supports this recommendation.
1st Avenue 19 th Street to 25 th Street	<ul style="list-style-type: none"> 1st Avenue, while having good connectivity beyond the study area, does not connect well with existing or planned active transportation or AAA facilities. Adding an active transportation facility to 1st Avenue had the largest negative impact to motor vehicles, increasing corridor travel time and decreasing LOS at key intersections such as 22nd Street. This impact to traffic was deemed to be too great a trade-off to consider 1st Avenue for the active transportation network.
2nd Avenue Spadina Crescent to 25 th Street	<ul style="list-style-type: none"> 2nd Avenue has excellent connectivity beyond the study area, great downtown coverage, a number of destinations along it, and limited impact to motor vehicle travel time and LOS at intersections. However, 2nd Avenue, being a retail oriented street, also possesses the highest number of parking spaces and therefore would incur the highest number of parking losses (nearly half of the current spaces would be removed) with the inclusion of a cycling facility. This impact to parking was deemed to be too great a trade-off to consider 2nd Avenue for the active transportation network.
3rd Avenue Spadina Crescent to 25 th Street	<ul style="list-style-type: none"> 3rd Avenue has excellent connectivity beyond the study area, great connections to the Traffic Bridge to the south, and smooth transitions north at 25th Street. The Street has excellent coverage through the downtown, and serves a number of destinations. Adding an active transportation facility to 3rd Avenue does impact motor vehicles, increasing corridor travel time and decreasing LOS at 20th Street, however the impact to motor vehicles along this corridor are less than the impacts to motorist vehicles on 1st Avenue. The addition of an active transportation facility does reduce the number of parking spaces, but the impacts to parking are significantly less along 3rd Avenue than 2nd Avenue. The presence of centre medians reduces the number of conflict points improving the safety of the street. In comparing the trade-offs between the available north-south streets, 3rd Avenue was selected as an active transportation network street as it offered the most balanced impact to all users.
4th Avenue 19 th Street to 25 th Street	<ul style="list-style-type: none"> 4th Avenue has good connectivity beyond the study area, with some challenges noted at the connection to the Broadway Bridge that should be addressed through intersection improvements. The street is fairly central to downtown providing decent coverage, and there are city-wide destinations along this street. Adding an active transportation facility to 4th Avenue does impact motor vehicles, increasing corridor travel time and decreasing LOS at key intersections such as 22nd Street. The impact to motor vehicles along this corridor are less than the impacts to motorist vehicles on 1st Avenue but more than the impacts on 3rd Avenue.

	<ul style="list-style-type: none"> The addition of an active transportation facility does reduce the number of parking spaces, but the impacts to parking are significantly less along 4th Avenue than 2nd Avenue. While 4th Avenue is a viable option for an active transportation cycling facility, 3rd Avenue is technically preferred.
Spadina Crescent 20 th Street to 25 th Street	<ul style="list-style-type: none"> Spadina Crescent was found to have good connectivity beyond the study area but, due to its location on the edge of downtown, the coverage and destinations served by Spadina Crescent are not as ideal as other streets more central to the downtown. As Spadina Crescent does not have signalized intersections, impacts to motor vehicle LOS and corridor travel time would be minimal with the addition of an active transportation facility. An additional constraint with Spadina Crescent is the available width from curb-to-curb due to the wide promenade with mature trees. Due to the lack of pavement width, more than 80% of the parking along Spadina Crescent would need to be removed. This impact to parking and lack of available width removed Spadina Crescent from consideration for the active transportation network.
East-West Streets	
19th Street Avenue A to Spadina Crescent	<ul style="list-style-type: none"> 19th Street was found to have good connectivity, but limited coverage due to its location at the edge of the study area. However, the connections to Traffic Bridge and Broadway Bridge make it an excellent candidate to serve the city-wide active transportation network. 19th Street west of Avenue A is also proposed to have an active transportation facility through the 19th Street Corridor Review Project. The inclusion of an active transportation facility had minimal impact to motor vehicle intersection LOS and corridor travel time. Additionally, no parking would need to be removed to add an active transportation facility to 19th Street. 19th Street was selected as an active transportation network street.
20th Street Idylwyld Drive to Spadina Crescent	<ul style="list-style-type: none"> 20th Street has good connectivity, and ok coverage of the downtown. The street does not connect directly to any bridges, but does connect to the proposed active transportation facility on Idylwyld Dr. 20th Street has a number of retail shops and restaurants west of Idylwyld Drive, but less though downtown. Adding an active transportation facility to 20th Street does impact motor vehicles, increasing corridor travel time and decreasing intersection LOS at all intersections. Introducing an active transportation facility to 20th Street also reduces parking opportunities on the street. 20th Street was not selected as an active transportation network street.
22nd Street Idylwyld Drive to Spadina Crescent	<ul style="list-style-type: none"> 22nd Street has decent connectivity and great coverage of the downtown due to its central location. It does not connect directly to any bridges. Adding an active transportation facility to 22nd Street does impact motor vehicles, increasing corridor travel time, however, there were no impacts to intersection LOS, with the exception of 3rd Avenue and 22nd Street. 22nd St was not selected as an active transportation network street.
23rd Street Idylwyld Drive to Spadina Crescent	<ul style="list-style-type: none"> 23rd Street has great connectivity and the highest coverage of downtown. It connects directly with the existing Blairmore Bikeway to the west, and connects indirectly with University Bridge to the east. Adding an active transportation facility to 23rd Street had negligible impact motor vehicles, with no increases to corridor travel time and no impact to intersection LOS. Additionally, the inclusion of an active transportation facility had minimal impact to parking, with a reduction of 13 spaces.

	<ul style="list-style-type: none"> • Transit is currently operating on 23rd Street, but with the implementation of BRT, transit is not expected to stay on 23rd Street, which would remove the existing transit terminal. • Due to the excellent connectivity and coverage, and minimal impact to other downtown users, 23rd Street was selected for the active transportation network.
24th Street Idylwyld Drive to Spadina Crescent	<ul style="list-style-type: none"> • 24th Street has good connectivity beyond the study area, a better connection to the University Bridge than 23rd Street, and decent coverage of the downtown, though less-so than 23rd Street. • Adding an active transportation facility to 24th Street does impact motor vehicles, increasing corridor travel time, however, there were no impacts to intersection LOS, with the exception of 4th Avenue and 24th Street. • Introducing an active transportation facility to 24th Street also reduces parking opportunities on the street by nearly 50%. • 24th Street was not selected an active transportation network street.
25th St Idylwyld Dr to Spadina Crescent	<ul style="list-style-type: none"> • 25th Street has good connectivity on either end of the study area, but has limited coverage due to its proximity on the edge of the study area. It connects directly to the University Bridge to the east, and to the West/Central Multi-Use Corridor at Idylwyld Drive. • 25th Street was removed from consideration for the downtown active transportation network at this time.

4.2 ACTIVE TRANSPORTATION NETWORK

4.2.1 Linkages to surrounding areas

Corridors providing better linkages across major barriers such as busy streets and river crossings should be preferred. To determine how well each corridor connected to the surrounding area each downtown street was assessed for:

- **Connections beyond downtown:** How well does the street connect beyond the study area?
- **Coverage:** What percentage of downtown falls within 400 m of the street?²

² The AT Plan recommends that cycling facilities be installed at 400 m spacing to provide balanced access to cycling facilities.

Table 6: Active Transportation Network - Linkages to Surrounding Areas for N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Connections – North	Extends beyond 25 th Street.	Extends beyond 25 th Street.	Extends beyond 25 th Street.	Extends beyond 25 th Street.	Extends beyond 25 th Street.	Extends north of 25 th Street. Connects with Meewasin Trail system.
Connections - South	Terminates at 20 th Street. Connects through Avenue A to 19 th Street.	Southbound terminates at 19 th Street. Northbound begins at 20 th Street due to Idylwyld Freeway Ramps.	Terminates at Spadina Crescent.	Terminates at Spadina Crescent.	Intersection improvements are planned that will improve the connection to the Broadway Bridge.	Terminates at 2nd Avenue. Connects with Meewasin Trail system.
Coverage	40%	65%	75%	75%	70%	55%

Table 7: Active Transportation Network - Linkages to Surrounding Areas for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Connections – East	Terminates at 4th Avenue.	Terminates at Spadina Crescent.	Terminates at Spadina Crescent, but deflects south at 5th Avenue.	Terminates at Spadina Crescent.	Terminates at Spadina Crescent.	Terminates at Spadina Crescent.
Connections - West	Continues to Avenue M.	Continues to Vancouver Avenue.	Continues to City Limits.	Continues to Vancouver Avenue with a slight deflection at Jamieson Street.	Terminates at Idylwyld Drive.	Terminates at Idylwyld Drive.
Coverage	35%	50%	65%	70%	60%	40%

4.2.2 Linkages with other active transportation facilities

Corridors that offer a strong potential for interconnection with existing and planned bicycle facilities should be preferred. To assess how well each corridor connected to existing and future active transportation facilities, downtown streets were assessed for:

- **Bridges:** How well does the corridor connect to the existing bridge infrastructure?
- **Existing active transportation and AAA facilities:** How well does the corridor connect to existing active transportation and all ages and abilities cycling facilities?
- **Proposed active transportation and AAA Facilities:** How well does the corridor connect to future active transportation and all ages and abilities cycling facilities?

Table 8: Active Transportation Network: Linkages with other Facilities for N-S streets

	Idylwyld Drive	1st Avenue	2nd Avenue	3rd Avenue	4th Avenue	Spadina Crescent
Bridges	Direct connection to Sid Buckwold Bridge but the link to walkway is challenging.	Direct connection to Sid Buckwold Bridge but the link to walkway is challenging.	Indirect connection to Traffic Bridge and Broadway Bridge by way of 19 th Street.	Direct connection to Traffic Bridge. Connection to Broadway Bridge by way of 19 th Street.	Northbound connection from Broadway Bridge to 4th Avenue is adequate. (Intersection improvements are planned.)	Direct connection to University Bridge and Traffic Bridge. Does not connect with Broadway Bridge.
Existing Active Transportation Facilities	Connects with Blairmore Bikeway and WC Multi-Use Corridor.	None	2 nd Avenue becomes 3 rd Avenue to connect with 33rd Street Multi-Use Pathway	Direct connection to Traffic bridge and Cycle Track on Victoria Avenue.	None	Connects to Meewasin trail system.
Proposed Active Transportation Facilities	Connects through Avenue A to proposed 19th Street protected bike lane (Avenue A - Avenue H).	None	None	None	None	None

Table 9: Active Transportation Network: Linkages with other Bicycle Facilities for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Bridges	Direct connection to Traffic Bridge and Broadway Bridge.	No bridge connections.	No bridge connections.	Indirect connection to University Bridge.	Indirect connection to University Bridge	Direct connection to University Bridge.
Existing Active Transportation Facilities	None	None	None	Connects to Blairmore Bikeway	None	Connects to W/C Multi-Use Corridor
Proposed Active Transportation Facilities	Connects to proposed 19th Street protected bike lane (Avenue A - Avenue H).	Connects to proposed raised cycle track on Idylwyld Drive.	Connects to proposed raised cycle track on Idylwyld Drive.	Connects to proposed raised cycle track on Idylwyld Drive.	Connects to proposed multi-use pathway on Idylwyld Drive.	Connects to proposed multi-use pathway on Idylwyld Drive.

4.2.3 Current and potential bicycle traffic

Corridors in which a large number of existing and potential bicycle trips originate and terminate should be preferred. To assess the potential for bicycle trips, downtown streets were assessed for:

- **Key destinations served:** How many city-wide destinations would be served by an active transportation facility on this corridor?

Table 10: Active Transportation Network: Key Destinations Served for N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Key Destinations Served	<ul style="list-style-type: none"> • Midtown Plaza • TCU Place 	<ul style="list-style-type: none"> • Gov't of Canada Building • Midtown Plaza • Scotia Centre 	<ul style="list-style-type: none"> • Remail Modern • River Landing • Scotia Centre • Lots of retail • Lots of restaurants 	<ul style="list-style-type: none"> • Francis Morrison Library • City Hall • Sturdy Stone • Some retail shops • Some restaurants • Educational intuitions 	<ul style="list-style-type: none"> • Francis Morrison Library • City Hall • Sturdy Stone • More office than retail • Some restaurants 	<ul style="list-style-type: none"> • Remail Modern • River Landing • Court of Queen's Bench • Medical Offices • General Offices

Table 11: Active Transportation Network: Key Destinations Served for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Key Destinations Served	<ul style="list-style-type: none"> • River Landing • Remail Modern • Farmer's Market • Prov. Court • Midtown Plaza 	<ul style="list-style-type: none"> • Midtown Plaza • Several retail shops west of Idylwyld Drive 	<ul style="list-style-type: none"> • TCU Place • Sturdy Stone • Some office /retail 	<ul style="list-style-type: none"> • Francis Morrison Library • City Hall • Medical Offices 	<ul style="list-style-type: none"> • Kinsmen Park • City Hall 	<ul style="list-style-type: none"> • Kinsmen Park • Police Station

4.3 CYCLIST SAFETY

4.3.1 Conflict with motor vehicles:

Corridors with fewer number of turning movements at intersections, driveways, and lanes should be preferred. Two metrics were used to assess each street:

- **Average Daily traffic volume:** How many vehicles, on average, use this street on a daily basis?
- **Number of driveways and rear lanes per block:** How many potential conflict points are present along each block face of this street?

Table 12: Cyclist Safety: Conflicts with Vehicles for N-S streets

	Idylwyld Drive		1 st Avenue		2 nd Avenue		3 rd Avenue		4 th Avenue		Spadina Crescent	
Motor Vehicles per Day	28,000 – 31,000 (2016 AADT ³)		13,000 – 22,000 (estimated ⁴)		5,000 - 16,000 (estimated)		7,000 – 9,000* (estimated)		12,000 – 22,000* (estimated)		6,000 – 9,000 (2016 AADT)	
Number of driveways and lanes per block	TOTAL	19	TOTAL	24	TOTAL	13	TOTAL	22	TOTAL	28	TOTAL	19
	20 th to 22 nd	7	20 th to 21 st	4	19 th to 20 th	2	19 th to 20 th	6	19 th to 20 th	3	19 th to 20 th	3
	22 nd to 23 rd	7	21 st to 22 nd	5	20 th to 21 st	2	20 th to 21 st	4	20 th to 21 st	4	20 th to 21 st	1
	23 rd to 24 th	6	22 nd to 23 rd	3	21 st to 22 nd	2	21 st to 22 nd	4	21 st to 22 nd	4	21 st to 22 nd	4
	24 th to 25 th	3	23 rd to 24 th	5	22 nd to 23 rd	2	22 nd to 23 rd	2	22 nd to 23 rd	3	22 nd to 23 rd	5
			24 th to 25 th	7	23 rd to 24 th	1	23 rd to 24 th	2	23 rd to 24 th	6	23 rd to 24 th	3
					24 th to 25 th	4	24 th to 25 th	4	24 th to 25 th	5	24 th to 25 th	3

Table 13: Cyclist Safety: Conflicts with Vehicles for E-W streets

	19 th Street		20 th Street		22 nd Street		23 rd Street		24 th Street		25 th Street	
Motor Vehicles per Day	17,000 – 25,000* (estimated)		13,000 – 20,000* (estimated)		15,000 – 30,000* (estimated)		7,000 – 12,000* (estimated)		8,000 – 13,000* (estimated)		23,000 – 43,000 (2016 AADT)	
Number of driveways and lanes per block	TOTAL	8	TOTAL	13	TOTAL	15	TOTAL	16	TOTAL	35	TOTAL	23
	1 st to 2 nd	3	Idylwyld to 1 st	3	Idylwyld to Pacific	2	Idylwyld to Wall	3	Idylwyld to Wall	3	Idylwyld to Ontario	3
	2 nd to 3 rd	3	1 st to 2 nd	1	Pacific to 1 st	5	Wall to Pacific	3	Wall to Pacific	1	Ontario to 1 st	5
	3 rd to 4 th	2	2 nd to 3 rd	0	1 st to 2 nd	2	Pacific to 1 st	3	Pacific to Ontario	4	1 st to 2 nd	3
			3 rd to 4 th	3	2 nd to 3 rd	2	1 st to 2 nd	0	Ontario to 1 st	5	2 nd to 3 rd	4
			4 th to Spadina	6	3 rd to 4 th	2	2 nd to 3 rd	4	1 st to 2 nd	3	3 rd to 4 th	1
					4 th to Spadina	1	3 rd to 4 th	0	2 nd to 3 rd	4	4 th to 5 th	3
							4 th to 5 th	2	3 rd to 4 th	1	5 th to 6 th	4
							5 th to 6 th	4	4 th to 5 th	3	6 th to Spadina	7
									5 th to 6 th	4		
									6 th to Spadina	7		

4.3.2 Merit of segregation

Corridors with higher overall traffic volumes, higher truck traffic volumes, higher traffic speeds, and which have a higher potential for illegal stopping should be strongly preferred. Separation on such corridors will provide the greatest benefit to cyclists.

When speeds are over 30 km/hr and traffic volumes exceed 1,500 vehicles per day, active transportation facilities should be separated from motor vehicles. As was noted previously the downtown streets considered for detailed review exceed this volume and speed, and therefore merit segregation.

³ 2016 Average Annual Daily Traffic (AADT) from City of Saskatoon

⁴ Estimated based on PM peak hour projections

4.4 PEOPLE WALKING

4.4.1 Pedestrian improvements

Corridors that have potential to improve pedestrian safety should be preferred. For example, pedestrian separation from motor vehicles and cyclists or changes to crossing distances at intersections improve conditions for people walking. Downtown streets were assessed for existing pedestrian conditions (such as streetscaping) and whether inclusion of a cycling facility could provide any additional benefit for pedestrians.

- **Opportunity for improvements:** Does adding an active transportation facility to this corridor improve conditions for pedestrians?

Table 14: People Walking: Opportunity for Pedestrian Improvements to N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Opportunity for Improvements	Imagine Idylwyld proposes crossing modifications and streetscape amenities.	Opportunity for better crossings for pedestrians north of 22 nd Street.	Already a pedestrian priority street with significant pedestrian amenities and short crossing distances.	Streetscape conditions exist south of 22 nd Street. Opportunity for additional improvements north of 22 nd Street.	Already streetscaped but offer increased buffer from vehicle traffic.	East side has promenade. West side could benefit from sidewalk enhancements.

Table 15: People Walking: Opportunity for Pedestrian Improvements to E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Opportunity for Improvements	Increased buffer from motor traffic.	Increased buffer from motor traffic.	Increased buffer from motor traffic.	Increased buffer from motor traffic.	Increased buffer from motor traffic.	Already streetscaped but offer increased buffer from motor traffic.

4.4.2 Accessibility

Corridors in which implementation of the bicycle facility will have lowest relative impact on users with mobility needs should be preferred. Accessibility needs are an essential part of ensuring that the needs of all users can be accommodated on downtown streets. Accessibility needs, such as accessible parking or raised curb treatments, can be applied to all of the candidate corridors and will be addressed through detailed design. Additional details on accessible design treatments can be found in Section 6 of this report.

4.5 TRANSIT

4.5.1 Transit stop conflicts

Corridors with fewer bus stops and lower frequency of bus service should be preferred as there will be fewer conflicts between cyclists and passengers entering or exiting buses. Downtown streets were assessed for the number of transit stop conflicts:

- **Current number of stops:** How many transit stops exist along this corridor today?

Table 16: Transit: Transit Stop Conflicts for N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Current # of Transit Stops	0	6	2	12	3	0

Table 17: Transit: Transit Stop Conflicts for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Current # of Transit Stops	5	3	4	9	2	9

4.5.2 Transit Operations

Corridors with the least impact on transit travel time should be preferred. Downtown streets were assessed for whether a transit route was present or planned:

- **Current transit route:** Does transit currently operate along this corridor?
- **Future transit route:** Has Transit identified this corridor as a future BRT route?

Table 18: Transit: Transit Operations for N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Current Transit Route	No	Yes	Yes	Yes	Yes	No
Future Transit Route	Not Identified	Possible BRT Route	Not Identified	Possible BRT Route	Not identified	Not identified

Table 19: Transit: Transit Operations for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Current Transit Route	Yes	Yes	Yes	Current transit terminal conflict from 2 nd Avenue to 3 rd Avenue	Yes	Yes
Future Transit Route	Possible BRT Route	None identified	Possible BRT Route	None identified	None identified	Possible BRT Route

4.6 BUSINESS

4.6.1 On-Street Parking

Corridors where implementation of an active transportation facility will have the lowest relative impact on the total on-street parking supply should be preferred. Parked cars near intersections and driveways limit motor vehicle driver visibility of approaching cyclists and motor traffic. The number of parking spaces along a street were quantified to understand the number of parking spaces that would be removed by the installation of an active transportation facility on the corridor.

The current number of parking spaces identified below are from the 2016 Parking Study.

- **Current number of parking spaces:** How many spaces are currently available along this corridor?
- **Number of parking spaces with active transportation facility:** How many spaces are available with an active transportation facility along this corridor?
- **Change in number of parking spaces:** How many spaces are removed when an active transportation facility is added to this corridor?

Table 20: Business: Impacts to On-street Parking with Addition of Active Transportation Facility for N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Current number of Spaces	0	120	322	156	152	92
Number of Spaces with Active Transportation	0	72	146 ⁵	102	94	12 ⁶
Change in Number of Spaces	0	-48	-176	-54	-58	-80

⁵ Angle parking converted to parallel parking

⁶ Parking on west side removed

Table 21: Business: Impacts to On-street Parking with Addition of Active Transportation Facility for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Current number of Spaces	17	118	96	103	124	58
Number of Spaces with Active Transportation	17	80	63	90 ⁷	66 ⁸	50
Change in Number of Spaces	0	-38	-33	-13	-58	-8

4.6.2 Street environment

Implementation of an active transportation facility will provide sidewalks with additional buffering from automobiles and improve the pedestrian environment, with likely benefits for street-level commerce. Corridors with a significant amount of street-level commerce should therefore be preferred. Generally, the higher number of building entrances the more active the street level environment will be. The numbers were outlined below were obtained from inventory gathered in phase one of the City Centre Plan: Public Spaces, Activity + Urban Form Strategic Framework.

- **Number of building entrances:** How much street-level activity is there along each corridor?

Table 22: Business: Number of Building Entrances for N-S streets

	Idylwyld Drive	1 st Avenue	2 nd Avenue	3 rd Avenue	4 th Avenue	Spadina Crescent
Number of building entrances	35 (3.8 per block face)	54 (4.5 per block face)	124 (8.8 per block face)	96 (6.8 per block face)	41 (3.4 per block face)	28 (4.6 per block face)

Table 23: Business: Number of Building Entrances for E-W streets

	19 th Street	20 th Street	22 nd Street	23 rd Street	24 th Street	25 th Street
Number of building entrances	7 (1.2 per block face)	23 (2.3 per block face)	31 (3.1 per block face)	21 (1.5 per block face)	33 (2.0 per block face)	24 (1.6 per block face)

4.7 PEOPLE DRIVING

Corridors with the least impact on automobile delay and travel time should be preferred. Downtown streets were evaluated to determine the streets that have spare existing capacity and could accommodate reducing the number of vehicle lanes and replacing them with protected bike lanes.

For each street in the downtown, two street configurations were compared:

- **Existing street configuration:** Does not include the changes made to 23rd Street and 4th Avenue as part of the Downtown Protected Bike Lane Demonstration Project.

⁷ On-street parking added in transit terminal

⁸ Parking removed on south side between Ontario Avenue & Idylwyld Drive

- **Active Transportation facility configuration:** Traffic lanes and parking adjusted to make room for an active transportation facility.

The traffic volumes used to conduct this analysis are consistent with Saskatoon at a population of 300,000 with Bus Rapid Transit (BRT) implemented. Specific assumptions include:

- Traffic Bridge is open.
- Parcel YY in River Landing is built out (increase in traffic due to development).
- Transit terminal on 23rd Street is no longer present. Through traffic movements along 23rd Street have been added.
- BRT reduces traffic lanes and prohibits turning movements. All analyses consider the changes in travel pattern in the downtown.
- No change in mode share from private motor vehicle toward transit, walking or cycling.
- Idylwyld Drive was not included in this assessment because the Imagine Idylwyld included extensive traffic capacity analysis.

4.7.1 Right-of-Way Width Constraints

Downtown streets have varying Right-of-Way (ROW) widths. As well, the pavement width between curbs are different depending on streetscaping and traffic controls. All downtown streets were determined to have adequate space with the exception of Spadina Crescent, which was ruled out for an active transportation facility because of limited available ROW due to the wide promenade on the east side with mature trees and elevation differences between the sidewalk and boulevard on the west side.

Table 24: People Driving: Available Right-of-Way and Pavement Width for N-S streets

	1 st Avenue		2 nd Avenue		3 rd Avenue		4 th Avenue		Spadina	
	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)
19th to 20th	ramp	ramp	22.9	30.2	22.9	30.2	20.7	30.2	13.7	40.0
20th to 21st	22.9	30.2	22.9	30.2	22.9	30.2	20.7	30.2	13.7	40.0
21st to 22nd	22.9	30.2	22.9	30.2	22.9	30.2	20.7	30.2	12.2	22.9
22nd to 23rd	22.9	30.2	22.9	30.2	22.9	30.2	20.7	30.2	12.2	22.9
23rd to 24th	22.9	30.2	22.9	30.2	22.9	30.2	20.4	30.2	12.2	19.1
24th to 25th	22.9	30.2	22.9	30.2	22.9	30.2	16.8	30.2	12.2	40.0

Table 25: People Driving: Available Right-of-Way and Pavement Width for E-W streets

	19 th Street		20 th Street		22 nd Street		23 rd Street		24 th Street	
	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)	Pavement (m)	ROW (m)
Idylwyld to 1st	19.0	31.6	24.1		22.9	30.2	22.9	30.2	13.4	20.1
1st to 2nd	19.0	30.2	23.9	30.2	22.9	30.2	22.9	30.2	22.9	30.2
2nd to 3rd	22.9	30.2	21.4	30.2	22.9	30.2	22.9	30.2	22.9	30.2
3rd to 4th	22.9	30.2	20.1	30.2	22.9	30.2	transit	30.2	16.8	30.2
4th to Spadina			20.1	30.2	22.9	30.2	16.8	30.2	12.2	30.2

4.7.2 Motor vehicle traffic flow assessment

Synchro and SimTraffic traffic analysis software programs were used to model the downtown street network. This program includes traffic information, roadway configuration information, and traffic signal design and timing information as inputs. Program outputs include traffic performance measures and parameters that can be used to set signal timing and change or optimize traffic signal performance. Synchro can be readily used to forecast traffic changes through a change in the street configuration to add an active transportation facility or reassign vehicle traffic lanes. It can readily predict changes in traffic performance and may suggest minor changes in signal timing to alleviate potential problems.

The Synchro model was adjusted to remove one vehicle lane or turn lanes and add turn lanes where necessary to accommodate protected bike lanes and manage conflicts. All downtown streets were determined to have spare capacity.

4.7.2.1 Intersection delay (Level of Service)

Delay is defined as “the additional travel time experienced by a driver” in the Highway Capacity Manual (HCM). This includes time spent decelerating, waiting at a signal, and accelerating. Intersection delay is the average control delay for all approaching vehicles based on the amount of volume within each lane approaching the signal. Typically, the Level of Service (LOS) within a central business district during the peak hours should be better than LOS E.

Table 26: Motor vehicle Level of Service (LOS) Thresholds at Signalized Intersections

LOS	Average Delay per vehicle (seconds)
A	≤ 10
B	> 10-20
C	> 20-35
D	> 35-55
E	> 55-80
F	> 80

4.7.2.2 Automobile travel time

Travel time through the signalized corridors of each street was evaluated using SimTraffic to account for accumulated delays and queues between intersections. 3rd Avenue was not reconfigured for the traffic analysis because the evaluation assumes that BRT has been implemented and traffic diversion has occurred through the rest of downtown.

Table 27: People Driving: Intersection LOS and travel time with the addition of active transportation facility for N-S streets

	1 st Avenue		2 nd Avenue		3 rd Avenue ⁹		4 th Avenue ¹⁰	
	Existing	AT	Existing	AT	Existing	AT	Existing	AT
19th	C	E	B	B	C	C	B	B
20th	B	E	A	A	B	C	B	C
21st	B	C	A	A	B	B	B	C
22nd	D	F	B	B	C	C	B	C
23rd	B	B	B	B	B	B	B	B
24th	B	B	B	D	B	B	B	B
Travel time (min)	3.70	7.00	1.90	3.40	3.14	4.67	2.20	4.50
Change (min)	+ 3.30		+ 1.50		+1.53		+ 2.30	
Peak direction	Southbound		Northbound		Southbound		Southbound	

Table 28: People Driving: Intersection LOS and travel time with the addition of cycling facility for E-W streets

	19 th Street		20 th Street		22 nd Street		23 rd Street		24 th Street	
	Existing	AT	Existing	AT	Existing	AT	Existing	AT	Existing	AT
Ontario									B	B
Pacific					B	B	A	A	B	B
1st	C	C	B	D	D	D	B	B	B	B
2nd	B	B	A	B	B	B	B	B	B	B
3rd	C	C	B	D	B	C	B	B	B	B
4th	B	B	B	C	B	B	B	B	B	C
Travel time (min)	1.7	2.6	1.8	3.7	2.2	3.8	2.0	2.0	1.7	2.7
Change (min)	+ 0.9		+ 1.9		+ 1.6		negligible		+ 1.0	
Peak direction	Eastbound		Westbound		Westbound		None		Eastbound	

⁹ Analyses take into account the changes in travel pattern in the Downtown with Bus Rapid Transit on 1st Avenue.

¹⁰ Analyses take into account the changes in travel pattern in the Downtown with Bus Rapid Transit on 3rd Avenue.

5 PROPOSED NETWORK

5.1 OVERVIEW OF NETWORK DECISION MAKING

As illustrated in the assessment, downtown streets support a number of different land uses through a variety of travel modes, and it is important to consider the impacts to all users. The assessment did not weigh any category above another, rather, it was used to understand the trade-offs among all road users that could result from the inclusion of an active transportation cycling facility.

Table 29: Summary of Decision Making for North-South Streets

Factor	Summary
Cycling Network	All streets provide decent connectivity beyond the study area. 3 rd Avenue provides the best connectivity beyond the study area and the greatest coverage of the downtown.
Impact to Motorists	All streets experienced impacts to LOS and corridor travel time. 1 st Avenue had the highest negative impact.
Parking	There are reductions in parking supply for all streets.
Transit	There is insufficient right-of-way width to include an active transportation facility and a dedicated BRT runningway on the same street.

Table 30: Summary of Decision Making for East-West Streets

Factor	Summary
Cycling Network	All streets provide decent connectivity beyond the study area. 23 rd Street provides the most coverage of downtown.
Impact to Motorists	All streets experienced impacts to LOS and corridor travel time. 20 th Street and 22 nd Street had the highest negative impacts.
Parking	There is no impact to parking supply along 19 th Street and minimal impact to parking along 23 rd Street.
Transit	22 nd Street is not an ideal choice for an active transportation facility because BRT stations are planned for this street.

5.2 RECOMMENDED DOWNTOWN NETWORK

Through conducting the assessment it became clear that certain streets within downtown serve specific functions and possess unique constraints. By reviewing all of the factors and constraints, the Administration arrived at the proposed active transportation network configuration:

- North-South route¹¹:
 - 3rd Avenue
- East-West routes:
 - 23rd Street; and
 - 19th Street.

¹¹ Idylwyld Drive will also have an active transportation facility. A raised cycle track and multi-use pathway were recommended through the Imagine Idylwyld project. While this proposed facility connects to the downtown network it is not a part of this study.

These streets were selected based on detailed understanding of trade-offs between the variety of users and functions that these downtown streets serve, striving to achieve a balance amongst all users. The network takes into consideration other downtown initiatives, integrating the impacts of those projects where applicable, and with the city-wide cycling network. Below is a discussion of each street selected for the downtown network.



Image 4: Proposed Downtown Active Transportation Network Configuration

The network supports the City-Wide Cycling Network Principles discussed in Section 3:

- The proposed streets introduce a network of active transportation cycling facilities in the downtown, providing an interconnected system of facilities that is comfortable and attractive for all users.
- The streets chosen achieve the desired coverage of 400m, and provide connections to and from downtown with all areas of the city.
- The proposed streets provide good connections beyond the downtown to all areas of the city.
- The proposed streets provide access to a major downtown attractions, key employment areas, and recreational areas.

5.2.1 3rd Avenue

A unidirectional protected bike lane is recommended along 3rd Avenue, between 19th Street and 25th Street.

The assessment conducted early in 2018 concluded that 3rd Avenue was the preferable north-south route for an active transportation facility through the downtown. However, it was determined that the presence of centre-

running BRT did not leave enough right-of way for an active transportation facility to be located along this street in conjunction with BRT.

Following the June 20, 2018 Special Meeting of Governance and Priorities Committee (GPC), the Administration was directed to further review 3rd Avenue as a potential option for the active transportation network in the event that BRT be relocated to 1st Avenue. The additional analysis confirmed that 3rd Avenue is both the technical preference and the community preference for north-south route.

A summary of the key factors considered for 3rd Avenue is provided:

Table 31: Key Factors Considered for 3rd Avenue

Key Factor	Impact on Proposed Active Transportation Streets
Bicycle Network	<ul style="list-style-type: none"> Is the most central north-south street in the Downtown Connects to the Traffic Bridge, which connects to the raised cycle track on Victoria Avenue.
Motor Vehicles	<ul style="list-style-type: none"> Adding an active transportation facility to 3rd Avenue increases travel time (+1:32). The intersection of 20th Street changes from LOS B to LOS C. There is no change in LOS at any other intersections along the corridor.
Parking	<ul style="list-style-type: none"> Adding an active transportation cycling facility reduces parking by 54 spaces (156 to 102).
Transit	<ul style="list-style-type: none"> If the active transportation route is located on 3rd Avenue, it is assumed that BRT is located on 1st Avenue. Presently, there are 12 transit stops.

Notable benefits for an active transportation facility on 3rd Avenue include:

- Left turn bays are already developed on 3rd Avenue, which helps clarify motor vehicle movements and lane designations;
- Concrete centre median and existing landscaping in the median are retained;
- 3rd Avenue has a consistent right-of-way width, which provides for a single configuration, design and consistent operations through the length of the facility; and,
- 3rd Avenue has a significant amount of street-level activity due to more storefronts, which can be more attractive for pedestrians and cyclists.

5.2.2 23rd Street

A unidirectional protected bike lane is recommended along 23rd Street, between Idylwyld Drive and Spadina Crescent. A summary of the key factors considered for 23rd Street is provided:

Table 32: Key Factors Considered for 23rd Street

Key Factor	Impact on Proposed Active Transportation Streets
Bicycle Network	<ul style="list-style-type: none"> Provides good coverage of Downtown, and connects with the existing Blairmore Bikeway west of Idylwyld Drive.
Motor Vehicles	<ul style="list-style-type: none"> Has negligible impact to travel time and no change to LOS.
Parking	<ul style="list-style-type: none"> Adding an Active Transportation facility reduces parking by 13 spaces (from 103 to 90).
Transit	<ul style="list-style-type: none"> Not identified as a future BRT route. Presently, there are 9 transit stops and the bus terminal. It is important to note that the existing downtown transit terminal is removed with the implementation of BRT, opening 23rd Street to bicycle and motor vehicle traffic.

5.2.3 19th Street

A bidirectional cycling facility is recommended along 19th Street, between Avenue A and 4th Avenue. A summary of the key factors considered for 19th Street is provided:

Table 33: Key Factors Considered for 19th Street

Key Factor	Impact on Proposed Active Transportation Streets
Bicycle Network	<ul style="list-style-type: none">• Connects directly with Traffic Bridge and Broadway Bridge, and is adjacent to the access to the Sid Buckwold Bridge.• Connects to the proposed unidirectional protected bike lanes on 19th Street, from Ave A to Ave H.
Motor Vehicles	<ul style="list-style-type: none">• Has an impact to travel time of +0:52, with no change to existing LOS.
Parking	<ul style="list-style-type: none">• Adding an Active Transportation cycling facility on 19th Street results in no loss of parking.
Transit	<ul style="list-style-type: none">• 19th Street is identified as an option for a future BRT route. Depending on final route selection for BRT, one transit station may be proposed for 19th Street.• Presently, there are 5 transit stops.

5.3 NETWORK CONNECTIONS

A key part of building a successful network is to ensure high-quality connections between facility types and across key intersections. Improvements to connections outside of the study area were identified through the study process. Below is a discussion of the network connections beyond the study area.

5.3.1 West of Idylwyld Drive @ 23rd Street

At the intersection of 23rd Street and Idylwyld Drive, the protected bike lane on 23rd Street transitions to the Blairmore Bikeway, the West-Central Multi-use Corridor, and the future Imagine Idylwyld.

The Blairmore Bikeway is a bicycle boulevard, which is an all ages and abilities cycling facility. Improvements are planned for the Blairmore Bikeway, and include making some of the temporary traffic calming installations permanent and installing bicycle and pedestrian actuated corridors where 23rd Street crosses Avenue H and Avenue P. The Blairmore Bikeway connects to a multi-use pathway at Circle Drive, and continues west to Betts Avenue.

The West-Central Multi-Use Corridor is a planned three kilometre multi-use pathway adjacent to the CP right-of-way extending from Idylwyld Drive to Avenue W South. A functional plan has been completed for the corridor and construction is anticipated to begin in 2019.

Imagine Idylwyld is a redesign of Idylwyld Drive, between 25th Street East and 20th Street. The redesign recommends the installation of a cycling facility along the length of this stretch of Idylwyld Drive. Imagine Idylwyld recommends a multi-use pathway on the west side of Idylwyld Drive from 23rd Street to 25th Street and a raised cycle track between 20th Street and 23rd Street. Timing for the implementation of Imagine Idylwyld has not been determined.

5.3.2 Spadina Crescent @ 23rd Street

At the intersection of 23rd Street and Spadina Crescent, the protected bike lane transitions to an on-street painted bike lane along Spadina Crescent. At 24th Street and 25th Street, cyclists can transition to the Meewasin trails along the river valley to head north or south, or to the University Bridge pathways to continue east. An all

ages and abilities connection may be desirable in the future to complete the connection from 23rd Street to University Bridge.

5.3.3 Ave A @ 19th Street

At the intersection of 19th Street and Avenue A, the bidirectional bike lane will transition to a unidirectional protected bike lane until Avenue H. Conceptual plans are completed for the design of the 19th Street between Avenue A and Avenue H, and a report will be brought forward to City Council recommending the installation following the endorsement of the downtown network.

At the intersection of 19th Street and Avenue A, a northern connection is identified between Avenue A and 20th Street, connecting cyclists to the raised cycle track recommended through Imagine Idylwyld. An all ages and abilities cycling design for this leg of Ave A has not been completed.

5.3.4 Intersection of 19th Street & 3rd Avenue

Intersection upgrades are planned for 19th Street and 3rd Avenue. Detailed design for improvements to the southwest corner of the intersection have already begun. Additional design work at this location cannot proceed until the detailed design and routing have been confirmed for BRT. Once the alignment and design for BRT is completed the detailed intersection design can continue.

5.3.5 South of 19th Street @ 3rd Avenue

A short connection is needed between 19th Street and Spadina Crescent to connect the protected bike lanes on 3rd Avenue to the Meewasin trails and the 3.0m multi-use pathways on both sides of the Traffic Bridge. Preliminary design work has begun and will continue upon the confirmation of a cycling facility on 3rd Avenue. On the south side of the Traffic Bridge, the pathways transition to a raised cycle track which continues south to 8th Street. A future all ages and abilities connection along Victoria Avenue south of 8th Street has been identified as a priority for implementation within the next five years.

5.3.6 Intersection of 19th Street & 4th Avenue

The intersection at the bottom of the Broadway Bridge, where Broadway Avenue, 19th Street and 4th Avenue intersect, has been identified for improvements. Preliminary designs have been drawn up but progress cannot be made on these designs until the routing and design for BRT has been confirmed.

5.3.7 North of 25th Street @ 3rd Avenue

Extending the cycling connection along 3rd Avenue through City Park has been identified as a priority for implementation within the next five years. High-level exploration around the appropriate cycling facility type for this connection has occurred, but design has not begun. Achieving a connection through City Park to the 33rd Street multi-use pathway is important part of connecting the downtown network to the north part of Saskatoon.

6 DESIGN ELEMENTS

6.1 POTENTIAL ACTIVE TRANSPORTATION STREET CONFIGURATIONS

Three types of active transportation facilities are typically used in urban, retrofit settings, such as downtown Saskatoon. Each facility type is context specific, and must be considered in the context of the street. This includes understanding the types of land uses present, number of driveways, presence of parking, and volume of traffic. As such, there is no “one-size-fits-all” approach. Table 34 describes the cycling facilities considered for the downtown network.

Table 34: Active Transportation Facility Types

Facility Type	Description
Unidirectional (one-way) protected bike lane	These bike lanes are located at street level and use a variety of methods for physical protection from passing traffic. Cyclists ride in the same direction as traffic on either side of the roadway.
Unidirectional (one-way) raised cycle track	These bike lanes are located at sidewalk level, and are often paired with a furnishing zone between the cycle track and motor vehicle travel lane and/or sidewalk area. Cyclists ride in the same direction as traffic on either side of the roadway.
Bidirectional (two-way) protected bike lane	These bike lanes are located at street level and are buffered from traffic using a variety of methods. Cyclists ride in both directions on one side of the street.

In considering the streets selected for the downtown network (19th Street, 23rd Street, and 3rd Avenue), two facility types were selected:

- One-way protected bike lane along 23rd Street and 3rd Avenue; and,
- Bidirectional protected bike lane along 19th Street.

One-way protected bike lanes were selected for 23rd Street and 3rd Avenue for the following reasons:

- There are destinations on both sides of the street;
- Parking is present on both sides of the street;
- Sidewalks are narrower than recommended in certain locations which means an on-street facility is preferable to separate pedestrian and cyclist traffic; and,
- Provides a predictable design as cyclists travel in the same direction as motorists.

A bidirectional protected bike lane was chosen for 19th Street for the following reasons:

- More cycling connections are on the south side, reducing the need to cross the street;
- Extra pavement width is available by standardizing traffic lane widths;
- Space is available on the south side under the Idylwyld Drive and 1st Avenue overpasses to connect with the Farmer’s Market;
- There are few conflicts on the south side, such as driveways or lanes;
- There is no impact on current parking supply; and,
- The intersection of 19th Street and 3rd Avenue is scheduled for signal and intersection reconstruction.

A raised cycle track was not selected due to space and roadway reconstruction constraints.

6.2 DESIGN CRITERIA

Further to the street context, each facility type has different minimum allowable design dimensions. The minimum design criteria used for active transportation facility design were based on guidelines¹² provided by the Transportation Association of Canada (TAC), Federal Highway Administration (FHWA), National Association of City Transportation Officials (NACTO), and American Association of State Highway and Transportation Officials (AASHTO). Where existing pavement width was too constrained to meet these design criteria, very modest reductions were made to the protected bike lane widths and/or the buffer along the parking lane.

6.2.1 Bike Lane Design Criteria

Minimum recommended widths used were:

- One-way protected bike lane width: 2.1 m
- Two-way protected bike lane width: 3.4 m
- One-way raised cycle track width: 2.6m
- Buffer from traffic lane: 0.5 m
- Buffer from parking lane: 1.0 m
- Buffer from sidewalk (raised cycle track): 0.5 m

6.2.2 Sidewalk Design Criteria

Sidewalk widths were to be maintained at existing dimensions or possibly widened to try to achieve the dimensions outlined in the City of Saskatoon's Complete Streets Design and Policy Guide (2017) as follows:

- Furnishing zone: 0.5 m minimum, 1.75 m recommended
- Sidewalk: 1.8 m minimum, 2.5 m recommended
- Frontage zone: 1.0 m minimum

6.2.3 Traffic Lane Design Criteria

The number of lanes could vary depending on available pavement width.

- Traffic lanes: 3.0 m to 3.6 m depending on presence of transit routes
- Right turn lanes: 2.5 m minimum
- Two-Way Left-Turning Lane: 3.6 m but could vary
- Left Turn bays: 3.0 m to 3.6 m
- Parking lanes: 2.2 m (plus 0.25 m gutter width if adjacent to a curb)

¹² Design criteria for the protected bike lanes are based on five main sources:

- TAC Geometric Design Guide for Canadian Roads (2017)
- FHWA Separated Bike Lane Planning and Design Guide (2015)
- NACTO Urban Bikeway Design Guide (2014)
- AASHTO Guide for Development of Bicycle Facilities (2012)

6.3 CONCEPTUAL DESIGNS

6.3.1 3rd Avenue

The configuration of 3rd Avenue would change from what exists today:

- Motor vehicle travel lanes will be reduced to one in each direction;
- Left turn bays and will remain at intersections;
- Parking on both sides of the street will remain with a reduction of 54 spaces; and

The protected bike lanes will be directly adjacent to the sidewalk and separated from the motor vehicle travel lanes by a buffer and parked vehicles.



Image 5: Rendering of 3rd Avenue, between 22nd Street and 23rd Street, looking north

6.3.3 23rd Street

The configuration of 23rd Street will operate largely as it does today:

- Parking will remain on both sides of the street with a reduction of 13 spaces; and
- Two motor vehicle travel lanes are provided in each direction between Idylwyld Drive and 4th Avenue, where it reduces to one travel lane in each direction from 4th Avenue to Spadina Crescent.

The protected bike lanes will be directly adjacent to the sidewalk and separated from the motor vehicle travel lanes by a buffer and parked vehicles. It is important to note that the existing Downtown Transit Terminal is removed with the implementation of BRT, opening 23rd Street to bicycle and motor vehicle traffic.



Image 6: Rendering of 23rd Street, between 1st Avenue and 2nd Avenue, looking east

6.3.5 19th Street

The existing configuration of 19th Street remains largely the same as it is today:

- Parking will remain on the north side of the street with no impact to supply;
- Two motor vehicle travel lanes are provided in each direction; and
- Left turn bays are provided at intersections.

The bidirectional protected bike lane will be added directly adjacent to the south sidewalk and separated from the motor vehicle travel lanes by a buffer. Intersections along 19th Street will also be equipped with bicycle traffic signals to separate cyclists travelling through the intersection from turning motorists.



Image 7: Rendering of 19th Street, between 1st Avenue Ramp and 2nd Avenue, looking east

6.4 DESIGN ELEMENTS

A number of other design elements are utilized along with bike lane itself. Below is a discussion of these elements.

6.4.1 Accessible Parking Design Treatment

Designing for accessibility is an essential part of ensuring that the needs of all users can be accommodated on downtown streets with bike lanes. Currently, loading zones double as accessible parking spaces under Traffic Bylaw 7200. Accessible parking design treatments will be applied to all existing loading zones along 23rd Street and 3rd Avenue, as well as introducing a few additional spaces where it was determined more may be needed. The breakdown of current inventory and proposed inventory can be found in Table 35 and Table 36. The spaces will remain operational just as they are today, allowing vehicles with a placard to park in a 15 minute loading zone for up to three hours in the downtown. There are three types of accessible parking space treatments that will be utilized:

End-Block Parking

- Access to sidewalk via the existing pedestrian ramp or a new pedestrian ramp
- Widened painted buffer to accommodate side-loading vehicles and slow cyclists
- Signs and pavement markings to advise cyclists to yield to pedestrians
- No posts or other obstructions are placed in the accessible parking space buffer

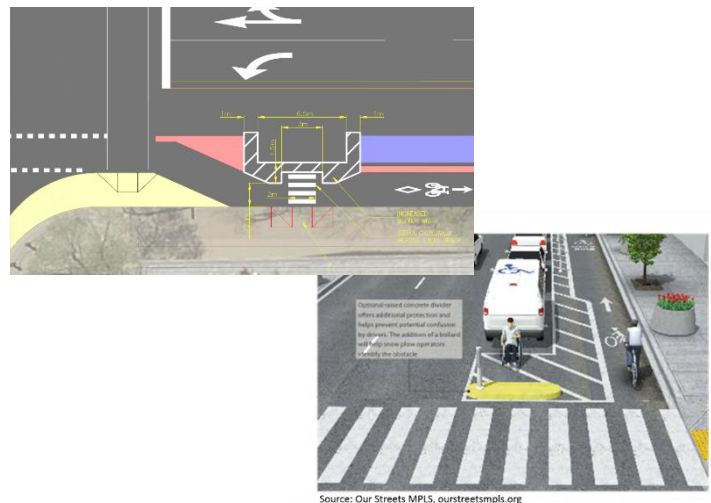


Image 8: Illustration of End-Block Parking/Loading Zone

Mid-Block Parking

- An access aisle at street level connects to a pedestrian access route and mid-block curb ramp
- Additional space is provided at the front and rear of the parking space to facilitate ease of access
- A crosswalk and pedestrian ramp connect the access aisle to the sidewalk
- Signs and pavement markings to advise cyclists to yield to pedestrians
- No posts or other obstructions are placed in the accessible parking space buffer

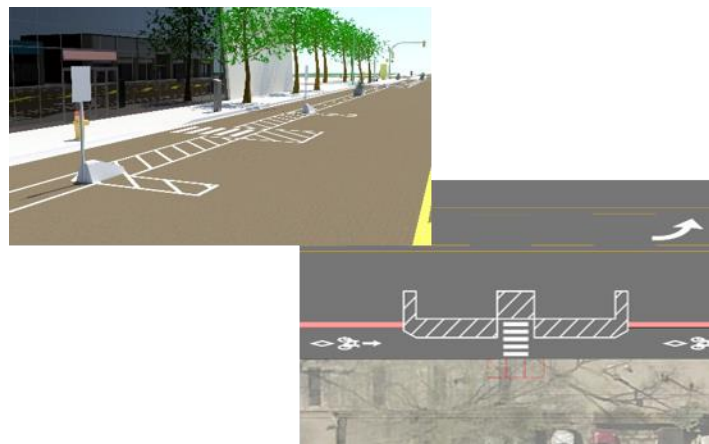


Image 9: Illustration of Mid-Block Parking/Loading Zone

Adjacent Block Parking

- Designate the parking space on the side street nearest to the intersection as a loading/accessible parking space
- Designating this space would not require a person using this space to cross the protected bike lane, as the street with the designated accessible parking space would not have an active transportation facility on it



Image 10: Illustration of Adjacent Block Parking/Loading Zone
Source: New Urban Streets, newurbanstreets.com

Below is the existing and proposed loading zone/accessible parking inventory along 3rd Avenue and 23rd Street. Image 11 shows a map of the locations of the proposed accessible parking/loading zones.

Table 35: Inventory of 3rd Avenue Parking/Loading Zones

3 rd Avenue Inventory			
	Total Existing	Additional Proposed	Total Proposed
Adjacent Block Loading Zone	5	1	6
Mid-Block Loading Zone	17	0	17
End-Block Loading Zone	1	1	2
Accessible Parking Space	0	0	0

Table 36: Inventory of 23rd Street Parking/Loading Zones

23 rd Street Inventory			
	Total Existing	Additional Proposed	Total Proposed
Adjacent Block Loading Zone	2	4	6
Mid-Block Loading Zone	5	2	7
End-Block Loading Zone	0	0	0
Accessible Parking Space	1	0	1



Image 11: Map Illustrating Existing and Proposed Parking/Loading Zones

6.4.2 Transit Stop Design Treatment

To accommodate transit riders at bus stops, a transit stop design treatment will be used where a transit stop and bike lane intersect. 3rd Avenue and 23rd Street are not proposed to have Bus Rapid Transit but may have secondary transit routes. When these routes are confirmed, the following design will be implemented at the stop locations. It is not recommended to make the investment in the stop design until the secondary routes are confirmed.

Transit Stop Design Treatment

- Separates cyclists and buses to improve cyclist comfort and bus operating speeds
- A raised platform enables easier, more accessible passenger boarding and alighting
- Signs and pavement markings to advise cyclists to yield to pedestrians
- Raised crossing to slow cyclists who must yield to pedestrians



Image 12: Example of Raised Transit Stop Design
Source: Paul Krueger, flickr.com

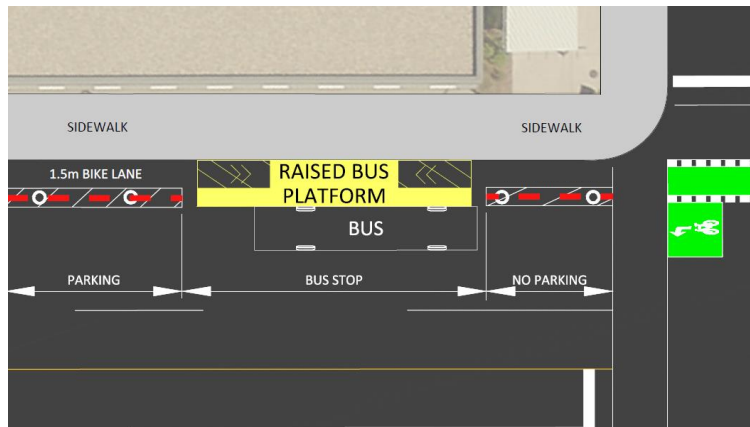


Image 13: Illustration of Raised Transit Stop Design

There may be a BRT station location along 19th Street should the final approved routing be along Broadway Avenue to 1st Avenue. Should this be the case, a design treatment would be looked at for integrating a station design with the bike lane treatment at that location.

6.4.3 Intersection Treatments

Intersection design is important as this is where the majority of conflict points between all road users occur. To ensure that all users can proceed safely through an intersection and understand who has the right-of-way, a number of design treatments are utilized.

Crossrides provide a dedicated space at an intersection for cyclists to legally ride their bicycle through an intersection without dismounting. They are comprised of solid green paint and white elephant's feet line markings and will be applied to all intersections and driveways along all streets with bike lanes.



Image 14: Crossride

Bike Boxes improve a cyclist's ability to safely and comfortably make left turns by reducing turning conflicts between cyclists and motor vehicles at signalized intersections. Bike boxes will be used at every signalized intersection.



Image 15: Bike Box
Source: Google, Image Capture July 2015

Bend-in shifts the bike lane closer to motorized traffic so motorists and cyclists can see each other better. The bend-in design will be used along 3rd Avenue and 23rd Street to improve visibility at intersections. Because there is no parking adjacent to the 19th Street bike lane, a bend-in is not required.



Image 16: Bend In

Raised Curb Extensions reduce the crossing distance for pedestrians and make them more visible at intersections. Raised curb extensions are proposed along 3rd Avenue and 23rd Street in all locations where they currently do not exist.

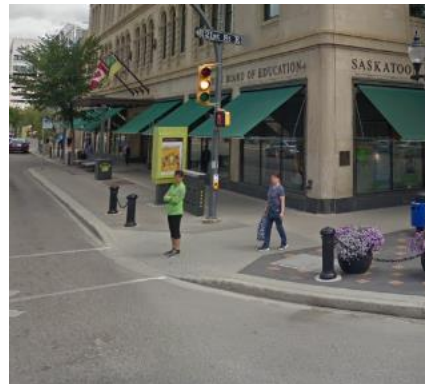


Image 17: Curb Extension
Source: Google, Image Capture July 2018

Planters will be used at intersections to help delineate the bike lane as well improve the overall aesthetics of the street.



Image 18: Planters
Source: Sybertech, swrl.com

Clear Zones approaching the intersection will be delineated with parking curb and planters. These zones are important to ensure visibility between cyclists and motorists at intersections.

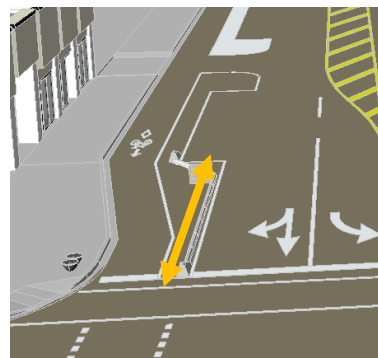


Image 19: Clear Zone

Low Profile Transition Barriers will be used to delineate the start and end of the bike lane at either end of the intersection. These barriers add further protection for cyclists, guidance for drivers making right turns, and provide a place to install signs adjacent to the motor vehicle travel lane.



Image 20: Low Profile Transition Barrier

Pinned Curb will be used at intersections to delineate the clear zone and to assist with parking guidance.



Image 21: Pinned Curb

Right-turn yield to cyclists sign reminds drivers that cyclists have the right-of-way through the intersection and right-turning vehicles must yield.

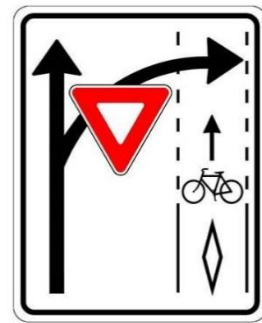


Image 22: Motorists Yield to Cyclists Sign

Bicycle signals in coordination with turn arrows for motorists manage conflicts between cyclists and turning motorists. Bicycle presence is conveyed to the signal by passive bicycle detectors. Signs and traffic signals are oriented toward cyclists traveling in the contra-flow direction.

Bicycle signals are only proposed for 19th Street at this time, as cyclists will be traveling in the opposite direction of traffic.



Image 23: Example of Bicycle Signal
Source: SDOT, sdblog.seattle.gov

6.4.4 Protected Intersection

A protected intersection extends the physical barrier of the protected bike lane into the intersection to provide a setback bicycle crossing. A protected intersection is recommended at the intersection of 3rd Avenue and 23rd Street. Many of the same features described above are utilized for the protected intersection, with the addition of a few key features noted below.

1. **Corner Islands** slow motorists turning right around the corner where they yield to cyclists heading through the intersection. These corner islands may be formed concrete, pinned curb, or planters.
2. **Forward Stop Bars** offer a protected place for cyclists to wait when crossing or turning.
3. **Pedestrian Islands** reduce the crossing distance for pedestrians.



Image 24: Protected Intersection

6.4.5 Driveway Treatments

Clear Zones on either side of driveways will be delineated using white hatched paint. Parking and No Parking signs will also be installed to further clarify where parking is not permitted.



Image 25: Pavement Markings at Driveways
Source: Google, Image Capture May 2017

Low Profile Transition Barriers will be used to delineate the start and end of the bike lane at either end of the driveway and provide a place to install Parking and No-Parking signs adjacent to the parking area.



Image 26: Low Profile Transition Barrier at Driveway

6.4.6 Buffer Area

Buffer areas separate cyclists from parked vehicles and moving traffic. They also provide a landing area and door-swing area for passengers exiting vehicles. The buffer area for 23rd Street and 3rd Avenue will be comprised of white paint with hatching as well as two planters per block face. For 19th Street, as there is no parking adjacent to it, pinned curb, paint, and planters are proposed for the buffer area.



Image 27: Proposed Buffer Area Treatment for 19th Street



Image 28: Proposed Buffer Area Treatment for 23rd Street and 3rd Avenue

7 IMPLEMENTATION STRATEGY & PRELIMINARY COST ESTIMATES

7.1 IMPLEMENTATION STRATEGY

A strategy for implementation and a cost estimate breakdown of the downtown network has been prepared. The strategy utilizes a phased approach to implementing the network. The table below provides a summary of the implementation strategy and cost estimates. Detailed discussion is contained in the following sections.

Table 37: Implementation Strategy & Cost Estimates

Year	Implementation Details	Cost Estimate*
2019	Continue to develop conceptual design	-
2020	Complete detailed design for all corridors.	\$0.354M
2021	Implement 3 rd Avenue with the exclusion of curb extensions at the following intersections: <ul style="list-style-type: none">• 19th Street and 3rd Avenue,• 22nd Street and 3rd Avenue, and• 23rd Street and 3rd Avenue. These intersections would be completed once the detailed design for BRT has been determined. Planters would be used in the interim to delineate the future curb extension area.	\$0.7M
2022	19 th Street Implementation 19 th Street & 3 rd Avenue intersection completed	\$0.6M
2023	23 rd Street Implementation 22 nd Street and 3 rd Avenue intersection completed 23 rd Street and 3 rd Avenue intersection completed	\$2.4M
Total Estimated Cost		\$4.405M
Estimated Annual Operating Costs (once all three streets are completed)		\$0.4M

*all cost estimates contain a 25% estimate buffer.

7.1.1 Phase 1 | 2020 - Detailed Design

Significant work has been completed on the conceptual designs for the downtown network; the next step is to complete detailed designs for 19th Street, 23rd Street, and 3rd Avenue. The detailed design for all three streets would be completed at the same time in order to ensure continuity of design features, smooth transitions where the facilities connect, and achieve cost savings under a single contract. It is anticipated the detailed design would take approximately one year to complete, given procurement timelines and project scope. The estimate for this work is approximately \$350,000.

7.1.2 Phase 2 | 2021 – Implementation of 3rd Avenue

Upon completion of the detailed design, 3rd Avenue would be implemented with the exception of three intersections:

- 19th Street and 3rd Avenue;
- 22nd Street and 3rd Avenue; and
- 23rd Street and 3rd Avenue.

These intersections would be completed once the detailed design for BRT has been confirmed and the Parcel YY development complete. Planters would be used in the interim to delineate future curb extension areas. It is anticipated that Phase 2 could be completed in one summer of construction.

A detailed breakdown of cost estimate for the implementation of 3rd Avenue is as follows:

Table 38: Phase 3 Cost Estimates

Item	Cost Estimate
Curb Extensions & Pedestrian Ramps	272,800
Accessible Parking	90,300
Pinned Linear Curb	39,000
Low Profile Transition Barriers	30,800
Paint	17,100
Signs	26,000
Planters	43,200
Subtotal	519,200
Contingency (25%)	129,800
Total Estimated Cost	\$ 649,000

Annual operating costs for 3rd Avenue post-installation are estimated at \$150,000.

7.1.3 Phase 3 | 2022 – Implementation of 19th Street, including 3rd Avenue and 19th Street Intersection

The next phase of implementation would involve the installation of 19th Street. It is assumed by 2022 that detailed design for BRT will be complete, and that Parcel YY construction will have concluded. Given these assumptions, the construction of 19th Street, along with the intersection of 19th Street and 3rd Avenue can take place. The cost estimate for the intersection of 19th Street and 3rd Avenue has not been included in the project costs as there are too many unknowns about the design at this time. It is also anticipated that the costs for improvements to this intersection will not be borne solely by the downtown active transportation network as there are improvements needed to this intersection beyond the scope of the cycling facility. It is anticipated that construction could be completed in one summer.

A detailed breakdown of cost estimate for the implementation of 19th Street is as follows:

Table 39: Phase 2 Cost Estimates

Item	Cost Estimate
Curb Extensions & Pedestrian Ramps	14,000
Pinned Linear Curb	11,830
Low Profile Transition Barriers	3,200
Paint	5,700
Signs	7,000
Planters	7,200
Raised Cycle Track	72,720
Signals	120,000
Embankment	250,000
Subtotal	491,650
Contingency (25%)	122,913
Total Estimated Cost	\$ 614,563

Annual operating costs for 19th Street post-installation are estimated at \$45,000.

7.1.4 Phase 4 | 2023 – Implementation of 23rd Street, Intersection of 22nd Street and 3rd Avenue, and Intersection of 23rd Street and 3rd Avenue.

The final phase of implementation would be the permanent installation of 23rd Street, including the remaining intersections of 22nd Street and 3rd Avenue, and 23rd Street and 3rd Avenue. The implementation of Phase 4 assumes that BRT is operational on 1st Avenue, resulting in the removal of the transit terminal and the extension of the bike lanes and on-street parking on this restored section of 23rd Street. A significant number of curb extensions are proposed for 23rd Street, and it may need to be phased over two construction seasons.

A detailed breakdown of cost estimate for the permanent installation of 23rd Street is as follows:

Table 40: Phase 4 Cost Estimates

Item	Cost Estimate
Curb Extensions & Pedestrian Ramps	1,425,500
Accessible Parking	30,100
Pinned Linear Curb	24,500
Linear Curb	58,500
Low Profile Transition Barriers	40,000
Paint	25,650
Signs	28,000
Planters	64,800
22 nd St & 23 rd St Intersection	135,400
23 rd Street & 3 rd Avenue Intersection	107,200
Subtotal	1,939,650
Contingency (25%)	484,913
Total Estimated Cost	\$ 2,424,563

Annual operating costs for 23rd Street post-installation are estimated at \$171,000.

DOWNTOWN ACTIVE TRANSPORTATION NETWORK ENGAGEMENT SUMMARY

1.1 STAKEHOLDER IDENTIFICATION

At the beginning of the project, the Administration mailed letters to approximately 1,170 Downtown property owners, businesses and other stakeholder organizations introducing the project and asking interested recipients to add their names to a contact list for future project updates. Stakeholders who opted in for updates, as well as several targeted stakeholders such as organizations representing health care professionals, cyclists, pedestrians, and older adults, were invited to attend two separate stakeholder meetings (January 30th and March 1st). Invitations to attend were emailed to more than 120 stakeholders. The Downtown Business Improvement District also shared the invitation with 180 recipients on their contact list.

1.2 ENGAGEMENT EVENTS OVERVIEW

Below is an overview of the engagement events that took place for the Downtown Active Transportation (AT) Network Study.

1.2.1 Active Transportation Advisory Group – January 18th, 2018

An overview of the content to be presented to stakeholders on January 30th was provided to ATAG for their comments. The feedback received at this meeting was supportive of the overall approach to the Downtown AT Network Study.

1.2.2 Open House – January 30th, 2018

The first stakeholder engagement event comprised two open house sessions at TCU Place, each approximately 90 minutes in length. The format included a brief presentation followed by a series of informational boards and engagements activities. The intention of the event was to:

- Describe the principles that form the basis for the importance of an AT network;
- Obtain input on the factors used to complete the assessment;
- Hear thoughts about challenges and opportunities for each street.

The sessions were attended by between 40 and 50 stakeholders in total.

1.2.3 Active Transportation Advisory Group – February 15th, 2018

The results of the stakeholder workshop on January 30th was presented and an overview of the content to be presented to stakeholders on the March 1st meeting was provided to ATAG for their comments.

1.2.4 Stakeholder Workshop – March 1st, 2018

A second stakeholder workshop was offered in two sessions at Le Relais Hall. The event included a brief presentation, followed by an opportunity to view information boards and ask questions. The purpose of this event was to:

- Describe how the assessment was informed by both the technical analysis and stakeholder input;
- Share the results of the evaluation of the Downtown streets; and
- Present the recommended Downtown AT network.

Approximately 20 people attended.

1.2.5 Public Open House – March 7th, 2018

A public open house was held in conjunction with the Plan for Growth Community Open House at the Western Development Museum. The purpose of this event was to present the Downtown AT Network and discuss the study's process with the public.

Approximately 400 people attended the Community Open House.

1.2.6 Active Transportation Advisory Group – October 10th, 2018

An overview of the content to be presented to in the next phase of engagement was provided to ATAG for their comments. The feedback received at this meeting was supportive of the overall approach to the Downtown AT Network Study.

1.2.7 Downtown Come-and-Go Community Event – November 6th, 2018

A come-and-go community event was held at the Hilton Garden Inn in conjunction with BRT. The purpose of the event was to provide Downtown stakeholders with an opportunity to see preliminary concept designs that illustrate how the proposed network corridors will look and to obtain feedback on the routes selected, including asking attendees to indicate a preference between a north-south AT route on 3rd Avenue or 4th Avenue.

Approximately 73 people attended the event.

1.2.8 Broadway Come-and-Go Community Event – November 8th, 2018

A come-and-go community event was held at the Emmanuel Anglican Church in conjunction with BRT. The purpose of the event was to provide stakeholders and residents of the Broadway area with an opportunity to see preliminary concept designs that illustrate how the proposed network corridors will look and to obtain feedback on the routes selected, including asking attendees to indicate a preference between a north-south AT route on 3rd Avenue or 4th Avenue.

Approximately 216 people attended the event.

1.2.9 Midtown Plaza Pop-Up – November 16th, 2018

A pop-up event was held at Midtown Plaza in conjunction with BRT. The purpose of the event was to provide people who were already spending time Downtown with an overview of the proposed network and the preliminary concept designs for the network.

Approximately 76 people were engaged at the pop-up event.

1.2.10 Saskatoon Accessibility Advisory Committee – January 11th, 2019

Information was provided and a presentation was made to the Saskatoon Accessibility Advisory Committee on the proposed design for accessible parking/loading zones adjacent to Downtown corridors with AT facilities.

1.2.11 Saskatchewan Human Rights Commission – February 26th, 2019

Information was shared with the Director of Systemic Issues at the Saskatchewan Human Rights Commission on the proposed design for accessible parking/loading zones adjacent to Downtown corridors with AT facilities.

1.3 DOWNTOWN AT NETWORK: STAKEHOLDER EVENT #1

See Attachment 1 for a summary prepared by Fast Consulting on the Stakeholder Engagement Event #1.

1.4 DOWNTOWN AT NETWORK: STAKEHOLDER EVENT #2

1.4.1 Engagement Objectives

- Provide an overview on the project and Saskatoon's wider network;
- Describe how the technical analysis and stakeholder input informed the development of the Downtown AT network;
- Share the results of the evaluation of the Downtown streets; and
- Present the recommended Downtown AT network.

1.4.2 What We Asked

Approximately 14 display boards were set up and manned by project staff. Staff discussed the content of the boards with attendees and answered questions. The boards contained the following information:

- Why Active Transportation is important in Saskatoon, including information on the Council endorsed plans supporting AT initiatives: Growth Plan, Active Transportation Plan, and Compete Streets Design and Policy Guide.
- What types of cycling facilities are considered when planning an AT network, including what types of facilities are considered All Ages and Abilities, and which are not, and a description of what makes a facility appropriate for people of all ages and abilities.
- The results of the evaluation of all streets considered for AT facilities was communicated, including consideration for other users and uses along these corridor such as transit, people driving, and businesses. A rationale for why the recommended streets were selected was also provided.
- A map of the proposed Downtown AT network was provided, as well as how this network would connect to existing and future AT facilities beyond the Downtown.

1.4.3 What We Heard

Approximately 20 people attended one of two sessions (presentations at 4:30pm and 6:00pm) for the proposed AT network, on March 1, 2018 at the Le Relais Hall. Feedback and comments from participants was generally positive. Although different people have different preferences for AT corridors, most participants suggested that the network presented at the session is the best selection that could be done given all of the things that the City had to weigh in the balance in terms of network planning, design consideration and other evaluation and decision-making criteria. Some people attending the session had suggestions around messaging that the City could consider, including messages around equity (not everyone in Saskatoon has a motor vehicle) and the importance of options for safe cycling for the quality of life of citizens. There is confidence among from participants that the popularity of AT facilities will continue to increase as they are adopted and used by more and more residents.

1.4.4 Summarized Comments

Design

- Like the design, including the 'design bends' at intersections along 4th Ave to help cyclists be more visible to motor vehicles turning right from their lanes across the bike paths.
- I'd like to see a curb between the bike lane and the cars

Positive

- Great east west corridor route selection, especially 19th Street, which brings the PBL alongside the new River Landing development, the Remai Modern Art Gallery, the Farmer's Market and the new condo developments there.
- There is bike parking in the City of Saskatoon parkade under the Art Gallery alongside 19th Street corridor.
- Like that we are not losing motor vehicle lanes along 19th Street because it is already wide enough to accommodate PBL's, lanes for motor vehicles and parking.
- Like that Idylwyld was selected for north south corridor – makes good sense for this newly redesigned and repurposed Idylwyld corridor, from a highway running through the centre of Downtown, to a more bike and pedestrian friendly corridor (under the 'Imagine Idylwyld' initiative/strategy), even though the planners will have to figure something out for the connection between 19th St and Idylwyld via Avenue A.
- We're spending money on redeveloping Idylwyld anyway under the new plan for this corridor, so selecting it for the north south corridor of the PBL makes a lot of sense.
- I like the connections and am excited about the improvements to the connections that are part of the cycling corridor presented today.
- It will be important to make connections to transit work for cyclists.
- I think more people bike Downtown than Downtown businesses realize – they might be getting customers who walk into their stores, but after they cycled to work at their office.
- Good connectivity.

Other Options

- I would have preferred 1st Ave, but I'm also ok with the corridor selected by the consultants on the basis of the decision-making criteria that they used.
- I would have preferred 3rd Ave to 4th Ave – understand that the City took this option out of the mix because of the BRT potentially going there, but don't agree that this is the way to go. I'm not optimistic that we can build the necessary critical mass of residents choosing to use transit to make BRT a positive thing for our city – I think it will be very disruptive.
- I would have preferred the PBL be located on Spadina, which does not have any of the traffic lights at intersections that interrupt east-west travel.
- Important to ensure accessible transit stops are provided

Maintenance is Important

- The City seemed to do a great job of keeping the pilot PBLs along 4th Ave and 23rd St clear of snow on a regular/continual basis.
- Some businesses along 4th Ave are clearing the snow from their sidewalks, as required by law, but moving it into the PBLs alongside the sidewalk, which then makes it difficult for bikes to use the lanes. Snow can be moved from sidewalks to the road where it is then moved by the City, but businesses should be reminded not to put it into the PBLs after they have already been cleared by the City.
- The exact details of the new PBL do not matter to me – it's just great to have it.
- Snow clearing at night makes noise and disrupts Downtown residents.

Messaging

- Citizens should be reminded that the cost of the PBL is very small compared to the cost of road building and maintenance – that it is a great investment for citizens relative to its cost and the benefits that it brings to Saskatoon.
- Initiatives like the PBL are important to attract people to our city and keep them here – having these types of amenities are important for the quality of life of people living here and keeps us competitive with other cities such as Calgary that have PBL networks to help people without motor vehicles move around.
- PBLs are criticized for slowing traffic in the Downtown core and other corridors with high traffic. But bikes can legally use motor lanes, so what if messages that were developed that show that PBLs actually help traffic flow by keeping cyclists out of motor vehicle lanes?
- The presentation today indicates that traffic delays for motorists at peak times as a result of PBLs for cyclists are nominal – a few minutes at worst. Can this be messaged to public?
- We need the type of cyclist counters used in Calgary and we need to celebrate usage milestones to reflect back to residents of Saskatoon the positive aspects of having PBLs.
- COS employees, especially planners, should be encouraged to forgo using motor vehicles to commute to their workplace Downtown and use the PBLs.

Future Considerations

- May have to start posting and enforcing speed limits in the PBLs as the popularity of electric bikes, most of which travel at speeds exceeding 40kms per hour, seems to be taking off in Saskatoon.
- Biking of all forms is significantly less costly than owning and operating motor vehicles, and cycling will become more and more popular in the future as a result.
- I'd like to see bicycle signals added for safety

1.4.5 Boards

Active Transportation in Saskatoon

GROWTH PLAN SUMMARY REPORT

The Growth Plan to Half a Million (Growth Plan) was developed over five and a half years. Through a four-phase public engagement process called Growing Forward (Shaping Saskatoon), the Growth Plan is made up of several themes that were placed together, form a new growth model for Saskatoon.

- **Concentric Growth** – Encouraging growth and development near our existing major centres
- **Transit** – Making transit more attractive to more people as we grow
- **Core Area Bridges** – Making the most of our existing road infrastructure
- **Employment Areas** – Ensuring we have the right amount of employment in the right areas
- **ACTIVE TRANSPORTATION** – Providing more choices of how people move around the city
- **Financing Growth** – Planning ahead for the costs of growth

Adopted in principle by City Council on April 25, 2016, the Growth Plan is about making choices to proactively manage the changes associated with growth, creating a city that is vibrant and attractive to future generations. A vibrant Saskatoon city is a diverse mix of housing, commercial, social, cultural, and recreational opportunities that are conveniently accessible to all modes of transportation, including walking, cycling, transit, and driving.

ACTIVE TRANSPORTATION PLAN FINAL REPORT

The purpose of Saskatoon's Active Transportation Plan (AT Plan) is to increase transportation choices within the city and establish a long-term vision for active transportation that complements the City of Saskatoon's existing strategic vision.

The AT Plan identified five key goals for improving walking and cycling in Saskatoon:

1. **IMPROVE** walking and cycling
2. **SAFER** walking and cycling
3. **IMPROVE PLACES** for walking and cycling
4. **IMPROVE CULTURE** for active transportation
5. **ENCOURAGE** other forms of active transportation

Adopted in principle by City Council on June 27, 2016, the AT Plan will contribute to increased transportation choices by improving the accessibility, comfort, convenience and safety of active transportation in Saskatoon, as the city grows to half a million people over the next 30 to 40 years.

COMPLETE STREETS DESIGN AND POLICY GUIDE

The City of Saskatoon is committed to providing safe streets for users of all ages, abilities, and modes of travel. The Complete Streets Policy and Design Guide, was developed to help achieve that goal through a more balanced approach to street design that accommodates the safe movement of people by multiple modes and of all ages and abilities.

The principles of Complete Street design include:

- Serve and support existing and planned land use and built form context.
- Encourage people to travel by walking, bicycling, and transit.
- Provide transportation options for people of all ages and abilities.
- Enhance the safety and security of urban streets.
- Create a network of streets that offers mobility options for all users.
- Provide opportunities for improved health and recreation for people in the community.
- Promote the economic well-being of both businesses and residents.
- Create public space within the street corridor.

Adopted in principle by City Council on October 22, 2017, the Complete Streets Policy and Design Guide will help Saskatoon to plan, design, operate and maintain existing and new streets to effectively support movement of people of all ages and levels of mobility.

Active Transportation (AT) Plan | Bicycle Network Principles

AT Plan Network Facility Types

All Ages & Abilities (AAA)

Multi-Use Pathway

Bicycle Boulevard

Protected Bicycle Lane

Raised Cycle Track

Secondary (non-AAA)

On-Street Bicycle Lane

Bulb-Out Bicycle Lane

Shared Use Lanes (sharrows)

Local Street

City Wide Cycling Network Principles

A well-designed cycling network needs to be visible, intuitive and provide connections between destinations and neighbourhoods.

Ideally, a cycling network serves users of all ages and abilities – in other words, people from age 8 to age 80 – offering practical route options for those who are interested in cycling, but who may not be comfortable riding on busy streets with high traffic volumes and speeds.

The design and development of a long-term bicycle network for Saskatoon is based on five network planning principles:

1. Provide an interconnected system of facilities that is **COMFORTABLE** and attractive for all users.
2. Increase **COVERAGE** to ensure all residents are within 400m of a designated bicycle route. The designated route may include both AAA and non-AAA facilities.
3. Focus on high-quality **CONNECTIONS** to and from downtown with all areas of the city and create a downtown network.
4. Provide a network that provides direct **ACCESS** to major shopping centres, key employment areas, schools, and recreational areas/facilities.
5. **IMPROVE** and connect to existing cycling routes.

All Ages and Abilities (AAA) Bicycle Network Principles

SAFETY

People riding bicycles are vulnerable road users because they have less protection and travel more slowly than motor vehicles.

An All Ages and Abilities Network should:

- Minimize and consolidate conflict points between modes (for example, at intersections or driveway crossings).
- Reduce speed and enhance visibility at intersections and conflict points.
- Provide each mode with a clearly defined space for travel.
- Provide consistent treatments to promote predictable behavior for all users.
- Ensure facilities are easy to maintain to facilitate safe cycling conditions.

COMFORT

Attention to user comfort is an important part of attracting more people to bicycling as a mode of travel.

An All Ages and Abilities Network should:

- Separate bicycles from motor vehicles when speeds are over 30 km/h and traffic volumes exceed 1,500 vehicles per hour.
- Ensure the amount of delay for people riding bikes is reasonable and balanced with other users.
- Minimize encounters between people riding bikes and those driving vehicles.
- Accommodate side-by-side cycling and passing movements, where feasible.
- Provide smooth vertical transitions and pavement surfaces free from obstructions.

CONNECTIVITY

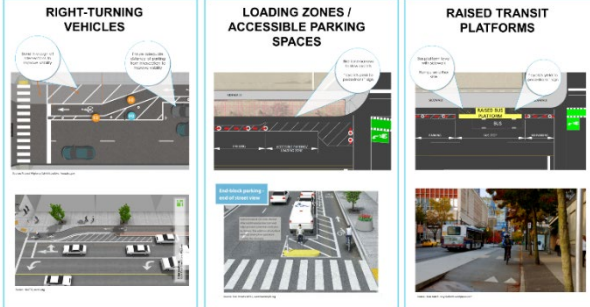
People who ride bicycles need a network of continuous low-stress routes that provide connections to local and city-wide destinations.

An All Ages and Abilities Network should:

- Provide direct and convenient connections that minimize detours.
- Connect to local and city-wide destinations.
- Integrate into the larger multimodal transportation network.
- Provide seamless transitions between different types of cycling facilities (for example, from a raised cycle track to a multi-use pathway).
- Ensure key destinations and regional routes are interconnected with the bicycle network.

EXAMPLES OF DESIGN CONSIDERATIONS

Integration with other users of the street is important to the successful function of the street. Conflicts between users are inevitable, but design treatments can be applied to ensure all users can safely navigate the space.

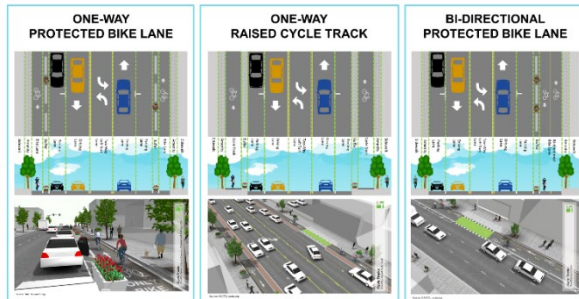


EXAMPLES OF AAA FACILITY TYPES

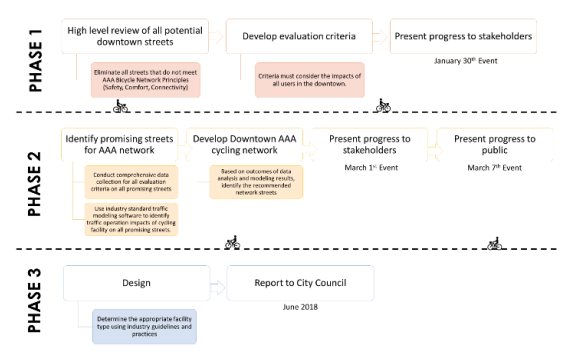
An all ages and abilities (AAA) facility is typically used on streets where:

- volume of vehicles is greater than 1,500 vehicles per hour, and
- operating speeds are over 30km per hour.

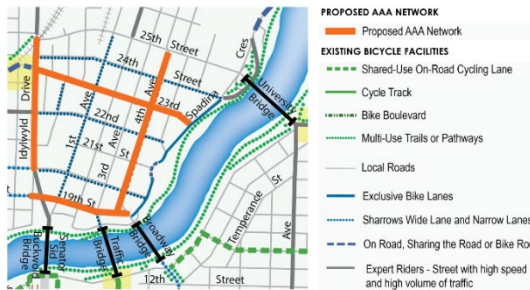
The following are three types of AAA facilities that are typically used in urban settings, such as downtown Saskatoon.



PROJECT TIMELINE



PROPOSED AAA NETWORK: Map of Recommended Streets

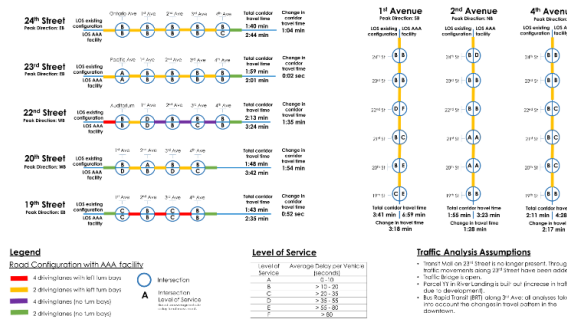


PROPOSED AAA NETWORK Connections To Existing And Proposed AAA Facilities



TRAFFIC LEVEL OF SERVICE & TRAVEL TIME ANALYSIS [PM PEAK PERIOD]

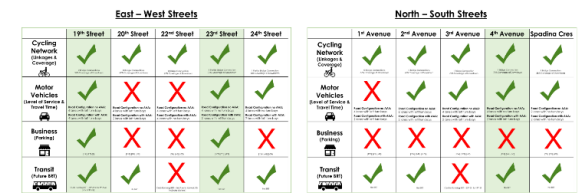
The City of Saskatoon uses the Highway Capacity Manual (HCM) to determine Level of Service (LOS). LOS is a measure of average delay per motor vehicle at each intersection. The illustrations below show the change in LOS at each intersection and the change in travel time for each corridor when a AAA facility is added to the street.



PROPOSED AAA NETWORK: Overview of Network Decision Making

Downtown streets support a number of different land uses through a variety of travel modes. When assessing the appropriate streets for a AAA cycling facility, it is important to consider the impacts to all users in the downtown.

The charts below provide a high-level overview of the detailed analysis for each of the streets considered for a AAA facility.



TRAFFIC ANALYSIS ASSUMPTIONS

- Signal Mid on 23rd Street is no longer present. Through traffic movements along 23rd Street have been added.
- Traffic Right is open.
- Parcel Y1 in lower landing is built out (increase in traffic due to development).
- Bus Rapid Transit (BRT) along 3rd Ave. all analyses take into account the changes in travel patterns in the downtown.

AAA EVALUATION CRITERIA: COMPARISON OF NORTH-SOUTH STREETS

	Idylwyld Drive	1st Avenue	2nd Avenue	3rd Avenue	4th Avenue	Spadina Cres
BICYCLE NETWORK Linkages to Surrounding Areas						
Connectivity North	Great. Extends beyond 25th St.	Good. Extends beyond 25th St. with a slight deflection at 25th St.	Great. Extends beyond 25th St.	Great. Extends beyond 25th St.	Good. Extends north of 25th St. (4th Ave in a one-way street N of 25th)	Good. Extends north of 25th St. Connects with Meewasin trail system
Connectivity South	Ok. Terminates at 20th. Connection through Ave A to 19th St.	Ok. Southbound Terminates at 19th Street. Northbound begins at 20th due to Idylwyld Freeway Ramps.	Great. Terminates at Spadina Cres	Great. Terminates at Spadina Cres	Intersection improvements are planned that will improve the connection to the Broadway Bridge	Good. Terminates at 2nd Ave. Connects with Meewasin trail system
Coverage (% of Downtown within 400m of Proposed Facility)	40%	65%	75%	75%	70%	55%
Linkages to Existing & Proposed AAA Facilities						
Bridges	Poor. Road connects directly to Sid Buckwold Bridge but the connection to Sid Buckwold Bridge walkway is challenging.	Poor. Road connects directly to Sid Buckwold Bridge but the connection to Sid Buckwold Bridge walkway is challenging.	Ok. Connects to 19th St. which connects to Traffic Bridge and Broadway Bridge	Great. Connects directly to Traffic Bridge. Connects to 19th St. which connects to Broadway Bridge	Good. Northbound connection from Broadway Bridge to 4th on East side is OK. Intersection improvements are planned that will improve the connection to the Broadway Bridge	Good. Connects with University Bridge. Doesn't connect with Broadway Bridge. Connects with Traffic Bridge
Existing AAA Facilities	Connects with Baltimore Bikeway. Connects with South West Connector Multi-Use Pathway	None	2nd Ave becomes 3rd Street Multi-Use Pathway	Connects with 33rd Street Multi-Use Pathway. Connects with Cycle Track on Victoria Avenue	None	Connects to Meewasin trail system
Proposed AAA Facilities	None	None	None	None	None	None
Current and Potential Bicycle Traffic						
Key Destinations Served	Midtown Plaza TCU Place	Government of Canada Building Midtown Plaza Scotia Centre	Francis Morison River Landing Scotia Centre Lots of retail Lots of restaurants Educational institutions	Francis Morison Library City Hall Sturdy Stone Some retail shops Some restaurants Educational institutions	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices
PEOPLE WALKING Pedestrian Improvements						
Opportunity for Improvements	Yes. Opportunity to make improvements through Imagine Idylwyld project	Yes. Opportunity to improve crossings for pedestrians north of 22nd St.	Already a pedestrian priority street with significant pedestrian amenities & short crossing distances	Yes. Possible opportunity to make improvements through BRT	Yes. Increases separation of pedestrians from traffic	East side has great pedestrian amenities. West side could benefit from improved pedestrian facilities

AAA EVALUATION CRITERIA: COMPARISON OF NORTH-SOUTH STREETS

	Idylwyld Drive	1st Avenue	2nd Avenue	3rd Avenue	4th Avenue	Spadina Cres
BICYCLE NETWORK Linkages to Surrounding Areas						
Connectivity North	Great. Extends beyond 25th St.	Good. Extends beyond 25th St. with a slight deflection at 25th St.	Great. Extends beyond 25th St.	Great. Extends beyond 25th St.	Good. Extends north of 25th St. (4th Ave in a one-way street N of 25th)	Good. Extends north of 25th St. Connects with Meewasin trail system
Connectivity South	Ok. Terminates at 20th. Connection through Ave A to 19th St.	Ok. Southbound Terminates at 19th Street. Northbound begins at 20th due to Idylwyld Freeway Ramps.	Great. Terminates at Spadina Cres	Great. Terminates at Spadina Cres	Intersection improvements are planned that will improve the connection to the Broadway Bridge	Good. Terminates at 2nd Ave. Connects with Meewasin trail system
Coverage (% of Downtown within 400m of Proposed Facility)	40%	65%	75%	75%	70%	55%
Linkages to Existing & Proposed AAA Facilities						
Bridges	Poor. Road connects directly to Sid Buckwold Bridge but the connection to Sid Buckwold Bridge walkway is challenging.	Poor. Road connects directly to Sid Buckwold Bridge but the connection to Sid Buckwold Bridge walkway is challenging.	Ok. Connects to 19th St. which connects to Traffic Bridge and Broadway Bridge	Great. Connects directly to Traffic Bridge. Connects to 19th St. which connects to Broadway Bridge	Good. Northbound connection from Broadway Bridge to 4th on East side is OK. Intersection improvements are planned that will improve the connection to the Broadway Bridge	Good. Connects with University Bridge. Doesn't connect with Broadway Bridge. Connects with Traffic Bridge
Existing AAA Facilities	Connects with Baltimore Bikeway. Connects with South West Connector Multi-Use Pathway	None	2nd Ave becomes 3rd Street Multi-Use Pathway	Connects with 33rd Street Multi-Use Pathway. Connects with Cycle Track on Victoria Avenue	None	Connects to Meewasin trail system
Proposed AAA Facilities	None	None	None	None	None	None
Current and Potential Bicycle Traffic						
Key Destinations Served	Midtown Plaza TCU Place	Government of Canada Building Midtown Plaza Scotia Centre	Francis Morison River Landing Scotia Centre Lots of retail Lots of restaurants Educational institutions	Francis Morison Library City Hall Sturdy Stone Some retail shops Some restaurants Educational institutions	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices
PEOPLE WALKING Pedestrian Improvements						
Opportunity for Improvements	Yes. Opportunity to make improvements through Imagine Idylwyld project	Yes. Opportunity to improve crossings for pedestrians north of 22nd St.	Already a pedestrian priority street with significant pedestrian amenities & short crossing distances	Yes. Possible opportunity to make improvements through BRT	Yes. Increases separation of pedestrians from traffic	East side has great pedestrian amenities. West side could benefit from improved pedestrian facilities

AAA EVALUATION CRITERIA: COMPARISON OF EAST-WEST STREETS

	19th Street	20th Street	22nd Street	23rd Street	24th Street	25th Street
BICYCLE NETWORK Linkages to Surrounding Areas						
Connectivity East	Good. Terminates at 4th Avenue	Great. Terminates at Spadina Cres, but deflected south of 5th Ave	Ok. Terminates at Spadina Cres, but deflected south of 5th Ave	Great. Terminates at Spadina Cres	Great. Terminates at Spadina Cres	Great. Terminates at Spadina Cres
Connectivity West	Great. Continues west to Ave M	Great. Continues west to Vancouver Ave	Great. Continues west to City Limits	Good. Continues west to Idylwyld Drive	Ok. Terminates at Idylwyld Drive	Ok. Terminates at Idylwyld Drive
Coverage (% of Downtown within 400m of Proposed Facility)	35%	50%	65%	70%	60%	45%
Linkages to Existing & Proposed AAA Facilities						
Bridges	Great connection to Traffic Bridge & Broadway Bridge	No bridge connections	No bridge connections	Ok connection to University Bridge	Ok connection to University Bridge	Great connection to University Bridge
Existing AAA Facilities	None	None	None	Connects to Baltimore Bikeway	None	Connects to SW Connector MUP
Proposed AAA Facilities	Connects to proposed 19th St. protected bike lane (Ave A - Ave H)	Connects to proposed raised cycle track on Idylwyld Drive	Connects to proposed raised cycle track on Idylwyld Drive	Connects to proposed raised cycle track on Idylwyld Drive	Connects to proposed multi-use pathway on Idylwyld Drive	Connects to proposed multi-use pathway on Idylwyld Drive
Current and Potential Bicycle Traffic						
Key Destinations Served	River Landing Remai Modern Farmer's Market Prov. Court Midtown Plaza	Midtown Plaza Several retail shops west of Idylwyld Dr	TCU Place Sturdy Stone Some office retail	Francis Morison Library City Hall Medical Offices	Kinmen Park City Hall	Kinmen Park Police Station
PEOPLE WALKING Pedestrian Improvements						
Opportunity for Improvements	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Somewhat. Already increased

AAA EVALUATION CRITERIA: COMPARISON OF EAST-WEST STREETS

	19th Street	20th Street	22nd Street	23rd Street	24th Street	25th Street
CYCLIST SAFETY Conflict with Vehicles						
Motor Vehicles per Day (Average Annual Daily Traffic)	17,000 - 25,000* *estimated	13,000 - 20,000* *estimated	15,000 - 30,000* *estimated	7,000 - 12,000* *estimated	8,000 - 13,000* *estimated	23,000 - 43,000 2014 CCS AADT
PEOPLE DRIVING Automobile travel time (PM Peak Period)						
Peak Direction of Travel	Eastbound	Westbound	Westbound	Eastbound	Eastbound	Not completed as this street was removed from consideration for a AAA facility at this time.
Travel Time (existing configuration)	1:43 min	1:48 min	2:13 min	1:59 min	1:40 min	
Travel Time (AAA facility) Change in Travel Time	2:35 min 0:52 sec	3:42 min 1:54 min	3:24 min 1:35 min	2:01 min 0:02 sec	2:44 min 1:04 min	
TRANSIT Transit Stop Conflicts						
Current # of Stops	5	3	4	9	2	9
Future # of Stops	None identified	Possibility of future stops	2 BRT Stations	None identified	None identified	2 BRT Stations
Current Transit Route	Yes	Yes	Yes	Current transit terminal conflict 19th St. Ave to 3rd Ave	Yes	Yes
Future Transit Route	BRT proposed as curb-running from 4th Ave to 3rd Ave	Identified as possible high-frequency transit west of 3rd	Identified as future center-running BRT route	None identified	None identified	BRT proposed as curb-running from Spadina to 3rd Ave
BUSINESS Parking						
Street Environment	Low activity: 7 building entrances (1.6 per block face)	Average activity: 23 building entrances (3.2 per block face)	Average activity: 31 building entrances (3.1 per block face)	Low activity: 21 building entrances (1.6 per block face)	Average activity: 33 building entrances (3.3 per block face)	Low activity: 24 building entrances (1.6 per block face)
Current # of Spaces	17	118	96	103	124	58
# of Spaces with AAA	17	80	63	90 (Parking added in transit terminal)	66 (Parked on street between Centre Ave & University)	50
Change in # of Spaces ^A	0	-38	-33	-13	-58	-8

TRAFFIC ANALYSIS ASSUMPTIONS

- Transit Mall on 23rd Street is no longer present. Through traffic movements along 23rd Street have been added.
- Traffic Bridge is open.
- Force YY in River Landing is built out (increase in traffic due to development).
- Bus Rapid Transit (BRT) along 3rd Ave: all analyses take into account the changes in travel pattern in the downtown.

^A Due to removal of parking at intersections and on each side of driveways to improve visibility/sightlines.

1.5 DOWNTOWN AT NETWORK: COMMUNITY OPEN HOUSE ENGAGEMENT SUMMARY

1.5.1 Engagement Objectives

- Provide an overview on the project and Saskatoon's wider network;
- Describe how the technical analysis and stakeholder input informed the development of the Downtown AT network;
- Share the results of the evaluation of the Downtown streets; and
- Present the recommended Downtown AT network.

1.5.2 What We Asked

Approximately 14 display boards were set up and manned by project staff. Staff discussed the content of the boards with attendees and answered questions. The boards contained the following information:

- Why Active Transportation is important in Saskatoon, including information on the Council endorsed plans supporting AT initiatives: Growth Plan, Active Transportation Plan, and Complete Streets Design and Policy Guide.
- What types of cycling facilities are considered when planning a AT network, including what types of facilities are considered All Ages and Abilities, and which are not, and a description of what makes a facility appropriate for people of all ages and abilities.
- The results of the evaluation of all streets considered for AT facilities was communicated, including consideration for other users and uses along these corridor such as transit, people driving, and businesses. A rationale for why the recommended streets were selected was also provided.
- A map of the proposed Downtown AT network was provided, as well as how this network would connect to existing and future AT facilities beyond the Downtown.

1.5.3 What We Heard

Generally speaking, many attendees were supportive of a Downtown AT network and of the streets that were selected. Of those who supported the network, many agreed with the streets selected and supported the evaluation process used to arrive at those streets. Some comments were received around improving access at key entry points such as the bottom of the Broadway Bridge, ensuring good pavement quality in the lanes, and providing access through the existing transit terminal. Generally, those who were not supportive of the network were not supportive of any protected cycling facility within the Downtown, citing negative impacts to motorists, parking implications, underutilization of current bike lanes Downtown, and cost implications.

1.5.4 Boards

Active Transportation in Saskatoon



The Growth Plan to Half a Million (Growth Plan) was developed over two and a half years through a five-phase public engagement process called Growing Forward Shaping Saskatoon.

The Growth Plan is made up of several themes that, when joined together, form a new growth model for Saskatoon:

- **Corridor Growth** – Encouraging growth and development near our existing major corridors
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- **Employment Areas** – Ensuring we have the right amount of employment in the right areas
- **ACTIVE TRANSPORTATION** – Providing more choices for how people move around the city
- **Planning Growth** – Planning ahead for the costs of growth

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The purpose of Saskatoon's Active Transportation Plan (AT Plan) is to increase transportation choices within the city and establish a long-term vision for active transportation that complements the City of Saskatoon's existing strategic vision.

The AT Plan identified five key goals for improving walking and cycling in Saskatoon:

1. **MORE** walking and cycling
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- Provide transportation options for people of all ages and abilities;
- Enhance the safety and security of urban streets;
- Create a variety of streets that offers mobility options for all users;
- Provide opportunities for improved health and recreation to people in the community;
- Promote the economic well-being of both businesses and residents;
- Create public space within the street corridor.

Adopted in principle by City Council on October 22, 2017. The Complete Streets Policy and Design Guide will help Saskatoon to plan, design, operate and maintain existing and new streets to effectively support movement of people of all ages and levels of mobility.

Active Transportation (AT) Plan | Bicycle Network Principles

AT Plan Network Facility Types

All Ages & Abilities (AAA)



Bicycle Boulevard



Protected Bicycle Lane



Raised Cycle Track



Secondary (non-AAA)



Buffered Bicycle Lane



Shared Use Lanes (sharrows)



Local Street



City Wide Cycling Network Principles

A well-designed cycling network needs to be visible, intuitive and provide connections between destinations and neighbourhoods.

Ideally, a cycling network serves users of all ages and abilities – in other words, people from age 8 to age 80 – offering practical route options for those who are interested in cycling, but who may not be comfortable riding on busy streets with high traffic volumes and speeds.

The design and development of a long-term bicycle network for Saskatoon is based on five network planning principles:

1. Provide an interconnected system of facilities that is **COMFORTABLE** and attractive for all users.
2. Increase **COVERAGE** to ensure all residents are within 400m of a designated bicycle route. The designated route may include both AAA and non-AAA facilities.
3. Focus on high-quality **CONNECTIONS** to and from downtown with all areas of the city and create a downtown network.
4. Provide a network that provides direct **ACCESS** to major shopping centres, key employment areas, schools, and recreational areas/facilities.
5. **IMPROVE** and connect to existing cycling routes.

Active Transportation in Saskatoon

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- ACTIVE TRANSPORTATION** – Providing more choices for how people move around the city
- Financing Growth** – Planning ahead for the costs of growth

Adopted in principle by City Council on April 25, 2016, the Growth Plan is about making choices to proactively manage the changes associated with growth, creating a city that is vibrant and attractive to future generations. A vibrant Saskatoon has a diverse mix of housing, commercial, social, cultural, and recreational opportunities that are universally accessible by all modes of transportation, including walking, cycling, transit, and driving.

The purpose of Saskatoon's **Active Transportation Plan (AT Plan)** is to increase transportation choices within the city and establish a long-term vision for active transportation that complements the City of Saskatoon's existing strategic vision.

The AT Plan identifies key goals for improving walking and cycling in Saskatoon:

- MORE** walking and cycling
- SAFER** walking and cycling
- More PLACES** for walking and cycling
- Build a CULTURE** for active transportation
- ENCOURAGE** other forms of active transportation

Adopted in principle by City Council on June 27, 2016, the AT Plan will contribute to increased transportation options by improving the accessibility, comfort, convenience and safety of active transportation in Saskatoon as the city grows to half a million people over the next 30 to 40 years.

The City of Saskatoon is committed to providing safe streets for users of all ages, abilities, and modes of travel. The **Complete Streets Policy and Design Guide**, was developed to help achieve that goal through a more balanced approach to street design that accommodates the safe movement of people by multiple modes and of all ages and abilities.

The principles of Complete Street design include:

- Serve and support existing and planned land use and built form context;
- Encourage people to travel by walking, bicycling, and transit;
- Provide transportation options for people of all ages and abilities;
- Enhance the safety and security of urban streets;
- Create a network of streets that offers mobility options for all users;
- Provide opportunities for improved health and recreation to people in the community;
- Promote the economic well-being of both businesses and residents;
- Create public space within the street corridor.

Adopted in principle by City Council on October 22, 2017, the Complete Streets Policy and Design Guide will help Saskatoon to plan, design, operate and maintain walking and new streets to effectively support movement of people of all ages and levels of mobility.

Active Transportation (AT) Plan | Bicycle Network Principles

AT Plan Network Facility Types

All Ages & Abilities (AAA)	Secondary (non-AAA)

City Wide Cycling Network Principles

A well-designed cycling network needs to be visible, intuitive and provide connections between destinations and neighbourhoods.

Ideally, a cycling network serves users of all ages and abilities – in other words, people from age 8 to age 80 – offering practical route options for those who are interested in cycling, but who may not be comfortable riding on busy streets with high traffic volumes and speeds.

The design and development of a long-term bicycle network for Saskatoon is based on five network planning principles:

- 1** Provide an interconnected system of facilities that is **COMFORTABLE** and attractive for all users.
- 2** Increase **COVERAGE** to ensure all residents are within 400m of a designated bicycle route. The designated route may include both AAA and non-AAA facilities.
- 3** Focus on high-quality **CONNECTIONS** to and from downtown with all areas of the city and create a downtown network.
- 4** Provide a network that provides direct **ACCESS** to major shopping centres, key employment areas, schools, and recreational areas/facilities.
- 5** **IMPROVE** and connect to existing cycling routes.

All Ages and Abilities (AAA) Bicycle Network Principles

SAFETY

People riding bicycles are vulnerable road users because they have less protection and travel more slowly than motor vehicles.

An All Ages and Abilities Network should:

- ✓ Minimize and consolidate conflict points between modes (for example, at intersections or driveway crossings).
- ✓ Reduce speed and enhance visibility at intersections and conflict points.
- ✓ Provide each mode with a clearly defined space for travel.
- ✓ Provide consistent treatments to promote predictable behavior for all users.
- ✓ Ensure facilities are easy to maintain to facilitate safe cycling conditions.

COMFORT

Attention to user comfort is an important part of attracting more people to bicycling as a mode of travel.

An All Ages and Abilities Network should:

- ✓ Separate bicycles from motor vehicles when speeds are over 30 km/hr and traffic volumes exceed 1,500 vehicles per hour.
- ✓ Ensure the amount of delay for people riding bikes is reasonable and balanced with other users.
- ✓ Minimize encounters between people riding bikes and those driving vehicles.
- ✓ Accommodate side by side cycling and passing movements, where feasible.
- ✓ Provide smooth vertical transitions and pavement surfaces free from obstructions.

CONNECTIVITY

People who ride bicycles need a network of continuous low-stress routes that provide connections to local and city-wide destinations.

An All Ages and Abilities Network should:

- ✓ Provide direct and convenient connections that minimize detours.
- ✓ Connect to local and city-wide destinations.
- ✓ Integrate into the larger multimodal transportation network.
- ✓ Provide seamless transitions between different types of cycling facilities (for example: from a raised cycle track to a multi-use pathway).
- ✓ Ensure key destinations and regional routes are interconnected with the bicycle network.

EXAMPLES OF AAA FACILITY TYPES

An all ages and abilities (AAA) facility is typically used on streets where:

- volume of vehicles is greater than 1,500 vehicles per hour, and
- operating speeds are over 30km per hour.

The following are three types of AAA facilities that are typically used in urban settings, such as downtown Saskatoon.

ONE-WAY PROTECTED BIKE LANE

ONE-WAY RAISED CYCLE TRACK

BI-DIRECTIONAL PROTECTED BIKE LANE

EXAMPLES OF DESIGN CONSIDERATIONS

Integration with other users of the street is important to the successful function of the street. Conflicts between users are inevitable, but design treatments can be applied to ensure all users can safely navigate the space.

RIGHT-TURNING VEHICLES

LOADING ZONES / ACCESSIBLE PARKING SPACES

RAISED TRANSIT PLATFORMS

PROJECT TIMELINE

PHASE 1

- High level review of all potential downtown streets
- Develop evaluation criteria
- Present progress to stakeholders
- January 30th Event

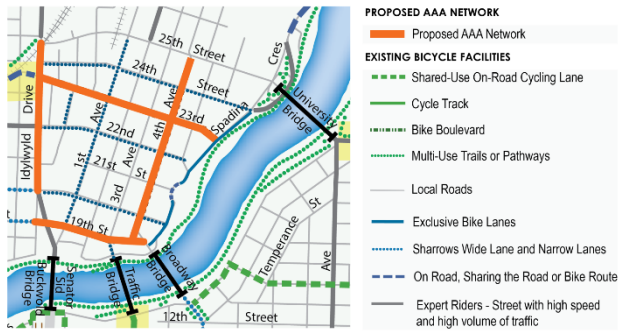
PHASE 2

- Identify promising streets for AAA network
- Develop Downtown AAA cycling network
- Present progress to stakeholders
- Present progress to public
- March 1st Event
- March 7th Event

PHASE 3

- Design
- Report to City Council
- June 2018

PROPOSED AAA NETWORK: Map of Recommended Streets

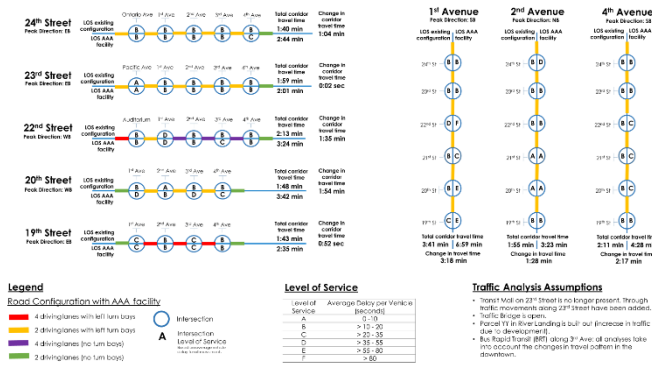


PROPOSED AAA NETWORK Connections To Existing And Proposed AAA Facilities



TRAFFIC LEVEL OF SERVICE & TRAVEL TIME ANALYSIS [PM PEAK PERIOD]

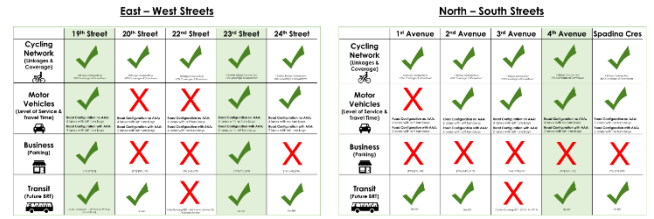
The City of Saskatoon uses the Highway Capacity Manual (HCM) to determine Level of Service (LOS). LOS is a measure of average delay per motor vehicle at each intersection. The illustrations below show the change in LOS at each intersection and the change in travel time for each corridor when a AAA facility is added to the street.



PROPOSED AAA NETWORK: Overview of Network Decision Making

Downtown streets support a number of different land uses through a variety of travel modes. When assessing the appropriate streets for a AAA cycling facility, it is important to consider the impacts to all users in the Downtown.

The charts below provide a high-level overview of the detailed analysis for each of the streets considered for a AAA facility.



TRAFFIC ANALYSIS ASSUMPTIONS

- Transit Mall on 23rd Street is no longer present. Through traffic movements along 23rd Street have been added.
- Transit Bridge is open.
- Parallel VTL in River Landing is built out (increase in traffic due to development).
- Bus Rapid Transit (BRT) along 3rd Ave. All analyses take into account the changes in travel pattern in the downtown.

AAA EVALUATION CRITERIA: COMPARISON OF EAST-WEST STREETS

	19th Street	20th Street	22nd Street	23rd Street	24th Street	25th Street
BICYCLE NETWORK Linkages to Surrounding Areas						
Connectivity East	Good. Terminates at 4th Avenue	Great. Terminates at Spadina Cres.	Ok. Terminates at Spadina Cres. but defects south of 5th Ave.	Great. Terminates at Spadina Cres.	Great. Terminates at Spadina Cres.	Great. Terminates at Spadina Cres.
Connectivity West	Great. Continues west to Ave M.	Great. Continues west to Vancouver Ave.	Great. Continues west to City Limits	Good. Continues west to Vancouver Ave. slight deflection of Junction St.	Ok. Terminates at Idylwyld Drive	Ok. Terminates at Idylwyld Drive
Coverage (% of Downtown within 40m of Proposed Facility)	35%	50%	65%	70%	60%	40%
Linkages to Existing & Proposed AAA Facilities						
Bridges	Great connection to Traffic Bridge & Broadway Bridge	No bridge connections	No bridge connections	Ok connection to University Bridge	Ok connection to University Bridge	Great connection to University Bridge
Existing AAA Facilities	None	None	None	Connects to Balmore Skyway	None	Connects to SW Connector MUP
Proposed AAA Facilities	Connects to proposed 19th St protected bike lane (Ave A - Ave H)	Connects to proposed raised cycle track on Idylwyld Drive	Connects to proposed raised cycle track on Idylwyld Drive	Connects to proposed raised cycle track on Idylwyld Drive	Connects to proposed multi-use pathway on Idylwyld Drive	Connects to proposed multi-use pathway on Idylwyld Drive
Current and Potential Bicycle Traffic						
Key Destinations Served	River Landing Remai Modern Farmer's Market Pro. Court Midtown Plaza	Midtown Plaza Several retail shops west of Idylwyld Dr	TCU Place Sturdy Stone Some office / retail	Francis Morrison Library City Hall Medical Offices	Kinmen Park City Hall	Kinmen Park Police Station
PEOPLE WALKING Pedestrian Improvements						
Opportunity for Improvements	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Yes. Increased separation from traffic	Somewhat. Already well-served

AAA EVALUATION CRITERIA: COMPARISON OF EAST-WEST STREETS

	19th Street	20th Street	22nd Street	23rd Street	24th Street	25th Street
PEOPLE DRIVING Automobile travel time (PM Peak Period)						
Peak Direction of Travel (existing configuration)	Eastbound	Westbound	Westbound	Eastbound	Eastbound	Not completed as this street was removed from consideration for a AAA facility at this time.
Travel Time (AAA facility)	1:43 min	1:48 min	2:13 min	1:59 min	1:40 min	
Change in Travel Time	2:35 min	3:42 min	3:24 min	2:01 min	2:44 min	
	0.52 sec	1:54 min	1:35 min	0:02 sec	1:04 min	
TRANSIT Transit Stop Conflicts						
Current # of Stops	5	3	4	9	2	9
Future # of Stops	None identified	Possibility of future stops	2 BRT Stations	None identified	None identified	2 BRT Stations
Transit Operations						
Current Transit Route	Yes	Yes	Yes	Current transit conflict at 2nd Ave to 3rd Ave	Yes	Yes
Future Transit Route	BRT proposed as curb-running from 4th Ave to 3rd Ave	Identified as possible high-frequency transit east of 3rd Ave	Identified as future center-running BRT	None identified	None identified	BRT proposed as curb-running from Spadina to 3rd Ave
BUSINESS						
Street Environment	Low activity: 7 building entrances (1.2 per block face)	Average activity: 23 building entrances (3.8 per block face)	Average activity: 31 building entrances (5.1 per block face)	Low activity: 21 building entrances (3.5 per block face)	Average activity: 33 building entrances (5.5 per block face)	Low activity: 24 building entrances (4 per block face)
Current # of Spaces	17	118	96	103	124	58
# of Spaces with AAA	17	80	63	90 (Parking spaces in transit terminal)	66 (Parking spaces in transit terminal)	50
Change in # of Spaces*	0	-38	-33	-13	-58	-6

TRAFFIC ANALYSIS ASSUMPTIONS

- Transit Mall on 23rd Street is no longer present. Through traffic movements along 23rd Street have been added.
- Traffic Bridge is open.
- Parcel T1 in River Landing is built out (increase in traffic due to development).
- Bus Rapid Transit (BRT) along 3rd Ave. all analyses take into account the changes in travel pattern in the downtown.

* Due to removal of parking at intersections and on each side of driveways to improve visibility/lighting.

AAA EVALUATION CRITERIA: COMPARISON OF NORTH-SOUTH STREETS

	Idylwyld Drive	1st Avenue	2nd Avenue	3rd Avenue	4th Avenue	Spadina Cres
BICYCLE NETWORK Linkages to Surrounding Areas						
Connectivity North	Great. Extends beyond 25th St.	Good. Extends beyond 25th St. with a slight deflection at Duke St.	Great. Extends beyond 25th St.	Great. Extends beyond 25th St.	Good. Extends north of 25th St. (4th Ave in a one-way street N of 25th)	Good. Extends north of 25th St. (4th Ave in a one-way street N of 25th)
Connectivity South	Ok. Terminates through Ave A to 19th St	Ok. Southbound. Terminates at 19th Street. Northbound begins at 20th due to Idylwyld Freeway Ramps.	Great. Terminates at Spadina Cres.	Great. Terminates at Spadina Cres.	Good. Terminates at Spadina Cres.	Good. Terminates at Spadina Cres.
Coverage (% of Downtown within 40m of Proposed Facility)	40%	65%	75%	75%	70%	55%
Linkages to Existing & Proposed AAA Facilities						
Bridges	Poor. Road connects directly to 5th Buckwold Bridge but the connection to 5th Buckwold Bridge walkway is challenging.	Poor. Road connects directly to 5th Buckwold Bridge but the connection to 5th Buckwold Bridge walkway is challenging.	Ok. Connects to 19th St which connects to Traffic Bridge and Broadway Bridge.	Great. Connects directly to Traffic Bridge. Connects to 19th St which connects to Broadway Bridge.	Good. Northbound connection from Broadway Bridge to 4th on East side is Ok. Intersection improvements are planned that will improve the connection to the Broadway Bridge.	Good. Connects with University Bridge. Doesn't connect with Broadway Bridge. Connects with Traffic Bridge.
Existing AAA Facilities	Connects with Balmore Skyway. Connects with South West Connector Multi Use Pathway.	None	2nd Ave becomes 3rd Ave which connects with 33rd Street Multi Use Pathway.	Connects with 33rd Street Multi Use Pathway. Connects with Cycle Track on Victoria Avenue.	None	Connects to Meewasin trail system.
Proposed AAA Facilities	None	None	None	None	None	None
Current and Potential Bicycle Traffic						
Key Destinations Served	Midtown Plaza TCU Place	Government of Canada Building Midtown Plaza Scotia Centre	Remai Modern River Landing City Hall Sturdy Stone Some retail shops Some restaurants Educational institutions	Francis Morrison Library City Hall Sturdy Stone More office than retail Some restaurants	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices
PEOPLE WALKING Pedestrian Improvements						
Opportunity for Improvements	Yes. Opportunity to make improvements through Imagine Idylwyld project	Yes. Opportunity to improve crossings for pedestrians north of 22nd St	Already a pedestrian priority street with significant pedestrian amenities & short crossing distances.	Yes. Possible opportunity to make improvements through BRT	Yes. Increases separation of pedestrians from traffic.	East side has great pedestrian amenities. West side could benefit from improved pedestrian facilities.

AAA EVALUATION CRITERIA: COMPARISON OF NORTH-SOUTH STREETS

	Idylwyld Drive	1st Avenue	2nd Avenue	3rd Avenue	4th Avenue	Spadina Cres
BICYCLE NETWORK Linkages to Surrounding Areas						
Connectivity North	Great. Extends beyond 25th St.	Good. Extends beyond 25th St. with a slight deflection at Duke St.	Great. Extends beyond 25th St.	Great. Extends beyond 25th St.	Good. Extends north of 25th St. (4th Ave in a one-way street N of 25th)	Good. Extends north of 25th St. (4th Ave in a one-way street N of 25th)
Connectivity South	Ok. Terminates through Ave A to 19th St	Ok. Southbound. Terminates at 19th Street. Northbound begins at 20th due to Idylwyld Freeway Ramps.	Great. Terminates at Spadina Cres.	Great. Terminates at Spadina Cres.	Good. Terminates at Spadina Cres.	Good. Terminates at Spadina Cres.
Coverage (% of Downtown within 40m of Proposed Facility)	40%	65%	75%	75%	70%	55%
Linkages to Existing & Proposed AAA Facilities						
Bridges	Poor. Road connects directly to 5th Buckwold Bridge but the connection to 5th Buckwold Bridge walkway is challenging.	Poor. Road connects directly to 5th Buckwold Bridge but the connection to 5th Buckwold Bridge walkway is challenging.	Ok. Connects to 19th St which connects to Traffic Bridge and Broadway Bridge.	Great. Connects directly to Traffic Bridge. Connects to 19th St which connects to Broadway Bridge.	Good. Northbound connection from Broadway Bridge to 4th on east side is Ok. Intersection improvements are planned that will improve the connection to the Broadway Bridge.	Good. Connects with University Bridge. Doesn't connect with Broadway Bridge. Connects with Traffic Bridge.
Existing AAA Facilities	Connects with Balmore Skyway. Connects with South West Connector Multi Use Pathway.	None	2nd Ave becomes 3rd Ave which connects with 33rd Street Multi Use Pathway.	Connects with 33rd Street Multi Use Pathway. Connects with Cycle Track on Victoria Avenue.	None	Connects to Meewasin trail system.
Proposed AAA Facilities	None	None	None	None	None	None
Current and Potential Bicycle Traffic						
Key Destinations Served	Midtown Plaza TCU Place	Government of Canada Building Midtown Plaza Scotia Centre	Remai Modern River Landing City Hall Sturdy Stone Some retail shops Some restaurants Educational institutions	Francis Morrison Library City Hall Sturdy Stone More office than retail Some restaurants	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices	Remai Modern River Landing Court of Queen's Bench Medical Offices General Offices
PEOPLE WALKING Pedestrian Improvements						
Opportunity for Improvements	Yes. Opportunity to make improvements through Imagine Idylwyld project	Yes. Opportunity to improve crossings for pedestrians north of 22nd St	Already a pedestrian priority street with significant pedestrian amenities & short crossing distances.	Yes. Possible opportunity to make improvements through BRT	Yes. Increases separation of pedestrians from traffic.	East side has great pedestrian amenities. West side could benefit from improved pedestrian facilities.

1.6 DOWNTOWN AT NETWORK: NOVEMBER 2018 ENGAGEMENT SUMMARY

1.6.1 Engagement Objectives

- Provide an overview on the project and technical assessment;
- Share the recommended AT network of Downtown streets and how it connects to the city-wide network;
- Show high-level concept designs to illustrate how the proposed network corridors will look with AT facilities; and
- Obtain feedback on the routes selected, including asking attendees to indicate a preference between a north-south AT route on 3rd Avenue or 4th Avenue.

1.6.2 What We Asked

Nine display boards were set up and manned by project staff. Staff discussed the content of the boards with attendees and answered questions. The boards contained the following information:

- An overview of the project timeline and technical assessment, including the factors that were used to assess the suitability of Downtown streets for hosting AT facilities;
- A map of the proposed Downtown AT network was provided, as well as how this network would connect to existing and future AT facilities beyond the Downtown;
- Conceptual design details were shown for each proposed network street, including the recommended facility type, street operations, and key design features;
- Three types of conceptual intersection designs were shown, highlighting the key features of each design;
- Additional detail was provided on design elements for separation and barrier types, options for accessible parking, and how transit stops would be integrated; and
- A comparison of 3rd Avenue and 4th Avenue was shown and participants were asked to indicate their preferred north-south AT route.

1.6.3 Who Attended

Three separate events were held in November 2018. In total, approximately 365 people attended all three events.

Table 1: November 2018 Event Summary

Event	Date	Total Attendance
Downtown Come and Go Community Event	November 6, 2018, 3:00pm – 8:00pm	73
Broadway Come and Go Community Event	November 8, 2018, 3:00pm – 8:00pm	216
Midtown Mall Pop Up	November 16, 10:00am – 2:00pm	76

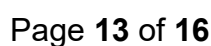
1.6.4 What We Heard

Overall, attendees supported an AT facility on 23rd Street and 19th Street. When asked, attendees supported an AT facility on 3rd Avenue rather than 4th Avenue. Of the 100 attendees who chose to indicate their preference, 78 preferred 3rd Avenue and 22 preferred 4th Avenue.

Comments focused on ensuring safe intersection designs, including a preference toward protected intersections. Attendees also liked the idea of more permanent barrier between the parking lane and the bike lane, and a preference toward a different style of delineator pole. It was noted that the barrier should be installed in such a way as to not create a hazard for people walking, cycling, or parking.

Of those who supported the network, many agreed with the streets selected and supported the evaluation process used to arrive at those streets.

1.6.5 Boards



1.7 SASKATOON ACCESSIBILITY ADVISORY COMMITTEE – JANUARY 11TH, 2019

1.7.1 Engagement Objectives

Deliver a presentation on the proposed accessible parking options and barrier types, and answer any questions the Committee may have.

1.7.2 What We Asked

An overview of the Downtown AT Network Study was provided to the committee, as well as the preliminary designs for accessible parking/loading spaces adjacent on Downtown AT corridors. The materials were provided as part of the agenda package for the meeting. The presentation included the following information:

- An overview of City Council direction;
- An overview of the city-wide network;
- An overview of the preliminary concept design for the Downtown streets (3rd Avenue was the example utilized);
- Preliminary concept designs of two accessible parking/loading options:
 - End Block
 - Mid-Block; and,
- Examples of possible barrier types.

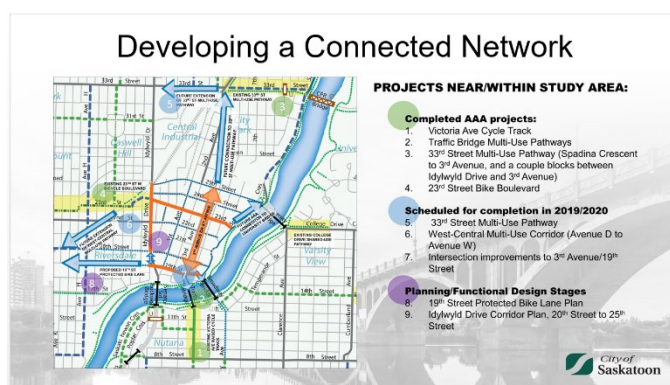
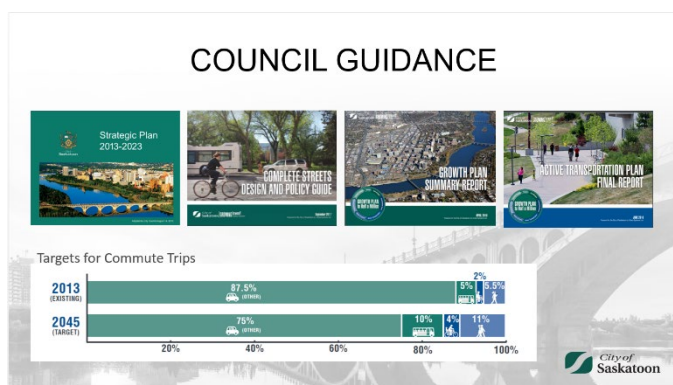
1.7.3 Who Attended

Members of the 2019 Saskatoon Accessibility Advisory Committee. A list of the 2019 Committee Members can be found here: <https://www.saskatoon.ca/city-hall/city-council-boards-committees/boards-committees>

1.7.4 What We Heard

Overall, the Committee was supportive of the combined approach to accessible parking/loading zones. The Committee would like to see adequate, visible signs indicating the spaces as well as an opportunity to provide input once the final locations and detailed designs are completed for these spaces.

1.7.5 Presentation Materials

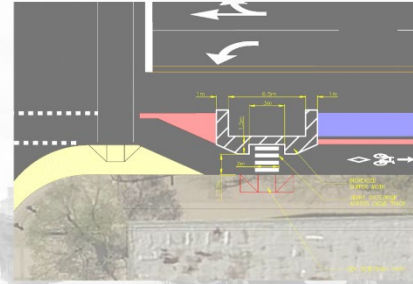


Preliminary Conceptual Design – 3rd Avenue



City of
Saskatoon

Accessible Loading Zone – End Block



City of
Saskatoon

Accessible Loading Zone – Mid Block



City of
Saskatoon

Possible Barrier Types

Flexible Delineator Posts



- Provides guidance for drivers at eye-level
- Offers flexibility of placement
- Easily replaceable
- Less damage to vehicles with large overhangs (delivery trucks etc.)

Bollards



- Rigid barrier
- Suitable for slow streets or adjacent to parking

Linear Curb



- Continuous vertical curb
- Adds parking guidance

Raised Median



- Wider than linear curbs
- Adds the ability to install signs in the buffer (widths range from 0.5m to 1.5m)

Planters



- Aesthetic treatment to streetscape
- Cannot be continuous if access to parking is required

City of
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Timeline

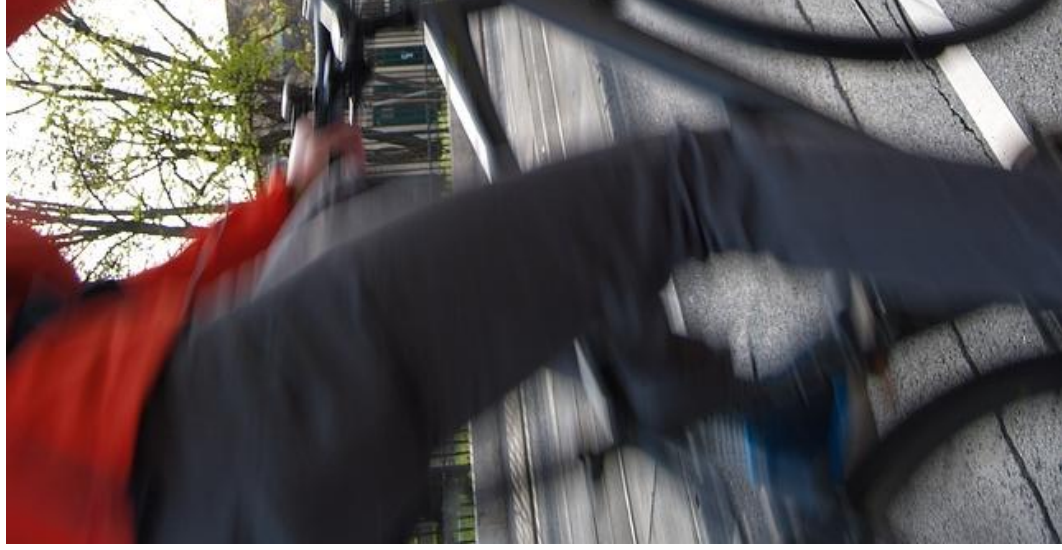


City of
Saskatoon

Downtown All Ages and Abilities (AAA) Cycling Network Stakeholder Session

Prepared for:
City of Saskatoon
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Stakeholder Session

Downtown All Ages and Abilities (AAA) Cycling Network – Stakeholder Session

Background

The City of Saskatoon's Complete Streets Design and Policy Guide is designed to achieve a more balanced approach to street design, one that accommodates the safe movement of people all ages and abilities by multiple modes (i.e. walking, cycling, transit, vehicle). The City's Active Transportation Plan identifies the importance of providing an interconnected system of bicycle facilities that is comfortable and attractive for users of all ages and abilities.

When the Downtown Protected Bike Lane Demonstration (4th Avenue and 23rd Street) wrapped up in November 2017, City Council directed the City administration to report back on what a complete, connected downtown AAA cycling network would look like in Saskatoon.

The City mailed letters to approximately 1,170 downtown property owners, businesses and other stakeholders (e.g. the cycling community) on January 8th, 2018. The letter described aspects of the AAA initiative, including that it will:

- Take into consideration how cycling facilities connect to Saskatoon's wider cycling network.
- Determine how to integrate with other key downtown projects, such as the Bus Rapid Transit (BRT) plan along 3rd Avenue and opening of the Traffic Bridge in fall 2018.

- Consider the impacts on all downtown users to ensure that the most appropriate streets host AAA facilities.

A follow-up email was sent on January 15, 2018. Recipients of the letter and email were asked to add their names to a contact list for future project updates. Stakeholders who opted in for updates, as well as several targeted stakeholders such as organizations representing cyclists, pedestrians, older adults, and many more, were invited to attend the open house sessions on January 20, 2018. The sessions were an opportunity for stakeholders to share their knowledge and insights regarding the development of the Downtown All Ages and Abilities (AAA) Cycling Network.

Session Format

There were two stakeholder events, each approximately 90 minutes in length. Each session began with a brief PowerPoint presentation that included an explanation of the Active Transportation Plan and how it integrates with the Complete Streets Design and Policy Guide, the Growth Plan and the City's

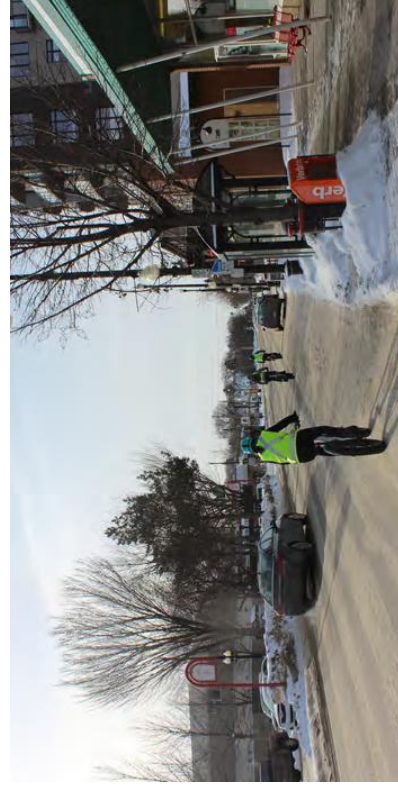


Photo source: City of Saskatoon Active Transportation Plan

Strategic Plan, as well as noting other influencing factors and projects (e.g. BRT, Imagine Idylwyld, Traffic Bridge, 3rd Avenue and 19th Street intersection upgrades).

The presentation referenced the timeline for the Downtown Protected Bike Lane Demonstration Project (2015 – 2017), the provision that protected bike lanes (PBLs) be included in the Downtown AAA Cycling Network, and that the current PBLs on 4th Avenue and 23rd Street be retained until the Downtown network is presented to City Council.

The presentation defined the downtown study area and highlighted the three guiding principles of the AAA cycling network:

- **Safety** – Cyclists are vulnerable and travel more slowly than motor vehicles.
- **Comfort** – This is an important part of attracting more people to bicycling as a mode of travel.
- **Connectivity** – Cyclists need a network of continuous low-stress routes that provide connections to local and city-wide destinations.

The presentation was followed by discussion and engagement activities between stakeholders and the Active Transportation Program Manager, with four City Transportation Engineers stationed at informational display boards (see Appendix).

Stakeholders were asked to provide input regarding criteria that could be used to assess which downtown streets are best suited for a AAA cycling facility, as well as challenges and opportunities for each street.

Who Attended

The sessions were attended by between 40 and 50 people in total (not everyone signed in). Stakeholders in attendance included individuals who signed on behalf of the Saskatchewan Health Authority, as well as civic facilities such as TCU Place, Saskatoon Fire Department and Saskatoon Public Library. Stakeholders from the Saskatoon Chamber of Commerce, Downtown Business Improvement District, Meewasin Valley Authority, Open Door Society and Partners in Employment also attended. Downtown business people attended, although they appeared to be limited in number. There were also stakeholders from Saskatoon Cycles as well as university students. The City Councillor representing the downtown Saskatoon ward was also in attendance.

Evaluation Criteria

What's more important to stakeholders in terms of where AAA cycling facilities should go? Stakeholders were asked to prioritize the criteria being used by the City in their evaluation of streets on which to locate AAA cycling facilities. Stakeholders did this by allocating dots to the criteria (posted on display boards) they felt should receive priority. Each stakeholder was given six dots, which they could allocate in any manner they chose for the six criteria. This "dotmocracy" is a cumulative voting method used to identify preferences regarding specific criteria.

SUMMARY OF STAKEHOLDER INPUT

The following is a summary of stakeholder input regarding the evaluation criteria. Of the six criteria presented, stakeholders allocated the majority (59%) of dots to two criteria—bicycle network (34% of dots) and cyclist safety (25% of dots).

EVALUATION CRITERIA (DOTMOCRACY)

Bicycle Network (34%)	
Linkages to surrounding areas	17%
Linkages with other bicycle facilities	13%
Current and potential bicycle traffic	4%
Cyclist Safety (25%)	
Merit of segregation	18%
Conflict with vehicles	7%
People Walking (14%)	
Pedestrian improvements	10%
Accessibility	4%
Business (14%)	
Street environment	11%
Parking	3%
People Driving (8%)	
Automobile travel time	8%
Transit (5%)	
Transit operations	3%
Transit stop conflicts	2%
100%	

LINKAGES (BICYCLE NETWORK)

Stakeholders gave priority to bicycle network linkages (30%), including corridors providing linkages to surrounding areas and with bicycle facilities in other parts of Saskatoon. Few stakeholders (4%) prioritize corridors in which large numbers of existing or potential bicycle trips originate and terminate.

CYCLIST SAFETY

This is followed by cyclist safety (25%), with most prioritizing segregation of cyclists from higher overall traffic volumes and the idea that separation on such corridors will provide the greatest benefit to cyclists. Fewer stakeholders (7%) prioritize corridors with fewer turning movements at intersections and driveways.

PEDESTRIANS (PEOPLE WALKING)

Stakeholders allocate priority to evaluation criteria around pedestrian safety or impact on pedestrians with mobility needs (10%). These considerations also come up in discussions.

STREET ENVIRONMENT (BUSINESS)

Some priority (11%) is placed on with additional buffering to improve the pedestrian environment and street level commerce.

PARKING

Stakeholders are less likely to allocate priority to evaluation criteria that involves impact on parking (3%). As a general rule, it appears that most stakeholders agree that AAA facilities cannot exist on streets with angle parking.

IMPACT ON MOTORISTS

Some priority (8%) is placed on criteria that consider corridors with the least impact on travel time of people driving.

TRANSIT

Little priority is allocated by stakeholders for evaluation criteria to consider corridors in terms of their potential to conflict with transit (2%) or the idea that corridors with the least impact on transit travel time should be preferred (3%).



Opportunities and Challenges

Participant Suggestions on Maps

The presentation featured two stations with large maps showing both existing and potential AAA routes. During discussion of opportunities and challenges, participants were asked to write their comments on sticky notes and attach to the maps. Those comments are summarized below. They have been organized into several categories, including bridge access, parking, traffic lights, preferred routes and excluded routes.

Broadway Bridge, Traffic Bridge and Access to AAA Network

- Connectivity via AAA network to Riversdale area on 19th Street. Close outside lanes, make bike path Avenues A to H.
- New Traffic Bridge is going to be nicest bridge for cyclist crossings; connecting it with north/south AAA routes in an appealing way is key.
- Connectivity via the University Bridge between Saskatoon City Hospital and Royal University Hospital and the University of Saskatchewan is important and needed by a large number of year-round cyclists.
- Need improved connections for cyclists and pedestrians coming off bridges.
- The bike lane should be on 3rd Avenue off the Traffic Bridge.
- When Traffic Bridge opens, need excellent way findings to access Farmers' Market via River Landing.
- Route across Broadway Bridge to get to Farmers' Market is challenging if you cross on the south side of the bridge and proceed west; cyclists have to stay on sidewalks.
- The bottom of the Broadway Bridge needs work. Cyclists travelling south on 4th Avenue should be able to get to the

- SW side of the bridge. Cyclists travelling down the north (right) side of the bridge should be able to access 19th Street.
- Better signage on all bridges depicting expectations for pedestrians, cyclists and cars would be helpful.
- Dangerous for pedestrians and cyclists where Broadway Bridge accesses 4th Avenue; this multi-use trail has poor visibility (curved) where it becomes 4th Avenue and is too narrow for shared use by pedestrians and cyclists.

Parking

- There are issues for the PBL on 4th Avenue with the parkade between 21st and 22nd Street. Parkade users need to be informed of the bike lane and potential hazards to cyclists from cars exiting the parkade, particularly during rush hour.
- The parkade on 4th Avenue between 21st and 22nd Streets will be a bottleneck whether there is a PBL there or not. Don't let bad design of parkade bring down an ideal bike lane street.
- Better demarcation of parking stalls would assist with motorists and where they can park.
- City vehicles, taxis, delivery trucks and dumpsters are often parked on the PBL on 4th Avenue, right after 21st Street.

Traffic Lights

- Dedicated lane plus lights would work better for cyclists.
- Would like to see traffic light changes; bike specific lights with different timing for bikes using AAA routes and green lights for right turns for motorists.
- Work needs to be done on traffic lights on existing PBL – need advanced start for cyclists to enable them to enter intersections before motorists and no right turn on red light

for motorists. If right turn is needed for traffic flow, include a green arrow in light sequence.

Preferred Routes

- The natural and best east-west corridor for a bike path is Meewasin Trail along Spadina Crescent. It connects to 4 bridges downtown. Could put separate lane for bikes adjacent to pedestrian path on Meewasin Trail.
- 3rd Avenue is the most logical way to travel north-south across downtown by transit and bicycle. Good connectivity, including to north residential areas. Prioritize bus and bikes before cars on this route.
- BRT could go north on 4th Avenue and south on 3rd Avenue; would provide room for a two-way cycle path on 3rd Avenue.
- 4th Avenue PBL is a great place to bike.
- I'd like to see a second north-south PBL on 1st Avenue from 19th Street to Queen Street.
- 21st Street presents a great opportunity to improve bike safety; a route here would encourage cycling downtown and provide an opportunity for businesses, cyclists and pedestrians to work together. Great route if used properly.
- 23rd Street is a good street for cycling; work on modifying the Bus Mall to better accommodate cyclists.
- For east-west network segments, 25th, 23rd and 19th Street would work well for providing east-west coverage, both for destination stops and commuting through.
- 2nd Avenue does not work due to angle parking, so 3rd and 4th Avenues are best options; 1st Avenue is also very wide.
- Remove 2nd Avenue from consideration for AAA; angled parking and street design create too many restrictions. 21st

Street has same challenges, should also be removed from consideration.

- 2nd Avenue would be good option if angle parking eliminated.
- Transit Mall in the way of PBL on 23rd Street is disruptive.
- PBL should be on 25th Street; provides access from University Bridge, University of Saskatchewan and College Drive. Street is so busy that cyclists use sidewalk.
- Consider moving to one-way streets downtown to open up more options for dedicated bike corridors.
- Split up network in logical east-west, north-south sections equal distances apart: Meewasin Trail, Idylwyld Drive, 23rd Street and Queen Street.
- Response from fireman: No; current street width in front of #1 Fire Station is required to allow truck to back in.

Routes Excluded from Consideration

Several comments were collected at the station identifying downtown streets excluded from consideration (see appendix).

- Four of five notes agree with exclusion of all streets listed, including 5th Avenue between 22nd and 25th Street, 6th Avenue between 24th and 25th Street, 21st Street E., and Ontario Avenue, Wall Street and Pacific Avenue.
- There is particular agreement on the exclusion of 21st Street, as this is a great opportunity for a pedestrian priority street.
- One comment disagrees with excluding 5th Ave between 22nd and 25th Street, because it would provide a good connection between Kinsmen Park and north residential area and possibly to 4th Avenue and the PBL.

Other

- If 19th Street is being considered for cycling facility west of downtown, changes have to be made to 19th in downtown as it's not bike friendly; most cyclists currently use the sidewalk.
- Appreciate the tweaking the City has done, but more needs to be done. At intersections, vehicles need to be stopped further back so they can see the cyclist waiting at the intersection to go forward.
- Separate cyclists and pedestrians at lights.
- If I'm waiting at a red light when cycling, if I'm not on a street that has a PBL, I'm not sure where I should be – in the traffic lane or in the furthest right lane. If I'm in the furthest right lane, I impede motorists trying to turn right.
- Improved snow clearing on bike lanes is important.
- Improved communication to the public about real cost (time and money) of PBLs.
- Would like to see PBLs, but only in summer and by using removable posts and temporary lane markings.
- The narrow bike lane at the corner of Spadina Crescent and 24th Street narrows too much; needs to be widened for safety of cyclists.
- Crossing Wall Street at 24th Street is a challenge for pedestrians – lots of near misses for our staff. A challenge also for cyclists, but less so than for pedestrians.
- Future connection to the rail corridor and North Downtown should be considered.
- The alley north of 5th Avenue (adjacent to the YWCA) should be bought by the City and used as a bike lane.
- Businesses along 4th Avenue are clearing snow into PBLs.
- Buses along 23rd Street currently stop in PBL. Consider raising cycle lane and having bus stop in driving lane.

- Broken posts separating PBL from road lead cars to park in the bike lane.
- Several PBL posts are down along 23rd Street, sometimes lying across the bike lane. What is maintenance schedule? Will maintenance be improved when AAA is built?
- Short-height jersey barriers would help protect cyclists (sticky note re: Spadina Crescent in front of Bessborough Hotel).



Photo source: City of Saskatoon Active Transportation Plan

Overview of Discussion at Stations

In addition to capturing comments stakeholders attached to the maps, notes were made of stakeholder discussions at the two stations. The following is a summary of those discussions.

Safety

Safety is one of the most overheard words in discussions at the sessions, and the most important consideration as it provides context for many of the comments at the stations. Stakeholders primarily talk about safety in terms of cyclists, but often for pedestrians and even motorists as well. Some primary safety concerns include difficulty parking, getting in and out of parking facilities or turning right without endangering cyclists using corridors with PBLs.

There are suggestions that motorists experience limited sightlines and that cyclists run the risk of proceeding with an unwarranted sense of security because they are in a PBL, so they proceed with less caution and awareness of pedestrians and motorists that can intrude into their corridor.

Participants also suggest that safety improvements should not only benefit cyclists but also pedestrians and motorists.

Education

Discussions around safety frequently include comments regarding the importance of education—teaching people how the PBLs work. As one participant notes, “We’re learning now how to

have dedicated bike lanes, so that in the future when it becomes really important for our city to have them, we’ll all know how they work and how to use them, as cyclists, pedestrians and motorists.” The concern is that all people visiting downtown learn how to use AAA facilities responsibly and safely, regardless of whether they are cyclists using AAA facilities or motorists or pedestrians co-existing with them.

Consistency is part of some discussions about the importance of education; some stakeholders suggest that people find the various types of bike lanes (PBLs, sharrows, etc.) confusing.

PBLs and BRT

Some stakeholders wonder why BRT, currently recommended for 3rd Avenue in the downtown area, and PBLs cannot co-exist on the same street. Some stakeholders do not want to lose the parking along 3rd Avenue that this might entail.

Demonstration Project

Some stakeholders wonder whether or not the criteria for measuring the 4th Avenue and 23rd Street Demonstration Project has been met. If it has (as is the understanding of some participants), the success of the project is not being celebrated. Some have the impression that various elements of the demonstration are being cast in a negative light and used to show that it has not been successful.

One suggestion is that communication about AAA facilities should highlight the fact that everyone benefits, not just cyclists. There is a sense that this is not communicated clearly enough. The PBL demonstration project seemed to place too much focus on comments about the infrastructure benefitting a select group

of people and so was not worth of support. Incorporating messaging that AAA facilities such as PBLs are designed to encourage more people to use cycling as an alternative mode of transportation could counterbalance that argument.

Corridor Opportunities

Stakeholders find it easier to point out the challenges as opposed to the opportunities with existing and potential AAA streets. Spadina Crescent is a 'natural' corridor, or 'intuitively' where some stakeholders want to go. 23rd Street is often mentioned as a good corridor, despite challenges with the bus mall interrupting the PBL.

There are mentions of whether Idylwyld, after it is redesigned as part of the Imagine Idylwyld plan, has been considered for PBLs. 1st Avenue or 2nd Avenue are mentioned as possible corridors. Some stakeholders suggest that 21st Street between the Bessborough Hotel on Spadina Crescent and Midtown Plaza on 1st Avenue would be a good corridor; however, most suggest this is more appropriate for pedestrian traffic. Overall, there did not appear to be consensus among stakeholders regarding preference for any specific corridors.

Corridor Challenges

Some of the challenges discussed by stakeholders with the 4th Avenue corridor revolve around too much traffic, restricted sightlines for motorists turning right (and fear of collisions with cyclists they cannot see when doing so), problems with entering and exiting parking facilities because of having to cross the PBL and risks of crossing into motorist lanes for cyclists that want to turn left at intersections along the corridor.

Connectivity is a Challenge

Connecting a potential downtown AAA corridor to other parts of Saskatoon via any of the bridges—Broadway, Traffic, Idylwyld or University—is seen as a major challenge for the network.

Destination

Some people say it's important to know where cyclists are going in terms of destinations in order to design good bike routes, but others respond that cyclists are just like everyone else in that they are going to all sorts of places. They are not necessarily "just going to the library," for example. Some are going through downtown; some are going to destinations downtown.

Downtown Business

DTN YXE (Downtown Business Improvement District) has five principles it wanted to reinforce at the session in terms of the downtown AAA network, including:

- Urban Connectivity – Bike lanes are an opportunity to build links between urban districts.
- Suburban Connectivity – It's important to connect Downtown to the suburbs.
- Car Convenience – Motor vehicles remain an important mode of transportation for downtown, and cycling networks should minimize negative affect on parking and congestion.
- Safety – Network design must create safe environments for cyclists and non-cyclists.

- Destination-driven – The network should take cyclists past major destination businesses downtown to encourage people to stop and enjoy the area.

Some downtown business people suggest that residents from outside of Saskatoon use vehicles to visit the city and will not be likely candidates for cycling. One businessperson says no one comes to their store on a bicycle.

Others point to significant vehicle traffic from people travelling from rural Saskatchewan to medical areas downtown (i.e. Medical Arts building on Spadina Crescent, medical offices on Wall Street).

Considering the Future

Some stakeholders mention that AAA corridors should be thought out, not in terms of current traffic flow, but in light of significant pedestrian, motor vehicle and cyclist traffic changes coming as a result of development along 19th Street from River Landing residential, hotel and office high-rise buildings under way, as well as significant commercial and residential development in the area immediately adjacent to the Farmers' Market and Riversdale.

There are also changes on the horizon from the City Centre, North Downtown and Imagine Idylwyld plans, which should be considered in developing the network. More traffic will also be coming from the City fulfilling its density strategy in core areas around Broadway and the riverbank. Connectivity from the bridges will become an even more important consideration with these developments and plans.

Survey Form Comments

The following are verbatim comments recorded on survey forms completed by stakeholders.

WHAT WENT WELL? WHAT DID YOU APPRECIATE?

- I think the set-up works well; allows for general information and then discussion.
- Nice to have the context set at the beginning.
- The interactive respect of the process.
- Very easy to provide comments and engineers are available for discussion.
- Our group was small so it was easy to provide input and ask questions and discuss with City employees.
- I liked the dots to show which was most important.
- Being part of the process; firsthand knowledge helping shape our city.
- Great to talk directly to engineers, see progress being made.
- Good visuals – maps and boards, people to answer questions.
- The opportunity to give feedback.
- Being able to put formation directly on to the maps.
- The presentation was professional, clear and short.
- Attentive City staff, appeared to genuinely receive and consider comments; provided appropriate feedback/clarification when warranted. Less presentation, more conversation makes sense.

WHAT DIDN'T WORK?

- The maps were vague as to what I should provide on them.
- The evaluation criteria seemed a little repetitive.

- Education should be well understood: cost of maintenance of roads due to cars, low cost of bike lane infrastructure vs. car infrastructure, explain general economic benefits.
- I'm still leery that 'complainers' voice is the one that's focused on; I hope that isn't the case moving forward with decision.
- The questions or input seemed a bit narrow; meaning, there didn't seem to be an option to express that bike lanes should not be pursued.
- Early in process, so still very open-ended; when options are narrowed down, would hope that user groups are more directly engaged as it didn't appear they had been to this point (cyclists in particular) based on responses from City staff.

I UNDERSTOOD WHAT WAS EXPECTED OF ME AS A PARTICIPANT ... HOW CAN WE IMPROVE IN THIS AREA?

- I would have liked to know ahead of time that we would be looking at maps to find/comment on problematic areas. I would have liked to have time before the day to look at the maps on my own and organize my thoughts ahead of time. I apologize if there was an email ahead of time that mentioned this and I missed it.

I FEEL MY INPUT WAS ADEQUATELY CAPTURED AND RECORDED ... HOW CAN WE IMPROVE IN THIS AREA?

- Note-taking by staff was evident. Not sure if "sticky note" concept really works, as people are engaged in conversations, which is what should be expected. Notes taken by City staff listening in are probably more valuable.

I UNDERSTAND HOW MY INPUT WILL BE USED ... HOW CAN WE IMPROVE IN THIS AREA?

- Process from this point forward could have been more clearly explained.

WHAT ELSE WOULD YOU LIKE US TO KNOW?

- I heard one person complain that nobody used bicycles before lanes were implemented, but I personally would not bike without them because I felt unsafe. But with protected lanes would be 100% more likely to bike downtown.
- Poor bike parking facilities at the venue – one hidden bike rack that is too wide for a u-lock.
- I am generally very supportive of what you are doing. Be courageous, you are doing the right thing.
- Keep in mind that if AAA facility is not 100% safe, it is not a failure. It's not realistic to remove all/any risk – but improve, make it as safe as physically possible. In communication efforts, it's safer than current options (e.g. painted bike lanes, sparrows, nothing). With current PBL, because there are still safety/sightline issues at driveways, etc., there was dissenting voice that they were unsafe, needed to go. But they are markedly safer than the previous 4th Avenue painted bike lane. You are challenging the status quo and there is bound to be pushback in the community. Courage and political leadership is key to stay the course. Thanks for all your efforts at changing both our physical environment for the better as well as the social normative environment.
- The integration of plans (cycling / transit / pedestrian) is an important aspect of this process.
- It was great to hear from others with their concerns.

- I do not believe bike lanes are necessary in this city due to the time we spend in freezing weather and the imposition it puts on vehicle traffic. Just building bike lanes in my opinion will not mean that more people will cycle to work. I do not feel that streetscaping that involves reducing the number or size of traffic lanes improves the downtown area; it may keep people from travelling downtown.
- This event was well thought out and clearly presented, I appreciated being invited.
- Very important to consider keeping the primary designated street for each "mode" separate; biggest concern of those attending was safety, and this would lead to the least likelihood of conflict.



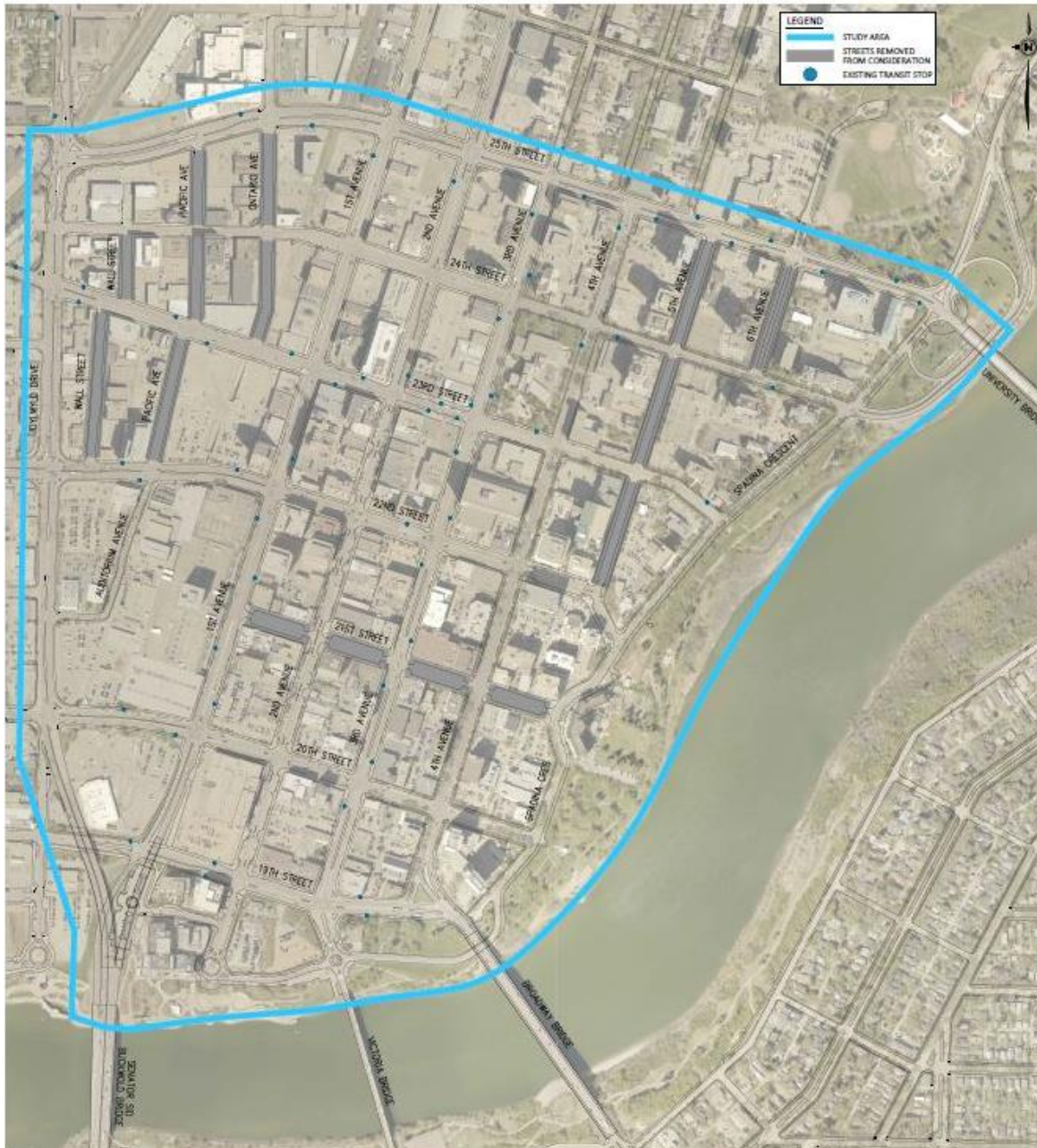
Appendix



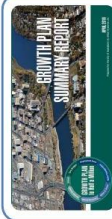
Session Display Boards

Downtown Bicycle Network | Tell Us About Your Street

As a stakeholder, your local knowledge about our downtown streets is important.
What challenges and opportunities need to be considered when designing a cycling corridor on downtown streets?
Tell us by placing a sticky note on the map!



Active Transportation in Saskatoon



The Growth Plan to Half a Million Growth Plan is a five-phase public engagement process called Growing Forward Shaping Saskatoon. The Growth Plan is made up of several themes that, when placed together, form a new growth model for Saskatoon.

- Corridor Growth – Encouraging growth and development along major corridors
- Transit – Making transit a more attractive mode of travel
- Core Area Bridges – Making the most of our core area bridges
- Employment Areas – Ensuring we have the right amount of employment in the right areas
- Financing Growth – Planning ahead for the costs of growth

Adopted in principle by City Council on April 25, 2016, the Growth Plan is about making choices to grow, creating a city that is vibrant and attractive to future generations. A vibrant Saskatoon has a mix of employment, housing, and recreational opportunities that are universally accessible by all modes of transportation, including walking, cycling, transit, and driving.



The purpose of Saskatoon's Active Transportation Plan is to provide a long-term vision for active transportation that complements the City of Saskatoon's existing strategic vision. The AT Plan identified five key goals for improving walking and cycling in Saskatoon:

1. MORE walking and cycling
2. SAFER walking and cycling
3. MORE PLACES for walking and cycling
4. Build a CULTURE for active transportation
5. ENCOURAGE other forms of active transportation

Adopted in principle by City Council on June 27, 2016, the AT Plan will contribute to increased transportation options by improving the accessibility, safety, and attractiveness of walking and cycling and transportation in Saskatoon, as the city grows to half a million people over the next 30 to 40 years.



The City of Saskatoon is committed to providing safe and complete streets for all modes of travel. The Complete Streets Policy and Design Guide, was developed to help achieve that goal and to provide a framework for the City to maintain and accommodate the safe movement of people by multiple modes and of all ages and abilities.

- The principles of Complete Street design include:
- Support and encourage existing and planned land use and transportation options
 - Encourage people to travel by walking, bicycling, and transit
 - Provide transportation options for people of all ages and abilities
 - Enhance the safety and security of urban streets; streets that offer mobility options for all users
 - Provide opportunities for improved health and well-being for all users
 - Promote the economic well-being of both businesses and residents
 - Create public space within the street corridor
- Adopted in principle by City Council on October 22, 2017, the Complete Streets Policy and Design Guide provides a framework for the City to maintain and accommodate the safe movement of people by multiple modes and of all ages and abilities.

Active Transportation (AT) Plan | Bicycle Network Principles

AT Plan Network Facility Types

All Ages & Abilities (AAA)



Multi-Use Pathway



Bicycle Boulevard



Protected Bicycle Lane



Raised Cycle Track

Secondary (non-AAA)



On-Street Bicycle Lane



Buffered Bicycle Lane



Shared Use Lanes (sharrows)



Local Street

City Wide Cycling Network Principles

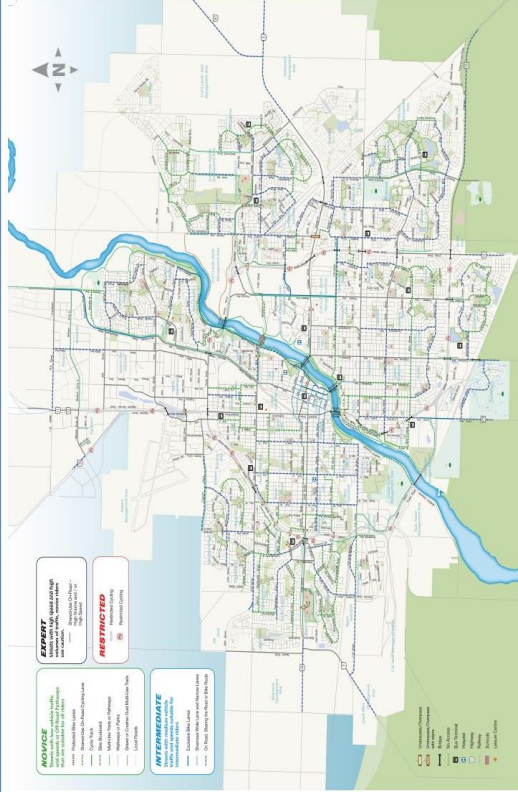
A well-designed cycling network needs to be visible, intuitive and provide connections between destinations and neighbourhoods.

Ideally, a cycling network serves users of all ages and abilities – in other words, people from age 8 to age 80 – offering practical route options for those who are interested in cycling, but who may not be comfortable riding on busy streets with high traffic volumes and speeds.

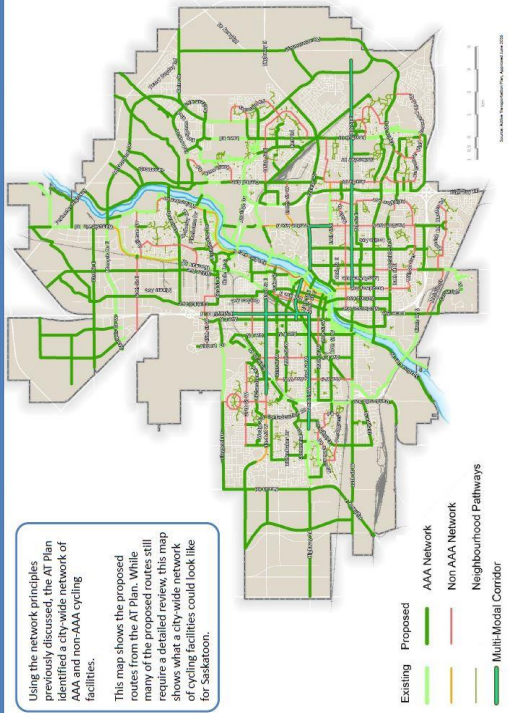
The design and development of a long-term bicycle network for Saskatoon is based on five network planning principles:

1. Provide an interconnected system of facilities that is COMFORTABLE and attractive for all users.
2. Increase COVERAGE to ensure all residents are within 400m of a designated bicycle route. The designated route may include both AAA and non-AAA facilities.
3. Focus on high-quality CONNECTIONS to and from downtown with all areas of the city and create a downtown network.
4. Provide a network that provides direct ACCESS to major shopping centres, key employment areas, schools, and recreational areas/facilities.
5. IMPROVE and connect to existing cycling routes.

Existing Bicycle Network



Active Transportation Plan | Proposed Bicycle Network



All Ages and Abilities (AAA) Bicycle Network Principles

SAFETY

People riding bicycles are vulnerable road users because they have less protection and travel more slowly than motor vehicles.

An All Ages and Abilities Network should:

- ✓ Minimize and consolidate conflict points between modes (for example, at intersections or driveway crossings).
- ✓ Reduce speed and enhance visibility at intersections and conflict points.
- ✓ Provide each mode with a clearly defined space for travel.
- ✓ Provide consistent treatments to promote predictable behavior for all users.
- ✓ Ensure facilities are easy to maintain to facilitate safe cycling conditions.

COMFORT

Attention to user comfort is an important part of attracting more people to bicycling as a mode of travel.

An All Ages and Abilities Network should:

- ✓ Separate bicycles from motor vehicles when speeds are over 30 km/hr and traffic volumes exceed 1,500 vehicles per hour.
- ✓ Ensure the amount of delay for people riding bikes is reasonable and balanced with other users.
- ✓ Minimize encounters between people riding bikes and those driving vehicles.
- ✓ Accommodate side-by-side cycling and passing movements, where feasible.
- ✓ Provide smooth vertical transitions and pavement surfaces free from obstructions.

CONNECTIVITY

People who ride bicycles need a network of continuous low-stress routes that provide connections to local and city-wide destinations.

An All Ages and Abilities Network should:

- ✓ Provide direct and convenient connections that minimize detours.
- ✓ Connect to local and city-wide destinations.
- ✓ Integrate into the larger multimodal transportation network.
- ✓ Provide seamless transitions between different types of cycling facilities (for example: from a raised cycle track to a multi-use pathway).
- ✓ Ensure key destinations and regional routes are interconnected with the bicycle network.

Downtown All Ages and Abilities (AAA) Bicycle Network

Street	Reason for Exclusion	Merits Consideration?
5 th Avenue, between 22 nd Street and 25 th Street	<ul style="list-style-type: none"> does not connect well to the south end of the study area highly residential in nature low number of city-wide destinations 	
6 th Avenue, Between 24 th Street and 25 th Street	<ul style="list-style-type: none"> only extends for one block within the study area 	
21 st Street E	<ul style="list-style-type: none"> low connectivity on east and west ends as it terminates at 1st Avenue and Spadina Crescent 	
Ontario Avenue, Wall Street, Pacific Avenue	<ul style="list-style-type: none"> streets do not connect well to the north and south ends of study area potential in the future to serve as a secondary cycling connection to provide local access 	

Using the AAA Network Principles as a pre-screening tool, a few Downtown streets have been excluded from detailed consideration. This board identifies the eliminated streets and reason why.

What do you think?
Do you agree with these initial exclusions from the network?

Write your thoughts on a sticky note and place it in the corresponding box.

Evaluation Criteria



Bicycle Network

- Linkages to surrounding areas
Corridors providing better linkages across major barriers such as busy streets and river crossings should be preferred.
- Linkages with other bicycle facilities
Corridors that offer a strong potential for interconnection with other modes of transit and other bicycle facilities and interconnections should be preferred.
- Current and potential bicycle traffic
Corridors in which a large number of existing and potential bicycle trips originate and terminate should be preferred.



Cyclist Safety

- Merit of segregation
Corridors with higher overall traffic volumes, higher truck traffic volumes, higher traffic speeds, and which have a higher percentage of heavy vehicles should be preferred.
Separation on such corridors will provide the greatest benefit to cyclists.
- Conflict with vehicles
Corridors with fewer numbers of turning movements at intersections, turnways, and lanes should be preferred.



People Driving

- Automobile travel time
Corridors with the least impact on automobile travel time should be preferred.

When assessing the appropriate streets for a AAA cycling facility, it is important to consider the impacts to all users in the Downtown. To assess these impacts, 12 criteria are being considered.

What do you think?
Tell us which of the 12 are most important to you by placing a dot in the corresponding box.

You may put as many dot votes on each item as you think important.

Are there any criteria missing? Write down your suggested criteria on a sticky note!

Evaluation Criteria



Transit

- Transit stop conflicts
Corridors with fewer bus stops and lower frequency of bus service should be preferred as there will be fewer conflicts between cyclists and passengers waiting or exiting buses.
- Transit operations
Corridors with the least impact on transit travel time should be preferred.



People Walking

- Pedestrian improvements
Corridors that have potential to improve the pedestrian safety of the facility, such as by providing additional crossings, vehicle/bicycles or changes to crossing distances at intersections.
- Accessibility
Corridors in which implementation of the bicycle facility will have the least impact on users with mobility needs should be preferred.








Business

- Parking
Corridors in which implementation of the bicycle facility will have the least relative impact on the total parking supply should be preferred.

Street environment
Implementation of the bicycle facility will provide sidewalks with additional buffering from automobiles and improve the pedestrian environment. Corridors with a significant amount of street-view commerce should therefore be preferred.

Satisfaction with Session

					
Overall, how was your experience	42%	58%			
This was a valuable use of my time and energy.	33%	58%	8%		
It was easy for me to participate in the process.	42%	58%			
The information was clear and understandable.	33%	58%	8%		
I understood what was expected of me as a participant.	67%	25%	8%		
The facilitator kept us engaged and focused.	42%	42%	8%	8%	
All participants were given the opportunity to contribute.	75%	17%	8%		
I believe that my voice mattered in this conversation.	33%	58%	8%		
I understand how my input will be used.	33%	50%	8%		8%
I will likely accept the outcome of this process, regardless of what decision that is made.	25%	25%	42%	8%	

From: John Williams <City.Council@Saskatoon.ca>
Sent: Tuesday, April 23, 2019 10:06 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Tuesday, April 23, 2019 - 10:05
Submitted by anonymous user: 142.165.205.156
Submitted values are:

Date: Tuesday, April 23, 2019
To: His Worship the Mayor and Members of City Council
First Name: John
Last Name: Williams
Email: [REDACTED]
Address: [REDACTED] Wellman Lane
City: Saskatoon
Province: Saskatchewan
Postal Code: [REDACTED]
Name of the organization or agency you are representing (if applicable): Canwest Commercial & Land Corp
Subject: Active Transportation- Bike Lanes & BRT
Meeting (if known): City Council Meeting
Comments: We wish to state our position as a business owner on bike lanes and BRT as they pertain to Third Ave and our properties on Third Ave.
Attachments:

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/303051>

From: Jonathan Naylor <City.Council@Saskatoon.ca>
Sent: Thursday, April 18, 2019 12:46 PM
To: City Council
Subject: Form submission from: Write a Letter to Council
Attachments: clark_cycling.pdf

Submitted on Thursday, April 18, 2019 - 12:45
Submitted by anonymous user: 142.99.246.10
Submitted values are:

Date: Thursday, April 18, 2019
To: His Worship the Mayor and Members of City Council
First Name: Jonathan
Last Name: Naylor
Email: [REDACTED]
Address: [REDACTED] 14th St E
City: Saskatoon
Province: Saskatchewan
Postal Code: [REDACTED]
Name of the organization or agency you are representing (if applicable):
Subject: Bike Lanes
Meeting (if known): Active Transport and Bike Lanes
Comments:
Jonathan and Lonnie Naylor
[REDACTED] 14th St E
Saskatoon, SK
[REDACTED]
Canada
[REDACTED]
V. [REDACTED]

Attn: Charlie Clark
City Hall

18 April 2019

Your Worship:

I write in support of separated bike lanes in the downtown core. This is both an issue of equity and safety. I personally find the present 4th Avenue bike lane to be a rapid and effective means of crossing the downtown core. I would also be okay with a bike lane on 3rd Avenue. Either way, it is important they connect with the Broadway bridge, University bridge and City Park. The bridges because this is how cyclists enter and leave the downtown core (Sid Buckwold is used to a lesser extent). City Park so that we have a cycle network that goes somewhere.

From an equity viewpoint, as many people cycle as take the bus, so I believe cyclists should get a decent share of capital expenditures. Safety because while cycling is healthy, there is a risk of catastrophic injury if bike lanes are not segregated.

Lastly, I am writing this letter as a private individual. The VVCA has not had an opportunity to discuss the issue. From personal experience I know that we have many members who support a bike lane network.

Best wishes for these difficult decisions,

Jonathan Naylor DVM
cc Councilor Cynthia Block

Attachments:
clark_cycling.pdf: https://www.saskatoon.ca/sites/default/files/webform/clark_cycling.pdf

JONATHAN AND LONNIE NAYLOR
[REDACTED] 14TH ST E
SASKATOON, SK
[REDACTED]
CANADA

V. [REDACTED]

Attn: Charlie Clark
City Hall

18 April 2019

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Best wishes for these difficult decisions,

Jonathan Naylor DVM
cc Councilor Cynthia Block

From: Nancy Allan <City.Council@Saskatoon.ca>
Sent: Tuesday, April 23, 2019 10:09 PM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Tuesday, April 23, 2019 - 22:09
Submitted by anonymous user: 207.47.175.152
Submitted values are:

Date: Tuesday, April 23, 2019
To: His Worship the Mayor and Members of City Council
First Name: Nancy
Last Name: Allan
Email: [REDACTED]
Address: [REDACTED] Main Street
City: Saskatoon
Province: Saskatchewan
Postal Code: [REDACTED]
Name of the organization or agency you are representing (if applicable):
Subject: I support the establishment of a permanent bike lane
Meeting (if known): Council Meeting
Comments:

Dear Mayor Clark and Members of Council,
Of the three options for bike lanes to be presented to you, I support Option One. To be able to connect to Third Avenue directly from the Traffic Bridge would be an advantage for many cyclists.
No matter which option is chosen, any policy that supports people who choose to cycle and leads to less use of cars can only be good for the environment and reduce traffic congestion and competition for parking spaces. Everyone would win.
Best wishes.
Attachments:

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/303321>

BUS RAPID TRANSIT ROUTE AND CONFIGURATION FOR DOWNTOWN

ISSUE

As part of its long-term Growth Plan, the City of Saskatoon (City) is working towards implementing a Bus Rapid Transit (BRT) system to improve transportation options in the community and transform the way in which the City delivers public transit. Due to its unique features, the Downtown BRT network requires special consideration as to how it would integrate with both a comprehensive BRT system and a potential Downtown Active Transportation Network. How can a potential Downtown BRT network best achieve those objectives?

BACKGROUND

History

In 2016, Saskatoon City Council approved “The Growth Plan to Half a Million.” The plan charts a course for long-term growth and revitalization that balances and promotes quality of life, sustainability and economic development. Also in 2016, City Council approved the “Active Transportation Plan” as a component of the overall Plan for Growth. The Active Transportation Plan arose from and supports the goals of the Plan for Growth.

A key element of the Plan for Growth and Active Transportation Plan is rethinking the way in which the 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 ensure the safe and efficient movement of people and goods throughout the City.

The Plan for Growth includes a “Transit Plan” that aims to redefine public transit in Saskatoon. The BRT is intended to form the backbone of a more modern transit system and is a catalyst for the corridor growth component of the Plan for Growth.

The proposed transit plan focuses primarily on building a BRT system and identifies changes needed to the current transit system to support high-frequency, direct service along the city’s major corridors. For the system to be successful, Saskatoon needs to reconfigure its transit network around the BRT line, and this means fundamental changes in how the transit system operates.

In November 20, 2017, City Council approved a “preferred configuration and conceptual network” for the BRT system as the basis for further engagement and design.

One component defined in the Preferred Configuration is BRT runningways. Runningways include buses moving in mixed traffic and dedicated bus lanes.

The preferred configuration included dedicated lanes as the recommended runningway configuration for BRT along select short road sections in the Downtown. In June 2018, City Council heard and considered public comments on the proposed BRT configuration. During that meeting, some key stakeholders from the Downtown area

expressed concerns about having dedicated BRT lanes as proposed along 3rd Avenue. Refer to Appendix 1 for more details on public engagement results.

The Active Transportation Plan includes direction to expand and enhance the network, including an action to develop a complete and connected bicycle network for all ages and abilities throughout Saskatoon. This network is an important component of encouraging more walking and cycling by offering practical route options to those who are interested in active transportation. More specifically, the Active Transportation Plan also included an action to develop a Downtown network of All Ages and Abilities bicycle facilities.

Current Status

As approved by City Council, Administration has proceeded with functional planning and detailed design for most components of the BRT system, excluding those that have been identified as issues through stakeholder and public engagement – specifically the portions of the system running through Downtown and Nutana. More thorough analysis and engagement has been undertaken on these segments to develop potential policy options that are addressed later in this report.

Before functional planning and detailed design can be finalized for the complete BRT system, enabling further stages of implementation to proceed, City Council will be required to make decisions on how best to configure these specific BRT routes and configurations to meet the overall objectives of the Plan for Growth Transit Plan.

One such decision focuses on choosing a BRT route through Downtown. The Administration has consulted with stakeholders and has evaluated potential routes and infrastructure configuration options to ensure that the Downtown routing meets the goals and objectives of the Plan for Growth. Options presented also consider the needs of local stakeholders and considers integration with a potential Downtown Active Transportation Network.

OPTIONS

This section provides two potential BRT options for the Downtown, 1st Avenue or 3rd Avenue. Given the previous direction provided by City Council for the development of a comprehensive BRT system, a status quo option—meaning no BRT in the Downtown was considered but deemed infeasible. A status quo transit routing and infrastructure in the Downtown, combined with a BRT system outside of the area, would present insurmountable operational challenges to the transit system. BRT could not function outside of the Downtown without a reconfiguration of routes and function within the Downtown.

As a result of this direction and stakeholder input, there are two viable options for north-south routing for each of the systems – BRT and Downtown Active Transportation (AT) network. The Downtown AT Network options are addressed in detail in a separate report, but are factored into the options evaluation in this report. Before this report describes and evaluates those options, some additional context is required.

For the BRT System, 3rd Avenue and 1st Avenue are considered viable north-south route options with associated trade-offs depending on which is selected. In both scenarios, College Drive and 22nd Street would remain as east-west connectors in the network. The network configuration at the south end of Downtown is dependent on both the Downtown and Nutana routing options. If an east-west connection is required, 19th Street has been identified with mixed traffic.

The technical analysis for both BRT and the Downtown AT Network independently arrived at a technical preference for 3rd Avenue as the north-south route through Downtown. However, the available right-of-way and safety constraints do not permit both BRT and AT routes to be located on the same street.

Since route choice for one system affects viable alternatives for the other system, the Administration has evaluated the north-south connection options for the BRT in consideration of the potential AT network options. All options evaluated in this report are considered viable and will enable successful BRT, subject to appropriate, supportive implementation steps. Each option has some associated trade-offs.

Option 1 - 1st Avenue BRT

This option proposes to implement a BRT route and infrastructure along 1st Avenue. It would run in dedicated transit lanes constructed in the centre of 1st Avenue with two centre median BRT stations. One station is proposed to be constructed at the intersection of 1st Avenue and 21st Street and the other at the intersection of 1st Avenue and 23rd Street. Of the 961 people who participated in an engagement event, 166 preferred this option. Refer to Appendix 2 for an illustration of this option.

The estimated capital financial implications for this option are \$3.6 million. The costs are primarily related to the construction of BRT stations along this portion of the route. The City's financial contributions to the project could be offset by potential federal and provincial infrastructure funding opportunities, see the Section on "Additional Implications/Consideration below for more information.

There are some negative social implications with this option as a preliminary Crime Prevention Through Environmental Design (CPTED) review found this option would have less natural surveillance in the early stages, compared to the 3rd Avenue option. This option would require the greatest degree of land use and public realm intervention in order to establish a transit-supportive environment around the station at 1st Avenue and 23rd Street, and along the corridor in general.

Advantages:

- Good system reliability in terms of on-time performance, from day one and in the long-term.
- Provides good geographic coverage and residents / jobs catchment generally, but reduces coverage of east and southeast portions of Downtown.
- Supports investment in corridor growth.
- Opportunity for an update of the public realm / streetscaping.

- Provides best support for potential arena/convention centre locations.
- Preserves both potential options for Downtown north-south AT corridors – 3rd Avenue and 4th Avenue.
- No expected net gain or loss to on-street parking.

Disadvantages:

- Current land use and development pattern along 1st Avenue is less transit-supportive, particularly north of 22nd Street.
- Ridership target may be more difficult to achieve in the short- to medium-term due to northern station's lack of proximity to employment and activity areas.
- Achieving transit-supportive land use and built form will require significant interventions for redevelopment adjacent to the BRT line – both from the City and private landowners.
- Current land use provides less natural surveillance than the 3rd Avenue option.
- Requires change to roadway infrastructure.
- Significant construction impacts on area stakeholders.

Option 2 - 3rd Avenue BRT

This option proposes to implement a BRT route and infrastructure along 3rd Avenue. It would run in dedicated transit lanes constructed in the centre of 3rd Avenue with two centre median BRT stations. One station is proposed to be constructed at the intersection of 3rd Avenue and 20th Street and the other at the intersection of 3rd Avenue and 23rd Street. Of the 961 people who participated in an engagement event, 138 preferred this option. Refer to Appendix 2 for an illustration of this option.

According to previous analysis, BRT routing on 3rd Avenue provides the BRT system with the best mix of Downtown coverage in terms of both geographic distribution and walkshed catchment of residents and jobs. A long-term build-out analysis of the Downtown showed that this could remain the case as the city grows to 500,000.

The estimated capital financial implications for this option are \$4.3 million. The costs are primarily related to the construction of BRT stations along this portion of the route. The City's financial contributions to the project could be offset by potential federal and provincial infrastructure funding opportunities, see the Section on "Additional Implications/Consideration below for more information.

Preliminary CPTED review found this option had better natural surveillance which can contribute in the early stages to ensure the safety and security of users.

Advantages:

- Good system reliability in terms of on-time performance, from day one and in the long-term.
- Provides best coverage and marginally better residents/jobs catchment from day one and in the long-term – to the 500,000 growth scenario.

- Supports investment in corridor growth.
- Current land use and built form is more transit-supportive than the 1st Avenue option. 3rd Avenue's pedestrian-oriented development pattern supports transit.
- Opportunity for an update of the public realm / streetscaping.
- Addition of 22 on-street parking stalls on 3rd Avenue, primarily through the removal of some existing transit stops.

Disadvantages:

- Requires change to relatively recently constructed roadway infrastructure, trees, medians, etc. (though key segments are preserved).
- Significant construction impacts on area stakeholders.
- Located further from potential arena/convention centre locations (though coverage is still provided).
- Eliminates potential for AT network corridor on 3rd Avenue.

RECOMMENDATION

That City Council approve the 1st Avenue option as the north-south Downtown connection for the BRT network.

RATIONALE

From a purely transit perspective, the 3rd Avenue route is the preferred option. However, when considering all modes of transportation together with all advantages and disadvantages, a 1st Avenue BRT north-south route connection is the Administration's recommended option. Selection of this option achieves an appropriate balance of transit system function and city-building benefits, and preserves both 3rd Avenue and 4th Avenue as unencumbered potential AT corridors.

While 1st Avenue will require land use and public realm intervention to help it to become more transit supportive, there is significant growth opportunity within close proximity of this corridor as well as potential locations for a future arena/convention centre.

ADDITIONAL IMPLICATIONS/CONSIDERATIONS

During the June 20, 2018 meeting of the Governance and Priorities Committee, Administration was requested to provide further details about the projected locations for development within Downtown and the implications for the transit system. Projections of scenarios for potential development, population density and employment density were conducted to a citywide population of 500,000. Detailed results and assumptions are available in Appendix 3.

The long-term development potential within the walksheds of a 1st Avenue or a 3rd Avenue BRT route are summarized below:

BUS RAPID TRANSIT ROUTE AND CONFIGURATION FOR DOWNTOWN

		3 rd Avenue	1 st Avenue
Population:	400 metre walkshed	13,242	11,681
	600 metre walkshed	15,000	14,652
Jobs:	400 metre walkshed	27,549	20,937
	600 metre walkshed	30,558	28,931

Both options provide similar coverage of jobs and residents overall, within a 600 metre (7-10 minute) walkshed of anticipated station locations. However, 3rd Avenue provides better coverage of jobs and residents within a 400 metre (5 minute) walkshed.

It should be noted that a Downtown arena and convention centre was not factored into the walkshed analysis above. Since the most likely potential locations for these facilities are west of 1st Avenue, the 1st Avenue BRT scenario is expected to provide better access. However, both options provide good coverage for potential arena/convention centre locations.

Predicting long-term growth and development for the Downtown is highly uncertain. The above analysis represents one possible scenario of many. There will be significant variability in terms of how the build-out of Downtown will occur.

To offset the costs associated with constructing and implementing the BRT in Saskatoon, the City is working with federal and provincial governments on potential funding for various infrastructure projects. The BRT is an excellent candidate project for federal and provincial funding under the Investing in Canada Infrastructure Plan (ICIP). If successful under the ICIP, the City would be required to cover approximately 27% of the total eligible costs, while the balance would be covered by the governments of Canada and Saskatchewan.

From a horizontal policy perspective, the City's Official Community Plan Bylaw No. 8769 includes a "Planned Growth Map" that identifies 3rd Avenue as a "Rapid Transit Corridor". However, if City Council adopts Option 1: 1st Avenue BRT or any other routing for BRT through Downtown that does not align with this map, the Administration would need to undertake consequential amendments to the Official Community Plan.

COMMUNICATION ACTIVITIES

Following City Council's decision on this and associated BRT reports, the Administration will update the project web page and Engage page with information about the finalized BRT route, including supporting materials, as well as issue a Media Release on the decision. A "BRT Update" communique will be shared with project stakeholders through established channels, including the Plan for Growth and BRT eNewsletters, and social media.

As detailed design and construction planning proceeds, the project team will work with key stakeholders to address specific design and implementation matters throughout BRT implementation.

PUBLIC NOTICE

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

APPENDICES

1. Engagement Summary
2. Bus Rapid Transit Downtown Option Summary
3. Modelling Growth to 500,000 in Downtown Saskatoon

REPORT APPROVAL

Written by: Chris Schulz, Special Projects Manager, Planning and Development
Rob Dudiak, Special Projects Manager, Major Projects and Preservation

Approved by: Lynne Lacroix, General Manager, Community Services
Angela Gardiner, General Manager, Transportation and Construction

SP/2019/PL/City Council – Bus Rapid Transit Route and Configuration for Downtown/ac

BUS RAPID TRANSIT ROUTING

ENGAGEMENT SUMMARY

Background

Engagement History – 2017 Through Spring 2018

A variety of public and targeted engagements were held in 2017 through spring 2018 to provide information and generate public awareness on a potential future Bus Rapid Transit (BRT) system in Saskatoon, and to collect public and stakeholder input on elements of the BRT plans, such as routing preferences. These engagements included public surveys, information sessions, workshops, and informal conversations.

Input from these in-person and online engagements reflected a general acceptance and support of rapid transit. However, questions and concerns were raised regarding various elements of the proposed BRT system. Key themes heard from the engagements included:

- In general, improvements to the current transit system in Saskatoon would be welcomed, both by the public and by various stakeholders;
- Some mistakenly assumed “rapid” meant the buses would not be following posted speed limits (e.g., school zones on Broadway Avenue);
- Stakeholders suggested site-specific refinements and specific functional improvements, which were provided to HDR Corporation as a functional requirements list to potentially incorporate into the functional plan;
- Several participants expressed interest in the inclusion of a park and ride system;
- Multiple stakeholders on Broadway Avenue and 3rd Avenue (e.g., business and property owners) expressed concern regarding the proposed route selection citing dedicated runningways, traffic flow, parking impacts, business loss, and negative perceptions of transit-related activities;
- Some felt the proposed routes and times would not adequately service the North Industrial area;



- University of Saskatchewan administration, students, and employees were generally favourable of the proposed BRT system, though some were not favourable of moving the station from Place Riel to College Drive;
- Many stated that Saskatoon has always been a “car culture,” and were therefore skeptical that transit ridership would ever appreciably increase; and
- Some business and property owners along Broadway Avenue and in the Downtown area also expressed disappointment that the only routes presented at the in-person engagements were Broadway Avenue with dedicated lanes and 3rd Avenue with dedicated lanes.

These engagements helped inform refinements to the BRT plan. Summaries of these engagements were presented at the Special Governance and Priorities Committee Meeting on June 20, 2018.

2017 & Spring 2018 Engagement Events	Participant Count
March 7 Come & Grow Event	400
In-person meetings - various stakeholders (40)	n/a
Online surveys	2,886
February workshops	112
February open house	51
Living Green Expo kiosk (3 days)	n/a
University of Saskatchewan open house	64
Broadway businesses information session	64
3rd Avenue businesses information session	42
Other come and go information sessions	43



Summary of Fall/Winter 2018 Engagements

The Special Governance and Priorities Committee directed Administration to conduct additional public engagements, with a focus on further gauging public opinion on BRT routing through the Nutana and Downtown areas.



Participants had an opportunity to learn about the various route options for Downtown (1st Avenue or 3rd Avenue) and the Nutana area (dedicated lanes on Broadway Avenue, mixed traffic on Broadway Avenue, or 8th Street to Sid Buckwold Bridge). Participants were also able to indicate if they had a preference for any of these options.

Comparison of Downtown Options		
	1st Avenue	3rd Avenue
Existing Trees and Medians	No change to existing trees. Medians added at transit stations at 1st Ave. and 21st St. and at 1st Ave. and 23rd Street	-7 trees. Median shortened between 20th St. and 22nd St. Median extended between 20th St. and 22nd St.
Parking	No change to number of parking spaces along 1st Ave.	+22 spaces
Public Space	Opportunity to improve public space on 1st Ave. between 20th St. and 25th St. (including potential increased pedestrian spaces, street furniture, etc.)	Opportunity to improve public space on 3rd Ave. between 22nd St. and 25th St. Limited opportunity to improve public space between 19th St. and 22nd St. (including potential increased pedestrian spaces, street furniture, etc.)
Vehicle Traffic Impacts	Travel time increases by about one minute during afternoon rush hour between 20th St. and 25th St.	Travel time increases by about one minute during afternoon rush hour between 19th St. and 25th St.
Walking Coverage	Reduced coverage east of 4th Ave. between 19th St. and 23rd St.	Coverage of entire Downtown.
Rider Experience	Most reliable arrival and departure times, transit riders will have an improved station space on the median.	Most reliable arrival and departure times, transit riders will have an improved station space on the median.
# of Bus Routes	3 (existing # of routes 5)	5 (existing # of routes 15)
Impact on All Ages and Abilities Cycling Network	If BRT is located on 1st Avenue, the recommended AAA cycling route is 3rd Ave.	If BRT is located on 3rd Avenue, the recommended AAA cycling route is 4th Ave.
YOUR PREFERRED ROUTE:		

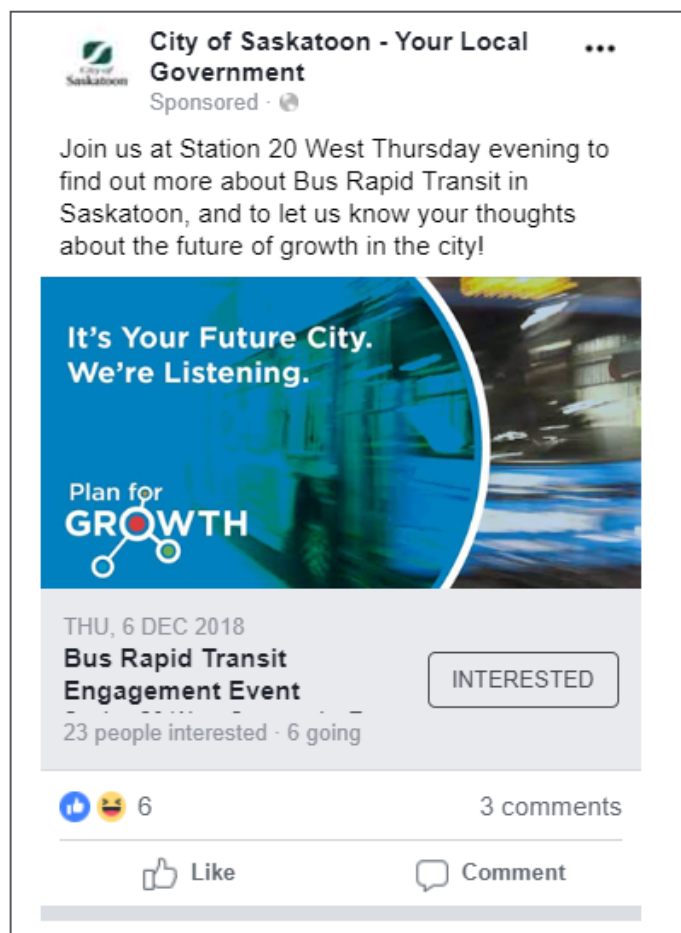
Comparison of Nutana Options			
	Dedicated Lanes	Mixed Traffic Lanes	8th Street Option
Existing Trees and Medians	-10 trees. No change to medians between 12th St. and 19th St. Medians removed/added between 12th St. and 8th St.	No change to existing trees or medians	No change to existing trees or medians
Parking	-14 spaces	+19 spaces	+19 spaces
Public Space	Some opportunity to improve public space on Broadway Avenue (including potential increased pedestrian spaces, street furniture, etc.)	Limited opportunity to improve public space on Broadway Avenue at the station location.	No opportunity to improve public space on Broadway Avenue. Limited opportunity on 8th Street at the station location.
Vehicle Traffic Impacts	Travel time decreases by about half a minute during afternoon rush hour on Broadway Avenue.	Travel times on Broadway Avenue unchanged.	Travel times on Broadway Avenue and 8th Street unchanged.
Walking Coverage	Covers all of Broadway Avenue from 12th Street to 8th Street.	Covers all of Broadway Avenue from 12th Street to 8th Street.	Reduced Coverage of Broadway between 12th Street and 11th Street.
Rider Experience	Most reliable arrival and departure times, transit riders will have a separate space to wait, transfer between routes will be easier.	Improved station spaces, transit riders will have a separate space from existing sidewalk where they can wait.	Unchanged on Broadway.
# of Bus Routes on Broadway	4 (existing # of routes 5)	4 (existing # of routes 5)	2 (existing # of routes 5)
YOUR PREFERRED ROUTE:			

Promotion of Events

Engagement events were promoted through various means, including direct mailouts and flyers to targeted businesses and residences along or near the proposed routes through downtown and Nutana, email newsletters, on the City website's Engage pages, free event listings, advertising, targeted posters (e.g., on buses), and through social media.

Sample advertisement (in Saskatoon Express)

Sample Facebook Ad



Flyer and Invitation Distribution

Area	Direct Mail	Flyer Distribution	Total
Downtown	1,051	3,233	4,284
Nutana/Broadway BID/Buena Vista	1,085	7,697	8,782
Varsity View	658	2,680	3,338
Total	2,794	13,610	16,404

There were also 42,682 impressions of BRT engagement event promotions on social media (referring to the number of times this promotional content was displayed on a person's screen on Facebook, Twitter, etc.).

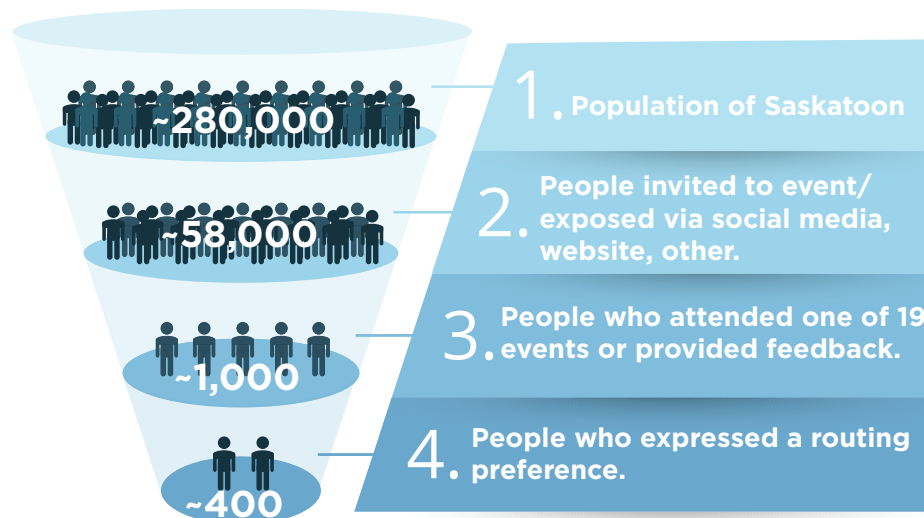
Feedback and Route Preferences

In total, 961 people participated in the BRT engagement events held fall/winter 2018, with 31.6% of participants indicating a preference for one of the downtown route options and 41.2% of participants indicating a preference for one of the Nutana area options. Several participants expressed an appreciation for the opportunity to learn about the various options for routing and each of their projected impacts, as well as the opportunity to provide input on concerns, considerations and preferences.

The table below provides a breakdown of the indicated preferences at the various events:

PREFERENCES GIVEN

EVENTS	Total Attendees	Downtown Options		Nutana Options		
		1st Ave	3rd Ave	Broadway Dedicated	Broadway Mixed	8th Street
Transit operators	55	13	5	15	2	5
Downtown	73	20	13	14	6	14
Nutana	216	64	32	36	31	95
Midtown Plaza	124	10	12	7	10	5
U of S - Place Riel	93	4	22	27	4	2
1st Avenue	6	0	0	0	0	0
Lawson Heights	41	5	2	4	1	5
Centre Mall	52	3	12	9	4	5
Stonebridge	10	1	0	1	0	0
Varsity View	25	10	4	1	1	14
Market Mall	113	8	5	7	10	4
23rd Street Terminal	65	19	19	16	6	10
3rd Avenue	17	4	1	1	1	2
Alice Turner Library	10	1	1	3	0	0
Broadway Avenue	8	1	0	0	1	2
Station 20 West	11	2	3	2	3	1
Confederation Mall	42	1	7	0	3	6
TOTALS	961	166	138	143	83	170
% of total attendees indicating route preference		17%	14%	15%	9%	18%



Overall, of those who indicated a preference for one of the two Downtown routing options, 55% preferred 1st Avenue and 45% preferred 3rd Avenue. Of those who indicated a preference among the three routing options for the Nutana area, 43% preferred BRT to continue past Broadway Avenue on 8th Street to the Senator Sid Buckwold Bridge, 36% preferred Broadway Avenue with dedicated transit lanes, and 21% preferred Broadway Avenue with mixed traffic.

Of note, these totals were heavily influenced by the results from the event in Nutana, which had 216 attendees. Moreover, a relatively high proportion of attendees at this event provided a preference (44% provided a preference for a Downtown option and 75% provided a preference for a Nutana option). Of the total indications of route preferences received at the engagements listed above, over half (56%) of the indications of preference for the 8th Street option and over one-third (39%) of the indications of preference for the 1st Avenue option were received at the Nutana event.

The feedback from the Downtown engagement event, on the other hand, deviated less from the general results than did the feedback from the Nutana event.

Participant Notes From Fall/Winter 2018 Engagements

All comments provided by participants at the engagement events are provided below.

Transit Operators and staff

- Traffic modelling in Calgary may not work the same in Saskatoon
- Need to change perception that only people who use transit are people that have no alternative
- To change the perception of transit we need to address the social issues that create issues on transit
- Need to respect passengers w/ on-time performance the way transit expects operators to be on time
- System should be based on 15/30/45/hour – world doesn't work that way
- Need a big marketing budget to communicate change

Station 20 West

- Stop with new planning & sort out old
- Hampton Village and Mayfair needing faster service, too
- Why not send the Blue Line down Idylwyld Drive to 22nd Street? Don't divert along 25th Street.
- Instead of meridians, let's get bus shelter
- (1st Ave option) More distance to cover for mobility impaired
- (3rd Ave option) Friendlier, shadier people place on 3rd Ave
- (3rd Ave option) Closer to hospital and people services
- (3rd Ave option) Evening safety?
- (Mixed traffic option) Theatre at night for people w/o cars
- (Mixed traffic option) Pedestrian / user friendly place
- (Mixed traffic option) Not rapid for transit
- (8th Street option) Not pedestrian / user friendly

Downtown terminal

- Transit app is not good. Inaccurate.
- Customer is upset that heat and security at BRT stations would still be 4 years away.
- Don't remove the downtown bus mall – make it one block longer
- Keep transit terminal on 23rd St but add gates
- Change back the #60 to how it used to be
- Keep schedule consistent 7 days a week
- Saturdays and Sundays should be the same schedules as weekdays
- Concerned about panhandling and people hanging around
- City is overspending on capital projects
- The current system is great for Montgomery (#62). Don't change it.
- Motion sensor lighting at stations being considered?

Centre Mall

- Buses (like #84) are often overfull now. Will BRT prevent that as City grows?
- Would like to have stroller friendly buses and designated seats for mothers with kids
- Please have live announcements at stations
- In Germany they would have transit staff ride the buses to get info from riders
- Would love the BRT to go down Broadway
- Pedestrian timers at intersections
- Ensure park and ride facilities are secure as these locations are susceptible to theft
- (Dedicated lanes option) Concerned about left turn in front of a bus going straight... how will this work?
- (Dedicated lanes option) Best long-term option. Others are shorter term.
- (Dedicated lanes option) Concerned about construction impacts and impact to traffic

- A downtown arena is a stupid idea. What are you going to do with all the traffic?
- Just because funding is available doesn't mean you have to spend it. Not fiscally responsible.
- Transit priorities should be to reach more communities effectively, not improved public space.
- I do not like the barely used downtown bike lanes, especially how it pushes out parking. Plus it's confusing for drivers.
- Transit only lanes and bike lanes congest traffic and not enough users for that impact
- 33rd and north-west of the city not well covered by BRT
- The airport and North Industrial need good transit access. (Second person agreed)
- Too many stops on Attridge. This will disrupt traffic where there are only two lanes.
- I would like to see the #8 continue to operate
- Need for stops on both sides of Acadia Drive to access mall entrances
- Make sure new Costco area gets good transit access

Confederation Mall

- Delivery trucks will take traffic lanes
- Has purchasing the old Greyhound bus building been considered for purchase to replace the 23rd St bus mall?
- Subways would make more sense because not dealing with surface traffic
- Now is the time for subways in Saskatoon before the City sprawls out further
- Pedestrian walkovers for downtown BRT stations should be considered.
- Concerned about providing incentive to jaywalk with centre station
- Concerned about the price of fare for seniors. Too expensive.
- Close traffic on 2nd Avenue and make pedestrian (for a couple blocks)
- Should be using Circle Drive to get to destinations faster
- Waiting area at Confed for transit not safe because only one shelter outside (people wait inside and

then race outside for their bus).

- Address security issues that exist now at transit terminals
- Buses will just congest the road further

Midtown Plaza

- Could the dedicated bus lanes also be used as a car pool lane (3+ per vehicle)? Done in parts of Toronto
- (1st Ave option) 1st Ave is too far from most downtown destinations
- (1st Ave option) Shoppers at Midtown can catch BRT on 22nd... no need for 1st Ave
- (1st Ave option) Listen to downtown YXE!
- (1st Ave option) Midtown and DTYXE want BRT on 1st Ave... extremely important!
- (3rd Ave option) This is huge – people walk carrying things/kids, don't unreasonably listen to Downtown YXE!
- (3rd Ave option) Pedestrian friendly and residential is best choice for users
- (3rd Ave option) 3rd Ave = rapid transit / 1st Ave = status quo
- (3rd Ave option) 3rd Ave connects to office towers and density (potential new users)
- (3rd Ave option) BRT on 3rd and Broadway where so that we can get to shops, restaurants
- (3rd Ave option) Parking gain is good!
- (3rd Ave option) Air quality for residents needs to be compensated with increase in greenery, etc
- (Dedicated lanes option) Best to get around town for riders

Lawson Heights Mall

- Elders deserve good access to transit... need to be looked after
- Enclosed heat (winter) and fans (summer) for stations
- Concerned with people camping in heated stations
- BRT "live" arrival times in all stations

- Seating in stations
- Ridership support who?
- Dedicated parking for commuters (park and ride stations) at the end of lines
- Keep the local lines on Broadway Ave south of 8th St
- Make public transit more affordable – it's a service not a business
- Move arena downtown
- New downtown arena
- There should be a plebiscite on a new arena
- Offer cheaper monthly pass options
- Love centre lane stations (dedicated lanes)
- Dumbest idea out of City Hall in a decade
- 1st Ave is a vehicle thoroughfare. With losing a lane on Idylwyld, makes more sense to have the buses on 3rd Ave
- Concern for pedestrians who jaywalk. Loss of median means no refuge for people
- Elders deserve good access to transit. Need to be looked after.
- Keep integrity of area with frontages and trees (re: dedicated lanes)
- Need right lane for traffic and property access (re: dedicated lanes)
- JB Black is a good standard. Especially front setback.

Market Mall

- Heated seating in shelters!
- Parking levy on tac – instead of area specific
- The ramps on buses seize up in very cold temperatures
- Drivers shouldn't have to be asked to lower the ramp for seniors

- (College Drive) Place Riel should be a terminal location due to waiting space, heat and safety. Service the customer, not the buses.
- (College Drive) Need to provide sidewalk access to the Fieldhouse
- (College Drive) Modify red line to turn into the Fieldhouse front entrance... can wait inside
- (Dedicated lanes option) I am concerned about the effect this change will have on Broadway businesses. The recent construction on Broadway took 4 times longer than planned and caused major problems for businesses. How long with this take? I like it though.
- (Dedicated lanes option) Parking is lost on Broadway with parking lot restaurants
- (Mixed traffic option) Transit across from high school not ideal – Main / 10th would affect less parking and get closer to where people want to go... shorter walking
- Want transit service back on McEowan for seniors and riders
- Ave T stop – one bus shelter on T south; need one on T north
- Would love to see a rail system like Calgary
- Need more shelters and seats at Confed mall
- Security and vandalism also a concern – security guards at mall terminals
- Talk button direct to transit
- 20th St & Ave M light system should be used on BRT. Need to have a system in place to ensure riders can navigate the system.
- I would rather the current arena be retro-fitted.
- Why not get U of S students to do some planning instead of paying so much for consultants?
- Need space on bus for things like groceries/bags
- You're spending too much money!
- (Centre stations on dedicated lanes) Concern that jaywalkers will cause traffic accidents

Varsity View

- (College Drive) Could you make the two north-most lanes the dedicated transit lanes with a sidewalk station? Easier for student riders and less impact of pedestrians on traffic.

- (College Drive) Don't punish students even more. University is a primary payer – cater to them!
- (College Drive) You will constantly have people pushing the walk light to cross from the centre to get off the bus stop
- (College Drive) It will be a constant interruption to traffic on College
- (College Drive) I don't think it is a good idea for 1,000s of students to cross a major road
- (College Drive) Keep terminal on campus for safety
- (College Drive) Concern that there would be too many students getting off on College
- (College Drive) Can there be a combined station for both Fieldhouse and arena?
- For the amount of money so far wasted, we could have had a referendum
- What are the population estimates around the walksheds?
- (Mixed traffic option) could start with this and transition to dedicated in future
 - o Good suggestion – real test of plan
- (Mixed traffic option) Station between Main and 10th would be more central – better support for both 8th and 12th
- (8th Street option) Do not use Broadway for BRT. There is not enough room and I do not want the character changed
- How come no one got notice of these meetings until late 2018!
- Is this a foregone conclusion? How TRUMPIAN!
- Instead of Red Line going east, it should come down & go to Stonebridge. The whole stretch of 8th St should be serviced by 1 BRT line.
- Why hire an expert from Toronto who cares for nothing except filling his pockets and emptying mine
- North Industrial not well serviced by the BRT

Nutana

- Where there is bike lanes get rid of the parking of cars
- (3rd Ave option) Midtown??

- (1st Ave option) I support BRT on 1st to get bike lanes on 3rd
 - Linking Victoria Ave to 3rd for cyclists makes good sense
- (1st Ave option) 1st Ave is closer to the heart of downtown & all points west. Best location for bus hub b/c of this
- (1st Ave option) First is best!
- (1st Ave option) What downtown residents does this serve!?
- (1st Ave option) Keep all the trees!
- Broadway residents bike and walk downtown
- (8th Street option) I am a senior who is strongly against any Broadway option. It will destroy that street and the community
- (Dedicated lanes option) BRT must have dedicated lanes!
- (Dedicated lanes option) Add a stop @ 5 Corners
- (Dedicated lanes option) Broadway needs (!) the dedicated bus lanes in support business, pedestrians
- How will people know that we have high frequency service? Need signage and way of finding
- Will BRT stations lead to loitering, safety issues on Broadway?
- More buses = more people = a better, more vibrant Broadway
- Buses need to be where business is
- (Dedicated lanes option) Go big or go home! Keep it on Broadway as planned!
- (Mixed traffic option) If BRT goes on Broadway please leave the trees in place and don't make bikes share the only traffic lanes with cars. BRT on Broadway could be great but not at the expense of both the urban canopy and cyclists. The mixed traffic option is the better of the two on Broadway.
- Please extend operating hours to after bar close, at least on Friday and Saturday
- If you choose 8th, Broadway will suffer
- (8th Street option) Save Broadway! Please use this option.
- (8th Street option) This option please.

- Don't reduce the number of stops on local service
- A bus on Broadway will help businesses
- Less parking encourages more walking! Healthy community and healthier planet!
- How many buses in a given time period on Broadway. As city grows, how many more buses will we see on Broadway?
- BRT on Broadway will destroy the commercial community, the walkability, the sense of community between the residential and commercial areas
- 8th Street is residential, please put BRT in a commercial area (Broadway)
- Residents of 8th St off freeway already contend with too much traffic!
- Do NOT destroy Broadway
- What happens when Broadway is blocked off for events?
 - When Broadway is blocked, traffic is sent down residential streets. We don't want redirected traffic.
- Won't shop/eat on Broadway if no BRT
- Please keep BRT off Broadway
- No half measures. Buses don't wreck character or businesses
- Dedicated lanes are the only way for it to be rapid!
- Broadway option provides better access to BRT for more of Nutana
- Service between 12th St and Broadway to 8th St with more stops. Seniors with groceries could not walk too far
- (Mixed traffic option) Better for seniors to access!
- (Mixed traffic option) More accessible!
- Seniors / transit riders don't have service between Main Street and 11th Street on Dufferin Ave, Melrose or Victoria Ave
- Need next bus info at stations
 - especially for people who are unfamiliar with the system

- Consider new options for payment – not everyone has exact change
- Post schedule info at stops – good for new riders and visitors
- Do a lot of consultation with Nutana for future network re-configuration
- Show the 1920 train route (on city map being displayed)
- Public transit direct connection to the airport
- Idylwyld BRT to airport
- (8th Street option) This is more inclusive. Best option Sid Buck
- Sid Buckwold Bridge provides better coverage for people west of Broadway
- 8th for BRT makes sense – transfer at Preston and transfer at 8th for Broadway
- Freeway bridge makes most sense = leave Broadway alone
- Concerned about the costs of the BRT. Tired of tax increases.
- Concerned about the fare going up.
- Sutherland BRT? Need this.
- Current cost / fare structure means it's not economical to use transit
- Need a direct transit connection from Broadway to University
- Students can use these buses
- Want a direct route from Broadway to the U of S
- Please! Electric buses only
- All transit riders are pedestrians!
- The bus BRT will kill business on Broadway
 - oNot
 - o Transit does not kill business – it enhances it. Transit riders are customers.
- aesthetic appeal of station renderings is lacking

- Supportive of queue jumps for buses
- A bit premature. BRT needed first to Warman etc. P4G
- Broadway Ave is a school zone
- BRT will support Broadway businesses
- (Dedicated lanes option) lights do not favour pedestrian crossing west-east across the street
- Shelters may have graffiti / garbage
 - o I've seen vandalism broken glass
- Real time electronic schedules at transit stations
- Raise my taxes if necessary but only electric buses
 - o Yes electric!
- (Mixed traffic option) Artist rendering: not pedestrian friendly looking
- (Mixed traffic option) Artist rendering: This terminal is blocking street view of these businesses
 - o Only when the bus stops!
- Not on Broadway – school zone; heritage site; upscale shops (they will leave)
 - o No we won't leave!
- Why not consider Idylwyld (West and North) for BRT? Development potential.
- Broadway is the only good option. A transit system needs to take people from where they are to where they want to go
- The transit terminal on 23rd killed all the businesses there and is a hangout for problem people (drugs, gangs, etc)
- (Dedicated lanes option) No street parking? Bad for retail!
- We need retail services to support the neighbourhood
- Should have electric notices on wait time for next bus
- This will hurt businesses on Broadway and change the character in a significant negative way

- Design: make it cool, above the fray – build up above roadway
- Tour the city monorail above ground, above cars and pedestrians
- (Corridor planning) This is not going to happen if BRT is on Broadway. It will become a throughway from downtown to the suburbs, ignoring neighbourhoods and local businesses
- Concern with increase in buses over time as city grows. Worried it will be more than 30/hr
- (Engagement) Too easy a format. Town hall setup not in City Hall out at community centres
- (Dedicated lanes) When I bus home and my transfer is downtown or my stop is on Broadway, I usually go shopping before walking home. When my stop is on a residential street, I don't
- (Dedicated lanes) New merchants are building – are they going to succeed
- (Dedicated lanes) Reducing parking improves human scale and comfort!
- (Dedicated lanes) Pressure on cyclists on Broadway will be horrendous with BRT
- (Dedicated lanes) Concerned about safety if on Broadway
- (Dedicated lanes) Broadway is a walking street. \$ spent on revitalization wasted
- (Dedicated lanes) We need to keep all the trees we can! Emerald Ash Borer & Cottony Ash Psyllid are going to kill / have killed enough trees. The trees on Broadway are a huge part of what makes it a beautiful street.
- (Dedicated lanes) Cyclists coming up Broadway Bridge forced to converge with 2 -> 1 lanes of vehicle traffic – dangerous
- (Dedicated lanes) How do cyclists manage with 1 lane?
- (Dedicated lanes) All bike traffic would have to go down the side streets
- (Dedicated lanes) Bottleneck at bridge
- (Dedicated lanes) This is a public elementary school – will a transit station on Broadway move the same crowd as downtown?
- (Dedicated lanes) What happens when Broadway is closed (Fringe, etc)?
- (Dedicated lanes) We paid for infrastructure development 2 years ago that affected retail operations for a full summer. Now we'll face the same thing again taking up Broadway for dedicated lanes. Not good for businesses, period!!

- (Dedicated lanes) If we don't do this plan, Broadway will lose out. No half measures!
- (Dedicated lanes) Accessibility important – Barrier free design important – wider sidewalks
- (Dedicated lanes) Love the idea of a dedicated bus lane generally. But on Broadway, putting cars and bikes in the same lane is an even bigger risk to cyclists than the current 2-lane setup. I am currently confident riding in traffic on Broadway b/c I know the cars can change lanes and go around me. Lots of other cyclists I know are not as confident even now so there is no way they'd consider riding on Broadway if there's only 1 lane for us all.
- (Dedicated lanes) Relax. It's just a bus.
- (Dedicated lanes) People aspire to "village life." Broadway has that. BRT will cut this in half. (See Seattle)
- (Dedicated lanes) Don't want dedicated bus lane – more buses = more dirt/dust for outdoor patios on Broadway. Also Broadway 360 promotes walking, which will be tougher with extra bus fumes for some.
- (Dedicated lanes) The BRT on Broadway would divide Saskatoon and community – bad idea
- (Dedicated lanes) As a cyclist, worried about biking in same lane w/ people driving and trying to parallel park, and impatient drivers
- (Dedicated lanes) Don't destroy Broadway this way
- (Dedicated lanes) Buses don't wreck "character"
- (Dedicated lanes) Angular parking on Broadway. This way you gain parking.
- (Dedicated lanes) Need to build density so there can be structured parking
- (Dedicated lanes) Loss of parking hurts residents
- (Dedicated lanes) This aligns with Broadway 360.
- (Dedicated lanes) Need underground parking
- (Dedicated lanes) Street parking is necessary for business success at the moment
- (Dedicated lanes) Would increase traffic flow over time (more riders = fewer cars)
- (Dedicated lanes) Very dangerous option for cyclists
- (Dedicated lanes) Not a fan. Bad for cyclists.
- (Dedicated lanes) This is by far the worst option!

- (Dedicated lanes) Concern with kids and teens being hit by bus with increased traffic
- (Dedicated lanes) Lots of jaywalking!
- (Dedicated lanes) The centre bus station does not muck up the street the way the ones on sidewalks would
- (Dedicated lanes) Leave the trees on the median
- (Dedicated lanes) Concerns with safety – jaywalking, safe street crossing
- (Dedicated lanes) Keep the trees!
- (Dedicated lanes) Without the BRT, Broadway may continue to decline. BRT will bring back vibrancy.
- (Dedicated lanes) Fix timing to cross street
- (Dedicated lanes) BRT down Broadway will kill business
- (Dedicated lanes) Oskayak School asked for removal of shelter due to students smoking – will happen again
- (Dedicated lanes) BRT will only hurt business on Broadway
- (Dedicated lanes) Concern with impact to business levels and property value
- (Dedicated lanes) Will bring more people to Broadway businesses in addition to destination shoppers
- (Dedicated lanes) Removing meridians and trees will be detrimental to the character of Broadway
- (Dedicated lanes) Broadway is very unique. Leave it alone. Don't destroy it.
- (Dedicated lanes) Concern with impacts to trees/meridians and cost of lost infrastructure
- (Dedicated lanes) No!
- (Dedicated lanes) Totally disagree with proposals for Broadway and net loss of parking. You will ruin Broadway.
- (Dedicated lanes) One lane of traffic each way at top of Broadway Bridge? Huge bottleneck cyclists?
- (Dedicated lanes) Great for Broadway!
- (Dedicated lanes) How is the Broadway route connecting to higher density?

- (Dedicated lanes) If it ain't broke, don't fix it. It ain't broke.
- (Dedicated lanes) Retail is changing and so is Broadway
- (Dedicated lanes) Need minimum heights for buildings
- (Dedicated lanes) What about all the events on Broadway? We will lose them!
- (Mixed traffic) Many merchants fear that the BRT will deter customers coming to Broadway for the specialty shop experience.
- (Mixed traffic) People come to Broadway for a peaceful heritage experience – something that the BRT will destroy.
- (Mixed traffic) Better than dedicated lanes
- (Mixed traffic) No!
- (Mixed traffic) Terrible idea. No longer BRT and impact on ambience a lot greater.
- (Mixed traffic) Keeping the neighbourhood pedestrian friendly is essential to the health of Broadway. Already hard to cross the street.
- (Mixed traffic) Stop. I want Broadway to be as is. We need to help existing businesses recover from last year's replacing infrastructure. No BRT on Broadway.
- (Mixed traffic) Better buses, more business
- (Mixed traffic) Likely the best option – people can get to Broadway – doesn't change the feel of Broadway – safe transportation for people leaving pubs
- (Mixed traffic) I always take bus uptown or to Broadway, especially if drinking. Otherwise I avoid both. Best option.
- (Mixed traffic) Temporary fix won't work
- (Mixed traffic) Best option.
- (Mixed traffic) Best option.
- (Mixed traffic) Any bus on Broadway or 3rd should be electric so it's more pleasant for pedestrians
- (Mixed traffic) The buses need to run down Broadway
- (Mixed traffic) Lights will not be good for pedestrians going west-east. BRT needs green.

- (Mixed traffic) Electric please
- (Mixed traffic) Stations along the side take up too much space! Centre loading is better.
- (Mixed traffic) Bus stop at 5-Corners would cause a lot of traffic buildup
- (Mixed traffic) Keep 2 lanes of car traffic
- (8th Street option) BRT should focus on commuters, not "building business." Connect me to my destinations
- (8th Street option) Best and least harmful option
- (8th Street option) This option needs another station at McPherson
- (8th Street option) Best option – please keep BRT off Broadway
- (8th Street option) Don't think people will walk down to Broadway from here
- (8th Street option) This option keeps Broadway Ave intact
- (8th Street option) This option also serves Buena Vista and Riversdale areas
- (8th Street option) Am in favour of the Idylwyld option: best traffic flow; maintains the Broadway district's unique business and walkable area
- (8th Street option) By far the best – in fact the only option that makes any sense
- (8th Street option) This won't work. No stops on the freeway
- (8th Street option) Allows BRT to actually be rapid. School zones on Broadway negate the R in BRT
- (8th Street option) Keep buses on busy streets like 8th and Sid Bridge. Good plan here.
- (8th Street option) 8th Street and Eastlake crossing needed for this location
- (8th Street option) This is the quickest option and will sell best. Increase ridership.
- (8th Street option) This route seems very indirect...
- (8th Street option) A station/stop on corner of Lorne/8th St serves Buena Vista
- (8th Street option) Acceptable 2nd choice
- (8th Street option) BRT on Idylwyld to 1st Ave N/S – Bikes on Victoria to 3rd Ave N/S

- (8th Street option) These bus stops should act as a gateway for Broadway. Make them unique and specific to this community
- (8th Street option) Best option by a mile
- (8th Street option) Best option
- (8th Street option) Best option
- (8th Street option) Yes
- Real cities have buses and get by just fine (and have all nature of businesses)
- (1st Ave option) Fewer “mom and pop” shops of 1st Ave = better
- (1st Ave option) Best option! Best destination!
- (1st Ave option) Best option considering access to new towers at River Landing
- (1st Ave option) Do not put a BRT on Broadway – Midtown pays big taxes and wants the route on 1st Ave – SB Bridge + 8th Street only sensible decision
- (1st Ave option) Difficult for elderly, disabled and families to walk from 1st to downtown destinations – easier from 3rd
- (1st Ave option) Best option
- (1st Ave option) Best option
- (1st Ave option) 2 blocks is a long way to walk to midtown for senior citizens – many destined for Midtown
- (1st Ave option) Prefer 1st
- (1st Ave option) 5 blocks is a long way to walk to the river
- (1st Ave option) This is a half measure that will be a missed opportunity
- (1st Ave option) 1st Ave is the best vehicle route. 3rd Ave makes more sense for BRT
- (3rd Ave option) Best option – will increase traffic in all DT areas – will increase business opportunities on 3rd
- (3rd Ave option) 3rd Ave only making a comeback and a BRT there will destroy it again

- (3rd Ave option) Make 4th Ave one way N and 3rd Ave one way S
- (3rd Ave option) Whether 1st or 3rd, DO NOT put BRT on Broadway
- (3rd Ave option) Better for seniors
 - o I'm a senior and I disagree. Broadway would be destroyed as a cultural hub and a "gem" of local businesses
- (3rd Ave option) Bad idea
- (3rd Ave option) Combine this with the Sid Buckwold Bridge option. Best.
- (3rd Ave option) I would prefer 4th Ave
- (3rd Ave option) Consider engaging at seniors' homes to ask about their preference
- How can construction occur outside of summer?
- Bus mall downtown killed nearby businesses
- Compensation given to businesses in other cities (re: construction)
- So we end up losing our boutiques and gaining a bunch of fast food and convenience stores? No good!
- In Seattle (I think), according to the SREDA report, 50% of businesses along BRT route lost 50% of their business
- Less parking spots = more active transportation = less business activity
- Electric buses
- I wish this were true, but it isn't really (re: bus riders being frequent customers)
- Bikes reduce carbon, not cars and parking spots
- Get the buses right first, right now. 2-4 people ride each bus on Broadway. Never full. Broadway is a walking street. 8th St is cars
- What is increased ridership?
- Need service after bars close
- Broadway is double school zone. 30km speed and events forcing rerouting

- Electric buses
- Villages are the best public areas. Broadway is a village. Leave it alone.
 - Broadway is also part of the city at large. Think outside the neighbourhood box!
- Broadway has all the potential BRT would bring already! Leave it alone!

Alice Turner Library

- Would be good if there was a way to communicate to passengers when a bus is an extra bus
- Currently issues getting reliable information from Google maps
- Extra buses on the #45 have people waiting on the bus and then the other #45 (44) goes by while waiting
- Current service has taken away service from Central and moved it to Egbert. It negatively impacted current riders and limited their mobility
- Ensure the transit plan, BRT and local bus service provide good coverage to common destination in a neighbourhood
- Mexico City created an app that allowed them to map transit very quickly. Was on CBC.
- Want better access to neighbourhood amenities and services. Sutherland and Forest Grove. Also Civic Centres.
- The launch is crucial for success – perhaps free ridership (staggered geographically) at launch to promote ridership
- Would like to not have to transfer at campus
- Anyone who doesn't go to campus, the changes have made the commute longer
- Happy because bus terminal in downtown will be removed
- Keep the stations clean. Heating, high frequency & reliability is a big positive
- Get people on the bus once the system is implemented
- Preference to enter U of S for BRT for dropoff due to jay walking concerns
- Concern about crossing at College Drive – people will be jaywalking

Place Riel

- Concern with snow clearing interfering
- How will the College Drive station for U of S be pedestrian safe during peak times?
- Why can't we adopt this model right away without the infrastructure?
- Need to have a good connection airport
- Love the idea of decreasing the dependency on cars
- Why double up on 22nd and not run a line down 33rd?
- Station should be on west side of Confed
- Go talk to high school students, Univ and Polytech students
- Snow needs to be kept clear on all bus stops and sidewalks (for accessibility)
- Planners should ride bus to understand system – different routes / times
- Paving stones a problem for wheelchairs (also sidewalk variation)
- I want to vote on these options and a plebiscite should be offered
- Dedicated lanes concerns:
 - o access for children to schools and cultural schools
 - o safe streets or children and elderly residents
 - o Is there a plan to implement meter parking on side streets to increase parking turnover
 - o is there a guarantee to return market value on property (exclude market forces) or will property tax be reflected accordingly
 - o Is there a plan in place if projected models from or based on other cities doesn't meet expectations
 - o If the move to dedicated lanes goes through, recommend meter on side streets be extended
- Be aware of municipal systems that will fall apart based on the federal government overspending

Downtown

- (8th Street option) Put a Louise Ave stop

- (8th Street option) Future potential for density – marketable
- (8th Street option) This option is not pedestrian or resident friendly. This option is for people with cars.
 - o Also not for people with mobility issues
- (8th Street option) Disappointing option... Transit riders want to go to the same places as drivers! Won't change bus rider stigma
- (8th Street option) Excellent option. Easy coordination of lights. Includes Buena Vista
- (8th Street option) Beneficial for workers
- (8th Street option) Better connection to Wheatland and WDM. If it's an efficient bus service people will use it.
- (8th Street option) Best for Broadway
- (8th Street option) Best option
- (8th Street option) Less expensive option
- (8th Street option) Best option for including Buena Vista, making the city more inclusive
- (Mixed option) Doesn't serve the community. 12 buses are enough we walk and bike
- (Mixed option) Will no longer be a pedestrian or heritage area
- (Mixed option) This isn't an improvement on what exists already and isn't BRT
- (Mixed option) Decision should be made not by emotion, but by intelligent experts. Not politics.
- (Mixed option) Doing this option will lead to dedicated lanes in the future
- (Mixed option) Concerned that because of lights being coordinated people won't be able to cross
- (Mixed option) Only token change
- (Mixed option) Won't increase the # of people accessing Broadway
- (Mixed option) Slower than Sid Buckwold. School zones make it slow. Buses will pollute, shake buildings, make noise
- (Mixed option) Concerned about increased crime / vandalism

- (Mixed option) Beautiful cities have always conserved an area; that is Broadway
- (Dedicated lanes option) BRT makes eminent sense for pedestrian and heritage focused street
- (Dedicated lanes option) There is not enough bus riders to warrant the cost of this option: destroy business, no parking, bus riders don't shop on Broadway
 - o ?!? YET
 - o This is classist and assumes people who use transit aren't shoppers, which is untrue
 - o We must look beyond parking woes of today to see benefit for tomorrow
- (Dedicated lanes option) I am worried about lack of parking which is a problem now
 - o Take a bus
- (Dedicated lanes option) Will hurt business on Broadway – no place to park
 - o Take a bus
- (Dedicated lanes option) Concern about seniors' lack of access to centre stations
- (Dedicated lanes option) Most reliable for riders
- (Dedicated lanes option) BRT on Broadway will maintain strong connection with downtown
- (Dedicated lanes option) Doesn't serve the community. 12 buses are enough. We walk and bike.
- (Dedicated lanes option) No longer be a pedestrian or heritage area
- (Dedicated lanes option) Jaywalking @ high school
- (Dedicated lanes option) I count 10 cars a day parked in the bus stop. Not enough parking.
- (Dedicated lanes option) As a condo owner near 5 Corners, I may lose \$ on my property if transit is not close by
- (Dedicated lanes option) Put transit stops where the rider destination is, not where you know it is not
- (Dedicated lanes option) Do vibrations from buses impact building stability?
- (Dedicated lanes option) Why take out the boulevards and trees?
 - o Put somewhere else

- (Dedicated lanes option) With dedicated transit lanes, when the bus doesn't run at night can cars use the lanes?
- (Dedicated lanes option) Need BRT dedicated lanes for Broadway to avoid bottlenecks and get riders home faster
- (Dedicated lanes option) Best option. Will bring people to Broadway.
- (Dedicated lanes option) Could gain parking by running angle parking west of 9th St
 - o Please don't. Angle parking is terrible for traffic flows.
- (Dedicated lanes option) Broadway dedicated centre lanes is my preferred option
- (3rd Ave option) 3rd Ave more central
- (3rd Ave option) If the analysis points to one route being best, do that
- (3rd Ave option) Respect \$ spent on existing infrastructure
- (3rd Ave option) Concerns are coming from voices of those not taking transit – they are car drivers not thinking about the needs of riders
- (3rd Ave option) Think about impacts of buses on old buildings (vibrations)
- (3rd Ave option) Snow is currently windrowed and stored in middle of road for a min. of 72 hrs past snowfall. A new strategy will be required with an increase in cost of maintenance
- (3rd Ave option) Why remove new boulevards and trees that taxpayers recently paid for when the route could go somewhere else?
- (3rd Ave option) Best option – middle of DT – lots of biz
- (3rd Ave option) Take into account taxpayers (cost) and consumers – don't like either BRT or AAA
- (3rd Ave option) Even coverage of downtown is key
- (3rd Ave option) 3rd Ave makes sense = it's central and has more downtown coverage
- (1st Ave option) 100% better – better destination
- (1st Ave option) Easy to say "they" should so that, but need to walk in others' shoes

o On a cold day, try experiment with business owners walking from Bessborough to 1st and wait for transit. See if acceptable

- Sutherland and Forest Grove lose! Should not favour suburbs over Central Ave and 115th St
- Traffic congestion and Attridge and Central is already very bad for drivers. Perhaps adding a major hub is then going to worsen it.
- Proper education and marketing for BRT
- Evening / weekend service needed – people work all day and all night and buses don't reflect that
- Green/red line across University Bridge could be rough – already congested
- Why double red/green down 22nd instead of coverage to 33rd?
 - o Agreed
- Can this be converted to a tram system at a later date?
- Isolation of west-side residents a safety, affordability and inclusion concern
 - o Agree
 - o Agree
- Would it make sense to have BRT to the airport?
 - o Agree
 - o Agree
 - o Agree
- Midtown plaza – people prefer #19 every 10-15 minutes, not every 30 minutes
- Connections to BRT have to be good with not too far to walk or people won't use the bus any more than today
- Route 5 needs to stop on 24th & 6th Ave – too long a walk for people with disabilities
- Allow 3 hours of transfer time – It gets expensive
- I vote for the BRT on Broadway – that's where all the people and shops are
- How are we going to change the culture around public transit in Saskatoon? The success of this requires ridership

- How do we afford transit pass is other transportation needed for timely, reasonable use on evenings / weekends... 1 hour or more after movie not reasonable
- Lot of potential for development at Lorne Ave in the future... has that mainstreet village feel
- Include increased summer and winter road maintenance costs in life cycle of project – new operational strategies and equipment will be required
- Long lights and speed of traffic means difficult to cross 8th St and get on/off
- Connections into Fieldhouse important for seniors
- BRT has to connect well to local services
- 8th St curb lane from Broadway to Moss should be right turn only except buses in both directions to reduce congestion and improve buses
- I can't run too fast. Try to catch other bus because of disabled walker.
- "Park and ride" is important to success of BRT
- Do I have to pay twice? Consider a day pass in lieu of 1-way fare
- Planners should ride the bus to understand the experience – what riders and drivers need
 - o Agree
 - o Agree
 - o Agree
- Consider heated bus shelters that require a ticket to enter
 - o Warming shelter for all in need! More inclusive communities needed
- Free bus! (like U of S)
- Bike packing (at stops)
- 5 min wait

Emails to BRT Engagement Team

1. (January 21, 2018)

I really appreciate the City of Saskatoon being so pro-active about public transport. I am not currently living in Saskatoon, so it is hard for me to be active at meetings etc. I would just like to give my 2 cents about the future of public transport in Saskatoon. This is a huge deal as the population grows. To be able to get around without a car is something that would be my goal if/when I move back to Saskatoon. I would prefer to bike anywhere 20 minutes or less and take public transport for anything over 20 minutes. I currently live in Berlin Germany, and this is how I do it here. Obviously Europe has been perfecting there transportation systems for decades, so it is very efficient. But like I said, the fact that Saskatoon is doing so much research and planning is awesome. 5 years ago I lived in Willow Grove and tried to use the bus to get downtown. It really was a nightmare. It took me about 90 minutes. I am excited to see the new plans and am encouraged to see ridership up 8.5% in 2018.

Keep up the good work and lets make Saskatoon the best public transportation city in Canada!!!!!!!

2. (December 18, 2018)

I want the route to be 1st ave -Idylwyld. Please do not destroy our iconic Broadway. The BRT will not bring additional business to Broadway but will increase loitering and all the other negatives experienced on 23st. Remember the hype on 23rd st and then the disappearance of businesses and buildings. Broadway is the highest tax base in Saskatoon why would you want to lose that? History says you will.

A further comment. I just negotiated 4 renewal leases in the last 3 months all were for less money and all cited the BRT on Broadway the negative impact is already effecting our businesses.

3. (December 24, 2018)

The past few times that I'm in shelter waiting for the No. 6, I've been thinking about what could realistically enhance the experience. My thought is a rubber standing surface instead of the typical concrete slab. A rubber surface is softer to stand on, but more importantly—it's warmer to stand on than concrete. I'm not sure about your office, but not many ppl over here wear Sorrels to work in the winter and instead opt for a shoe of some type. At any temp below 0, and especially around the -15 and colder a shoe has next to no insulation and the cold of the concrete sucks the heat out of your feet making you feel cold.

I know it's not overly practical to replace existing shelters, and topping existing concrete slabs with rubber could create ADA issues. However, from a new shelter perspective, designing for a rubber standing surface would be easy.

I would anticipate Shercom Industries (or whoever) could fabricate a rubber standing product that would be suitable for a shelter floor application.

4. (December 19, 2018)

It would be a horrible mistake to have buses blasting down either 3rd Avenue or Broadway Avenue. I believe that doing this will decimate the businesses there.

5. (December 18, 2018)

No BRT on Broadway

6. (December 12, 2018)

My preference is for the route to be made over the Idylwld bridge. It allows for service along the full length of 8th Street. Additionally, with two school zones along the stretch of the proposed Broadway route I'm wondering how rapid the movement of passengers will actually be and how safe the street will be for school children.

As a business owner I know the impact the infrastructure work a few years ago had on my Broadway business. I feel the work to install the transit route would be detrimental if not fatal to many businesses on Broadway.

7. (December 12, 2018)

Dear Mayor and City Councillors,

The BRT must be a community effort. When community members are against a project it has little hope of being well received or of its success.

The residents of Nutana are largely against the BRT going down Broadway. Most store front merchants are against the BRT going down Broadway. Those who expressed a view from Varsity View are largely against the BRT on Broadway. Downtown Open House showed that people favoured Sid Buckwold Bridge not Broadway. The Heritage Society which represents many Saskatonians stands against BRT down Broadway. Saskatoon Tourism, representing many businesses and residents stands against the BRT running down Broadway.

The BRT running down Broadway will cause irreparable division in our community.

The community has voted for you to represent us. Clearly we have stated NO BRT on Broadway please.

We are counting on you to represent us.

8. (December 6, 2018)

Hello, On your plan for this intersection I noticed that College Drive will be expanded from 2x3 lanes to 2x3 PLUS 2 bus lanes where, to complicate things, buses will drive in opposite directions. As a pedestrian who crosses College Drive on a regular basis, I find your solution simply abhorrent. I guess that pedestrian crossings of College Drive are, by their location, the busiest in the city. So extra special attention for the needs of pedestrians on this section of road should have been fundamental in your project. But I do not see any of that.

I fully expected that you would have gone from 2x3 lanes to 2x2 for private vehicles plus 2 lanes for public transport. That is what I see being done in European cities and that seems totally logic to me. That is the ONLY way we can curb traffic downtown and make the Saskatoon city centre 'livable' again.

This proposal to me is a BIG disappointment. Everyone is a pedestrian at some point. If we do not force people out of their cars and into public transport, this BRT exercise is wasted taxpayers money. Thank you.

9. (December 19, 2018)

Although I can certainly appreciate the need for improved bus routing and scheduling in the city, I wish to state that I am very much against the BRT Nutana /Broadway routing option.

I see the proposal as not only changing the essence of an historic Saskatoon neighbourhood, possibly beyond redemption, without any perceived benefit to the residents living there, but also incurring substantial unnecessary additional implementation costs, over the seemingly more sensible alternative; the Senator Sidney Buckwold Bridge route.

In addition, from the private vehicle perspective, I can foresee that driving down Broadway Avenue from 8th Street across the bridge would be an exercise in total frustration if the proposed changes are put in place, as even under the present circumstances, the road is consistently a traffic bottleneck.

I know that the 'pat' answer to this last point, will predictably be, 'well then take the bus'; however, for many reasons, that option is not always convenient. For better or worse, it is basic fact of life that we live in a city where tens of thousands of private vehicles still negotiate it's roads every day and, the situation will likely remain this way for the foreseeable future. It is undoubtedly the wish of all of us to see the reliance on private vehicles as a source of transportation reduced, but in the meantime there has to be a meaningful awareness and effort made by the public transit system, to also accommodate the needs of these motorists.

10. (December 4, 2018)

I think a circle drive route should be added that only stops at a 3 stations- North Lawson, South Stonebridge, West Confed to make it easier to get to different parts of the city.

11a. (November 17, 2018)

We would like to add our names to those opposed to the bus-only lanes on Broadway Ave. Broadway is one of the few areas in Saskatoon that functions extremely well for pedestrians, bicyclists, public transit and motorists. The commercial enterprises are doing well because local people as well as those from other neighbourhoods enjoy the ambience and come to shop there. We also have popular events such as the Fringe Festival that would not be compatible with a BRT corridor.

While we are certainly in favour of improved public transport, it makes no sense to destroy a well-functioning business area by turning it into a BRT corridor. "Bus Rapid Transit" means just that, and it makes more sense to have those buses going rapidly down 8th St. across the Sid Buckwold Bridge to downtown. Of course, a BRT corridor only works if there are feeders to that corridor and the buses that now run on Broadway Ave. will serve very well as those feeders.

11b. (November 21, 2018)

"Cities that have introduced this type of public transit have seen increases in ridership, residential development and property values". I hope you will not use this rationale for touting this plan. Our neighbourhood does not appear to have any problems with residential development, because it is already

considered to be a very desirable neighbourhood to live in. In fact, we have a lot of infill housing going up pretty consistently and the property values are already high. And as I mentioned before, the businesses are already doing well.

You are right to mention the disastrous effect of the 23rd Street bus mall. If you miscalculate, it will take a very long time for our neighbourhood to recover. Yes, revamp the transit system, but I would ask again, if a neighbourhood is already working well, why would you even consider jeopardizing it?

12. (November 29, 2018)

The rapid transit needs to go along 8th street.

Please do not ruin Broadway Avenue – the businesses, the street fairs, the outdoor cafes and dining in summer – this is what attracts people to live here, shop here, dine here.

I notice that the hours you offer at various locations for transit user input is limited to morning and early afternoon users – why is that?

Please, please do not ruin Nutana.

13. (November 22, 2018)

Currently the city is planning for rapid bus service. I think improving the regular bus service should be a priority. When my kids were in school, they often were late due to buses that did not follow the schedule. If you look at this discussion on the Saskatoon sub-reddit, you will see that things have not changed:

https://www.reddit.com/r/saskatoon/comments/9zaygh/how_reliable_is_transit/

People wonder why transit is under-utilized in this city. There is talk about the schedule being too infrequent or not available late at night. I think it starts with people not being able to trust the schedule you already have. If the bus arrives every 5 minutes and is not on schedule, not a problem. If it only arrives every half hour and is late or worse early, that's a problem. People who take buses typically have the sorts of jobs where flex time is not an option.

14. (November 26, 2018)

I would like to voice my objection to having bus rapid transit lines running down Broadway Ave and 3rd Ave. I believe these streets would be poor choices to restrict traffic from. I work on 3rd Ave downtown, and live in Buena Vista near Broadway. I also work with a restaurant on 3rd Ave, and having no street traffic in front of their restaurant would be a disaster for their business. Thanks very much for considering other options about the future of our transit system.

15. (November 26, 2018)

I would like to voice my objection to having bus rapid transit lines running down Broadway Ave and 3rd Ave.

I believe these streets would be poor choices to restrict traffic from. I work on 3rd Ave downtown, and live in Buena Vista near Broadway. I also work with a restaurant on 3rd Ave, and having no street traffic in front of their restaurant would be a disaster for their business.

Thanks very much for considering other options about the future of our transit system.

16. (November 19, 2018)

I was able to attend the November 8th information session at Emmanuel Anglican Church. I was very impressed with the displays and staff that were on hand to answer questions. The cycling network is long overdue and I totally support the initiatives for more bike lanes. Numerous studies have shown that cycling numbers increase and accidents decrease as cycling infrastructure is put in place. I love the lanes on 23rd street and 4th avenue.

Regarding the BRT routing, I feel strongly that we need to have this going down Broadway Avenue if we have any hope of it being used. I don't understand how folks think there will be any ridership if the routing takes it across the freeway bridge. A mixed traffic approach on Broadway seems like the best solution to deal with some of the concerns. Reducing the speed limit to 30 km on Broadway would help cyclists feel more comfortable riding in the traffic. I do a lot of cycling and avoid riding on Broadway because of the traffic speed. Finally, the buses should run later on the weekend to help folks get home after the pubs close.

I applaud the city for the vision to look at alternatives to the automobile model. There is a lot of resistance to change on this front but I think that the successful initiatives from other cities should encourage all of us to look at these alternatives. Keep up the good work.

17. (November 13, 2018)

Unfortunately I was unable to attend the Come and Go Engagement Session held on November 8, 2018 but would like to express my opinion. As a resident of the Broadway area and an employee of one of the shops located on Broadway, I would like to say that I am TOTALLY opposed to the routing of the BRT over the Broadway Bridge OR down Broadway Avenue. I am not against the BRT just feel VERY strongly about where it is routed. It does not need to be routed down the center of one of our VERY FEW historic walking areas in the entire city of Saskatoon. There are several schools, outdoor cafes, not to mention festivals being held on Broadway and I do not feel rapid transit is AT ALL compatible with these. There is absolutely NO reason why it cannot take the Idylwyld South Option and have a stop at the corner of Broadway and 8th Street. I STRONGLY feel that Broadway should remain a walking/historic area and is NO place for a BRT system. We are not promoting a healthy lifestyle if we are unable to walk the mere half dozen blocks that the Broadway District consists of. We are no where near the size of some of the other cities that were used as comparisons. I feel we should be promoting physical activity (walking and cycling) and would even rather see the street from Five Corners to 8th Street closed to ALL vehicle traffic.

18. (November 10, 2018)

NO BRT ON BROADWAY please, the BRT Station at the corner of 8th and Broadway and regular bus service down Broadway is enough for Broadway Transit.

19. (November 16, 2018)

I feel not safe place on First Avenue night time because I am Woman and disabled cerebral palsy with walker. That is very dangerous for night! Also daytime is very dangerous too!! I prefer use 3th Avenue more safe for women. Thanks very much!!!

20. (November 17, 2018)

We would like to add our names to those opposed to the bus-only lanes on Broadway Avenue. Broadway is one of the few areas in Saskatoon that functions extremely well for pedestrians, bicyclists, public transit and motorists. The commercial enterprises are doing well because local people as well as those from other neighbourhoods enjoy the ambience and come to shop there. We also have popular events such as the Fringe Festival that would not be compatible with a BRT corridor.

While we are in favour of improved public transit, it makes no sense to destroy a well-functioning business area by turning it into a BRT corridor. Bus Rapid Transit means just that, and it makes more sense to have those buses going rapidly down 8th St. E., crossing the Sid Buckwold Bridge to downtown. Of course, a BRT corridor only works if there are feeders to that corridor and the buses that now run on Broadway Avenue will serve very well as those feeders.

21. (November 7, 2018)

I'd like to voice my opposition to the planned Broadway-3rd ave plan for rapid transit. It makes no sense to close traffic and parking lanes on the two streets that currently encourage pedestrian traffic on Broadway and through traffic on 3rd ave. Sid Buckwold bridge and first ave make much more sense for rapid transit with 1st ave being central to downtown with the development on the other side of Idylwyld and the Midtown Plaza and large office towers on 1st ave. 3rd ave is now the main artery downtown with 2nd and 4th ave now bike and pedestrian friendly. 1st ave has very little in the way of small storefront retail shops while 3rd ave is comprised heavily of the aforementioned.

22. (November 6, 2018)

I think option 3 is a better alternative (Sid Buckwold Bridge). Broadway must be preserved for what heritage is left. Thank you.

23. (November 7, 2018)

I am resident of Evergreen, but I grew up in Nutana and my parents still live there. We visit the area frequently and enjoy walking around Broadway and the surrounding streets. I am concerned that the BRT travelling down Broadway would significantly impact the walkability of the street. Further, with 2 schools, 2 school zones, and

lots of children, bikes and pedestrians, extra passing buses could compromise the safety and take away the enjoyment of walking down Broadway. I would strongly support the bus running down the Idylwyld Bridge and down 8th St. Thank-you for your attention.

24. (November 7, 2018)

please DO NOT put the BRT on Broadway or Third Avenue.

25. (November 6, 2018)

I am strongly opposed to the rapid Transit lines being put in place on Broadway and Third Ave. 1st Avenue and Sid Buckwold bridge is a far better option for local businesses and for the heritage feel of our downtown core.

26. (November 9, 2018)

I write to you to pass on my input for this engagement which I was not able to attend last night. Many considerations to share.

Engagement process:

- Might you consider holding more than one session on more than one date in multiple locations to provide people with as many opportunities to make your sessions as possible? I know that getting people out to your events is difficult, but you truly need to make it as easy as possible for people and offering them at least two options would help to accomplish this.

- Might you consider providing an opportunity to provide written feedback through these community letters you send out? For those who are unable to physically make it to these sessions? My guess is the people who are using public transit are those who are marginalized in some capacity (e.g. mobility issues, have multiple jobs at odd hours, etc.), thus requiring alternative opportunities for engagement.

- Why is it there is no information about the cycling network on the back of the letter? There are route options for BRT, but none for the cycling network.

- "We want to work with you to ensure our streets meet the needs of all road users" - might you consider diverting budget funding from road construction (serving the car) to sidewalk and bike lane construction to meet the needs of pedestrians? It is rather shocking to have moved here and see that in a residential area of Varsity View and Nutana that there are many streets without sidewalks... If you are not going to build these sidewalks, lower the speed limit to increase people's comfort with braving the world as a pedestrian.

For the "bus rapid transit":

- I see that the line through Broadway is a "blue line option" instead of a "bus line". This street and area is a main corridor linking downtown and the Broadway area. I see there is absolutely no way that you could justify putting it anywhere else. I would strongly urge you to have this as a "blue line". This may be a lack of correct interpretation of your language in the map and what these mean, but there is no information about what

those lines mean on this sheet and you cannot expect the average citizen to go to your website to inform themselves of your full plans. These letters should inclose main points of full information.

- I would strongly urge you to place two stops along Broadway - that second stop is critical to capture all people who are heading downtown. It makes less sense for people to walk in the opposite direction to get on a bus that is going North.

The passage of "rapid transit" through the Broadway area is critical to facilitate and maintain a vibrant, pedestrian-friendly city.

27. (November 9, 2018)

We would like to add to the chorus of voices who are opposed to the BRT option along Broadway. We live close to Broadway, and enjoy the character of the streetscape. In the summer, particularly, Broadway is a place to meet friends and family in the local restaurants, have coffee, and/or shop. We think that the BRT will destroy the vibrancy of this unique neighbourhood, and therefore urge you to look for other options for the BRT.

28. (November 8, 2018)

A big NO to turning Broadway into a rapid transit bus route. After decades of Broadway businesses putting forth all sorts of efforts, money and making it such a trendy area now City Council just wants to trash it and it will destroy all the work done to make it such a unique area.

29. (November 9, 2018)

I was unable to attend the #broadwayyxe info session on #brt plan tonight, but as someone who lives & works on Broadway I am fully supportive of dedicated lanes on B'way for BRT. Healthy option that will set the street up for cont'd success in the future!

30. (November 8, 2018)

No to busing changes on Broadway Avenue. Please protect the heritage of Broadway Avenue! Our city needs to support these communities that we love.

31. (November 6, 2018)

Please, do NOT put rapid transit on Broadway or Third Ave. Sid Buckwold Bridge to First Avenue is the best option that will protect our heritage and pedestrian districts long into the future. This is a very important civic decision that will affect the city for years to come.

32. (November 6, 2018)

I would like to address some issues that I see with the current proposal to implement a rapid transit service in our downtown.

First off, as a business owner in the downtown core, we struggle to get customers into our location due to the limited parking and the price of the parking. Our competition is the outlying malls with free parking and no time limit imposed.

This in itself is driving customers away from the downtown core and this would only make this situation much worse.

The constant complaint from our customer is the lack of parking.

Today's consumer demands convenience, and this would most certainly take that away.

33. (November 6, 2018)

Please do not put a BRT on Broadway. Include Buena Vista allowing connections to WDM / Prairie Land/

Lorne Ave/ Diefenbaker Park and use the most efficient and user friendly run from mall to mall in 15 minutes! Increase ridership and make this very expensive venture work. Broadway is 'sacred' to many people and putting a BRT on it would be a bad idea for our community of Saskatoon and for future generations. I challenge you to look at 'beautiful' cities. All of them have had to make difficult choices. Gratification for the moment or wisdom for the future. Wisdom has been the long lasting reward for beautiful cities. Saskatoon Tourism, Heritage Society, a continuing petition of over 700 people, a petition of 27 store front Broadway merchants and many more area and community residents ask that the wise and lasting choice be made to keep the BRT off Broadway. I also ask you to listen to this plea of wisdom and do the right thing. Please keep the BRT station on the corner of Broadway and Eighth Street and run the BRT across Sid Buckwold Bridge to First Avenue Midtown Plaza. Option #3

34. (October 30, 2018)

I am very upset about the idea that the Bus Rapid Transit (BRT) may not run down Broadway Avenue.

My understanding is that some businesses on Broadway do not want the BRT running down Broadway and 3rd Avenue. Many of the managers/employees of those businesses drive to work and park behind their buildings (just go down the back alleys and you will see all the cars parked behind the buildings! e.g. Steep Hill Co-op on Broadway). Even though they drive to work on Broadway, they are telling those of us who live in the area and use public transit daily, just to walk extremely long distances to public transit. My understanding is that these same businesses are worried about their sales dropping, even though the BRT would bring more people to Broadway to spend their money on Broadway.

If there is no BRT on Broadway to 3rd Avenue, that means many of us will have to walk at least 1/2 kilometre to catch the BRT (e.g. from 5 Corners area to 8th Street). Now imagine seniors walking this distance in the winter (snow, ice and as low as -40 C temperatures), some with mobility issues and canes, sometimes in the dark, to get to appointments, shopping for groceries, for social events, etc. This is an unacceptable idea and the BRT MUST RUN DOWN BROADWAY! There are many, many people living in apartments, condos, etc. in this area and use public transit, not cars (including many people who travel to the University of Saskatchewan). Many people have wisely given up their cars, or chosen not to buy one in the first place) and only use public transit.

Now imagine if it was your relative (your grandparent, your parent, your sister or brother, your child, etc.) or your friend, or you were being told that public transportation on a major corridor in Saskatoon will no longer be available.

Public transportation also helps to reduce road congestion and travel times, air pollution, and energy and oil consumption, all of which benefit both riders and non-riders alike. With regards to climate change, we all know we only have a few years left to make drastic changes to save the planet...Saskatoon residents need to make the change and get away from relying on their cars NOW! Sometimes leaders have to make the intelligent decisions for the rest of the residents in the city. In this case, Saskatoon Transit, etc. need to move forward with the original BRT plans, including down Broadway Avenue and 3rd Avenue.

Saskatoon needs public transportation to increase, not decrease, especially down major corridors, including down Broadway Avenue to Third Avenue!

35. (October 30, 2018)

I work downtown and also enjoy bike riding.

Re Bus routes, I have concerns re the current arrangement where very large, road busting, traffic clogging buses which are quite often almost empty are operated where in many other Cities they have turned to smaller van type public transportation, often privately operated.

Please let me know why we are limited to the large buses.

The public also should be well informed about the cost to the City.

Re Biking, I enjoy riding as much as anyone but I was driving to work on the 200 block of 4th Ave and as I was making a right turn on a green light at 4th and 20th a bike rider came from the North riding in his bike lane and was entering the intersection as I began my turn.

He was riding fast and the presence of this bike rider created another hazard.

What if he was riding up on my vehicle from behind?

So as a vehicle operator one must look left to see if there are vehicles or pedestrians, look to right rear to see if there's a bike coming fast off the Broadway bridge and now also look forward to make sure no bike rider is coming fast through the intersection.

In my view it is an accident waiting to happen, the vehicle operator has too many hazards to watch out for.

Then we have our climate.

Bike riding is optimal May- October. Bike routes are generally a waste of space when we have snow.

Bike routes downtown ought to be limited to one or two and the emphasis ought to be along the River on the

Meewasin Trail so the disruption to vehicular traffic is minimized.

The problem is that the City is trying to accommodate too many users and as downtown becomes more inaccessible to those of us who drive to work there will be more migration of professionals paying office rent and taxes away from downtown to the suburbs.

36. (November 5, 2018)

I am not able to attend the upcoming Nutana engagement session, but I want to log my strong support for the BRT route through Broadway and Third Ave. Such a route, with short waits between buses, would actually convince me to use the bus to go to Broadway or downtown. (I now walk, or drive if the weather is bad.)

A route along Idylwyld would be useless to me, as it would not take me to Broadway shopping, where I often go, and would take me to the edge of downtown instead of the middle.

To merchants worried about a bus route through their areas, have they tried to park on Broadway or downtown during the day or evening? I think they will find that a BRT route will actually increase their business and make both Broadway and downtown attractive destinations for what will then become foot traffic on the streets. It will also allow their employees better, quicker access to downtown, freeing up parking and traffic space.

37. (October 28, 2018)

Virtually impossible to find out when and where the upcoming consultation on BRT routes are being held even though I am supposedly on the notification lists. No wonder people in the area state that they are uninformed about what is happening. Please let me know that info asap. Thank you.

38. (October 19, 2018)

I am very concerned that the BRT will ruin Broadway with the bus traffic, fumes, and commotion. Broadway is an iconic area of the city and making these changes will change the Broadway area in a negative way. Please look at other options. In my mind Broadway is perfect as it is so why mess with it!

39. (October 21, 2018)

I live near 5 Corners and take the bus every day to different parts of the city.

I am very disappointed to hear that merchants on Broadway don't want the BRT running down Broadway Avenue. Many of the merchants on Broadway DRIVE their cars to go to work (just look at the back alley parking of many of the businesses, e.g. Steep Hill Coop). Those of us who live near Broadway and use the bus daily for our transportation also should have a say in whether or not Broadway has the BRT...we're the ones using it!

I DO WANT THE BRT RUNNING DOWN BROADWAY, PLEASE!!!

40. (October 5, 2018)

Building owner. Worried about the ambience of Broadway. That it is similar to Grannville island in Vancouver that people go there to see it because it's a special place. Has the preference to use 1st avenue and Idylwyld instead of using Broadway. Want it to be that when you come to Broadway that you feel it is a place that dragged you there not just a commercial street.

41. (September 29, 2018)

I live close to Broadway and walk or drive this route several times a day. I am OPPOSED to a designated rapid bus lane.

- Broadway is a very busy street now and traffic is congested much of the day, with very slow traffic at peak city wide travel times.
- Side streets are narrow, so a car making a right hand turn, especially heading south, already slows traffic on Broadway.
- Vehicles which are backing into parking spots also slow the flow of cars. If there were a designated bus lane, traffic flow would be greatly hindered.
- The heavy traffic is also affected by pedestrians. Sometimes only a couple of cars are able to turn onto Broadway due to pedestrians crossing.
- Pedestrians also are impacted by the heavy traffic, of course. If there was only one lane for cars, I think the street would be more dangerous for pedestrians. I know your committee has considered the schools on Broadway in your plans, and the sometimes erratic pedestrian behaviours of children.
- I also think the speed limit on Broadway should be the same from the bridge to 8th Street, as a change for part of the street is only confusing and not often adhered to by motorists.
- I know that many well established businesses on the street project a decrease in business if a BRT is implemented on Broadway. From a shopper's perspective, I agree with this assessment. The whole feeling of a vibrant, busy and unique avenue would lose much of its personality and ambience, and feel more like a thoroughfare. Potential shoppers may even avoid the street because of increased congestion.

Perhaps a rapid bus could use Broadway, but stay in the usual bus lane and have fewer stops than a regular bus. It is not a long street, and the bus would still have to stop at traffic lights anyway. Thank you for enabling us to present our observations and opinions.

42. (September 14, 2018)

'The routes identified could be transitioned to other forms of mass transit in the future like light rail once population and ridership are at a level that can successfully support them.' is likely not to succeed.

My concern is this approach assumes that 'once population and ridership are at a level that can successfully support them' then the transition to 'light rail' could occur. My concern with such planning is that there is an 'assumption' that people will begin to use the current mode (rubber-on-the road) once it is fully instituted. There is a basic premise with this thinking that I believe has not been taken into consideration, and that is... 'regrettably or otherwise in this day and age, people make most of their life decisions base of convenience, and with the current plan for transit, it will not satisfactorily address the concept of 'convenience'. A plan which initiates light-above ground rail transit on main thoroughfares (above the street level middle) such as 8th Street, 22nd Street, etc. will more immediately be seen as more convenient.

Having ridden of such designed transit systems as in Vancouver, there is no question that more ridership results.

43. (October 3, 2018)

I am opposed to BRT in Saskatoon completely and don't believe the City will reach a population of 500,000 ever.

44. (October 1, 2018)

As an individual who lives only half a block off Broadway and drives and walks the area, I wish to express some concerns that I have about the proposed rapid transit system.

I have read the material on the websites and one of my first concerns is putting in exclusive running ways along Broadway which means conversion of the median and one lane of traffic in each direction. This will alter Broadway's unique look, narrow roadway available for parking and car traffic. Broadway is a special business area, unlike any other in Saskatoon and less parking and car roadway will, I fear, seriously impact the businesses in the area. Already people complain that they can't find parking and in the past four days, I have seen 2 cars parked in bus zones. They may get tickets if caught but those vehicles emphasize the lack of parking spaces on and around Broadway.

Some of the material suggests that Idylwyld Dr, First Ave, the Buckwold Bridge and 8th Street be used as an alternative to Broadway. I like this option but realize people may complain about how far they have to walk to access a business on Broadway. Another alternative is the new Traffic Bridge, Victoria with a left turn onto Main and another left turn on to Broadway heading to 8th Street. This option would mean less disruption to Broadway and most of its businesses. It would also mean keeping more of Broadway's special ambiance intact.

I like what I have seen in the descriptions of the BRT stations in that they will be well lit, provide universal accessibility, and protection from wind, rain and snow and include a heat option.

I note that some of the cycling network is set up for walkers and cyclists. Hopefully it will be well marked so walkers are not being hit by cyclists. I also want to express my concern that the bike lanes we have on 4th Ave are not well used in winter from my observation and make 4th Ave more dangerous for vehicle traffic.

I appreciate that we want to become a more bike friendly city but let's be realistic there are few cyclists out there in our cold winters which tend to last six months of the year.

I hope all of the above considerations will be part of your discussions with all the stakeholders.

45. (September 27, 2018)

I would like to express some views on the proposed Bus Rapid Transit.

First, let me say that I am in support of the Plan overall.

Second, I am slowly learning to trust the City again after the fiasco of the 9th Street closure. I was in support of the closure overall and certainly of the plan to test it out but was incredibly disappointed when Council overruled the process and voted to open it up. The traffic calming measures the City has taken on Victoria Avenue has increased my faith in what you do so I believe that whatever you decide for the Bus Rapid Transit will be a well thought out process.

Third and final - my feedback. I live on Eastlake and ninth, my children attend Victoria School, which we walk to and from every day and I work just off Broadway on 10th Street. And we have a big dog in need of many walks. I must walk Broadway and environs multiple times a day. So I am concerned about a system that would ruin the ambiance and experience of this neighbourhood.

My main concerns with Broadway being a main artery for the BRT is 1) the destruction of the meridians and most importantly the trees. The trees are a large part of the neighbourhood. I love seeing the crabapples bloom outside of the school. As the City has not done a stellar job of replacing dead trees on the sidewalk. I worry that the destruction of those trees and the lack of replanting of dead trees will make Broadway lose its small neighbourhood feeling. I don't want us to turn into a suburban, driving, parking, neighbourhood. My second concern is with the noise created by buses continuously going down the street. I have lived on a bus lane in Ottawa and it was awful. Walking down the sidewalk, you couldn't hear the person right next to you. Again, I worry that the ambiance of Broadway will be ruined. No more outdoor sitting as no one would be able to hear their dining partners and their glasses and plates would shake (as did our windows in Ottawa), as a bus went by. For these reasons, I would prefer to see the BRT to go down Idylwyld Bridge instead. It is already an unpleasant bridge to walk down - I already know to stop my conversations with my friends as I job on it as I won't be able to hear a word they say.

If you can assure me that the ambiance of Broadway would not be changed by the BRT, then I would support it but my past experience with high frequency bus routes have not been positive to the pedestrian and Broadway is in my opinion, first and foremost one of Saskatoon's only pedestrian shopping and eating areas.

46. (September 26, 2018)

We are not happy with the coverage between Weyakwin Dr. and Boychuk Dr. at Kingsmere.

47. (May 31, 2018)

Process:

- Lack of information available to public has been a frustration. Constantly changing information has led to many rumors circulating in the community. Information available on line (Draft – February 2018) is outdated and inaccurate (Ecole Victoria School is identified as a 'high school').
- The current proposed scenario (accurate, most recent information?):
 - The centre two lanes, one each direction, will be BRT lanes.
 - A single vehicle driving lane each direction and curbside parking will take up the remainder of the street.
 - Some curbside parking stalls will be removed. (How many and where as yet to be determined).
 - The centre median (all or in part) and its trees (all or in part) will be removed.
 - The BRT buses will run north and south every 10 minutes. Regular bus routes will continue to run in a normal fashion.

Questions:

- What days & what hours of operation will BRT buses run?
- Will BRT accommodate shift workers, 7 days a week? Will BRT facilitate High School and U. of S. students arriving on time for both day and night classes, and being able to return in a timely manner? Will someone needing to get to employment across the city be able to use BRT to arrive at work on time?
- Where will the passengers access (boarding and exiting) the BRT buses?
- Will BRT bus drivers be able to over-ride the east-west pedestrian crossing lights on Broadway (as suggested in the Feb. 2018 Draft), thus creating longer wait-times for pedestrian, including elementary school children and high-school students?
- How will BRT on Broadway impact the street festivals held on Broadway? Groups involved with festivals, such as the Fringe Theatre, Broadway Street Fair, Bikes- on-Broadway, Saskatchewan Marathon and others should have adequate time for input. Have they been consulted and their opinions received? Will the BRT line will be diverted, and onto which streets?
- Regular buses will continue to operate on Broadway? What lanes will these buses use? Where will these bus stops be located? What kind of time schedules will these buses have? How many and at what time intervals?
- How many buses can one expect to see/hear on Broadway in any half-hour period during the day?

Concerns:

- Buses every 10 minutes will disrupt the ambiance of the Broadway Commercial District to its detriment. Noise, dust, pedestrian crossing disruption will impact the pedestrian experience for local residents and visitors in a negative fashion. Sidewalk cafes/patios especially will be impacted by noise and dust of almost constant bus traffic.
- How and where will passengers will board & exit BRT buses. If BRT lanes are in the centre lanes and passengers are boarding and exiting at curb-side, will BRT buses be cutting across driving lanes?
- There are suggestions that a BRT 'terminal' (for boarding and exiting access on Broadway) will be installed on both sides of Broadway between Main Street and 8th Street, and a number of parking stalls will be removed to facilitate this. Will this create something similar to the 23rd. Street "Bus Mall" downtown. The incivilities associated with that Bus Mall have had a tremendous negative impact on what had been a viable commercial street with numerous small businesses. Will we be able to look forward to similar impact on Broadway?
- Loss of parking spots in an area suffering from parking overload will have a serious detrimental effect on smaller 'destination' businesses.
- General vehicular traffic reduced to one lane each way on Broadway, may cause "shortcutting" through the residential neighbourhood (eg. utilizing rear lanes, Eastlake and Dufferin Avenues) to avoid backed-up single driving lane. This effect has been noted with the introduction of School Zone speed controls.
- Will the BRT buses be able to over-ride the pedestrian crossing lights to cross Broadway? This has the potential to create longer wait-times at the cross-walks. Long wait-times at pedestrian crossings frustrate pedestrians and lead to more incidents of crossing at end of a light, jay-walking at corners and mid-block, or avoidance of the problem by not bothering to access businesses on the far side of the street. Longer wait-times will potentially endanger elementary and high-school students who are in a hurry to cross Broadway to reach their schools. BRT has the potential to divide the community population into "East" and "West" sides of Broadway.

The Broadway 360 Development Plan comments on pedestrian safety.

"Consider Traffic-Calming Measures to Improve

Pedestrian Safety

- The timing for pedestrian crossing at green lights on east-west streets should be increased. Currently they do not provide enough time for pedestrians to comfortably cross within the timeframe given. Increasing the timing will not only make it safer for pedestrians, but it will also convey the message that pedestrians are important in this area.
- Existing signaled intersections should be fitted with a pedestrian countdown signal to enable walkers to better negotiate their timing for crossing the street."(p.12/134)

<http://broadwayxe.com/wp-content/uploads/2016/08/Broadway-360-Development-Plan.pdf>

- BRT will not necessarily “introduce new visitors” to Broadway. Most commuters are self-absorbed, engaged in accessing the world through electronic devices. They are not tourists.

- Bar-traffic constitutes a major portion of the evening parking population. Bar goers will not be riding a bus to Broadway (unless as part of an organized ‘Pub Crawl’) and will very rarely be leaving their personal vehicles parked in the Broadway area overnight if they need to get drive to their place of employment the next morning.

- Diversion of BRT buses during Street Festivals will cause confusion for those looking to use BRT, as well as those city-wide Saskatonians who want to attend and enjoy these festivals.

- Retention of centre median and trees. Green space in any form enhances the pedestrian experience, providing shade and cooling of the environment during hot prairie summers. The centre median visually “breaks up” the broad expanse of street, again making the pedestrian crossing experience safer and more appealing.

The Broadway 360 Development Plan speaks to central median, trees and green space.

- Existing centre boulevards are treasured aspect of the area’s distinction and lend to the ‘green’ amenity - they should never be dismantled and when and where possible reintroduced. (p.46/134)

<http://broadwayxe.com/wp-content/uploads/2016/08/Broadway-360-Development-Plan.pdf>

- A BRT line through a 30km School Zone is NOT Rapid Transit. Broadway is a “School Zone” from 8am – 5pm, Monday through Friday. This speed zone should be extended to include Saturday, to enhance and create a safe pedestrian visitor experience.

Final Conclusion:

The Broadway Commercial/Nutana Residential Neighbourhood is lauded by city planners as the ideal to aspire to when creating new neighbourhoods where people can “Live, Work and Play”. Running a Bus Rapid Transit line through the middle of a successful cohesive neighbourhood can have nothing but negative consequences.

To this end:

Keep Bus Rapid Transit off Broadway.

Put the access terminal on 8th Street, at Broadway.

Route the line along 8th Street, ‘Idylwyld Freeway’/Senator Sid Buckwold Bridge, and onto 1St Avenue. This is already a major traffic route, and the ‘Freeway and Bridge were designed in the mid-1960’s to facilitate traffic movement into the down-town. This is where Bus Rapid Transit belongs.

48. (May 1, 2018)

Hi have been following this project and the \$120 million price tag that has been suggested is way out of line. Comparing it to other locations in the country the cost should be triple what you are suggesting.

At \$120 million "give your head a shake" as this is outrageous to further tax the citizens of Saskatoon. At the more realistic \$360 million you will bankrupt the city. I live in Lakeview and do ride the bus nor will I take the bus. My travelling needs are best suited by vehicle and not the bus. Try buying groceries using the bus! The things I need I go out and get them from the EAST side of the city in a timely fashion, something the bus would never be able to accomplish. I do not go downtown, park is ridiculous, bike lanes are a waste of my tax dollars and only cause more people not to go downtown. The bumbling stumbling mayor is so out of touch when it comes to traffic and his pet project. Saskatoon is a fall and winter location far too long and is not a bicycle friendly city because of the weather. Why should tax payers need to pay for snow removal for bike lanes when they are rarely used. Besides, the gas tax at the pump helps pay for roads that cyclists do not pay for so they should be on their own.

City hall should focus on providing roadways that move traffic at a reasonable speed around the city, not restricting traffic by lights, speed limits too low, school zone speed limits that never have drivers even see students during most of school hours. Give up the dream that Saskatoon is a "metro" city like Vancouver where traffic needs are different.

I have lived in my home for 32 years now and because of tax increases am considering moving out of the city. Don't add on another "really stupid" tax increase to provide something we don't need and can definitely not afford.

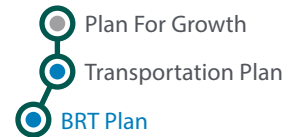
49. (May 1, 2018)

I am a resident of the area and do not own a business on Broadway. However, I am aware that several of the businesses on Broadway are concerned about the loss of parking and street restaurant possibilities. Is there some kind of offset that is planned so that this will not negatively affect these merchants. Queen Street is in Toronto – a very different environment than Saskatoon.

If you are looking further afield, I suggest that some of the ways that London, England runs its buses and the ease of transit be studied. Having just returned from there, I was highly impressed with their bus service (although unimpressed with the "seats" they have put in their stops and the lack of access in the subway system for anyone with mobility challenges or carrying babies, etc). I would certainly be more likely to travel buses in London than I would here in Saskatoon as it is right now.

Thank you again for the due diligence that you are doing on this subject.

BUS RAPID TRANSIT DOWNTOWN OPTIONS SUMMARY



Downtown 3rd Avenue Option

Implications

EXISTING TREES/MEDIAN

-7 trees

Medians changed

PARKING

+22 spaces

PUBLIC SPACE

Some opportunity

VEHICLE TRAFFIC IMPACT

+1 minute

WALKING COVERAGE

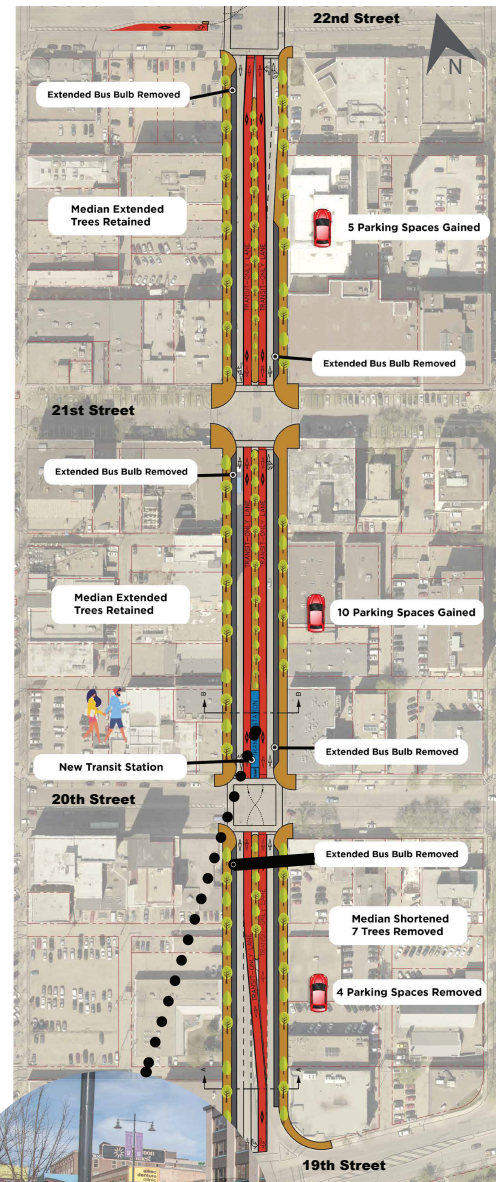
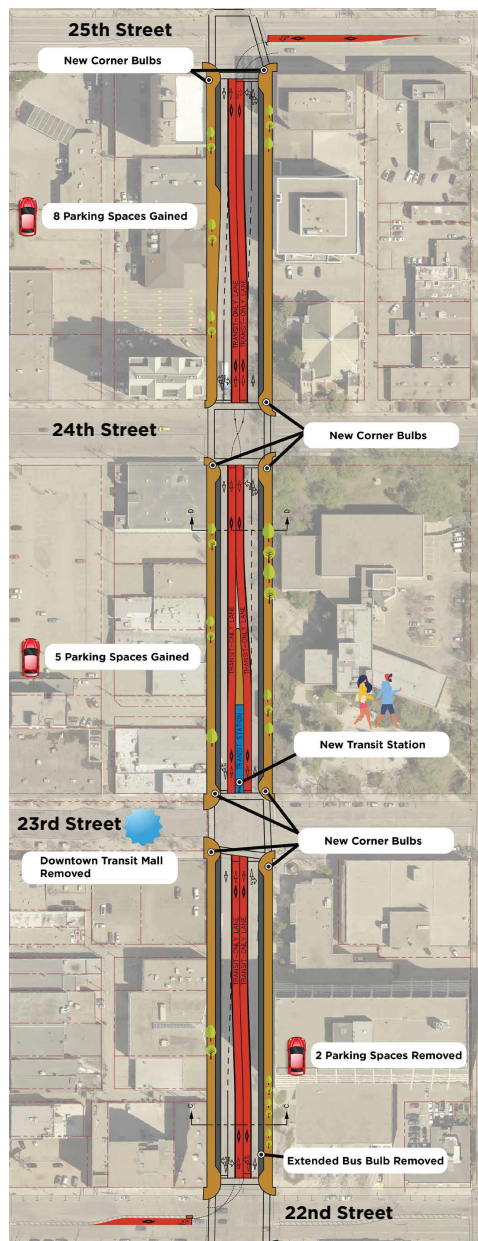
Covers all of Downtown

RIDER EXPERIENCE

Most reliable

OF BUS ROUTES

5



Legend

- Transit Only Lane
- Transit Station
- Parking
- Sidewalk/Centre Median
- Transit Mall Removed
- Existing Trees

* design subject to change



saskatoon.ca/engage



Downtown 1st Avenue Option

Implications

EXISTING TREES/MEDIAN

No change to trees
Medians added

PARKING

No change

PUBLIC SPACE

Most opportunity for improvement

VEHICLE TRAFFIC IMPACT

+1 minute

WALKING COVERAGE

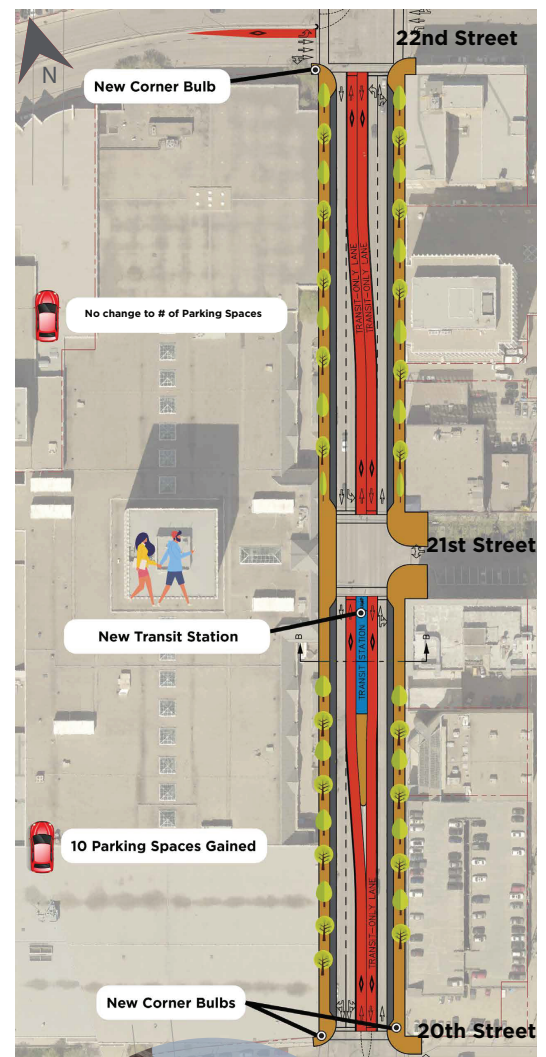
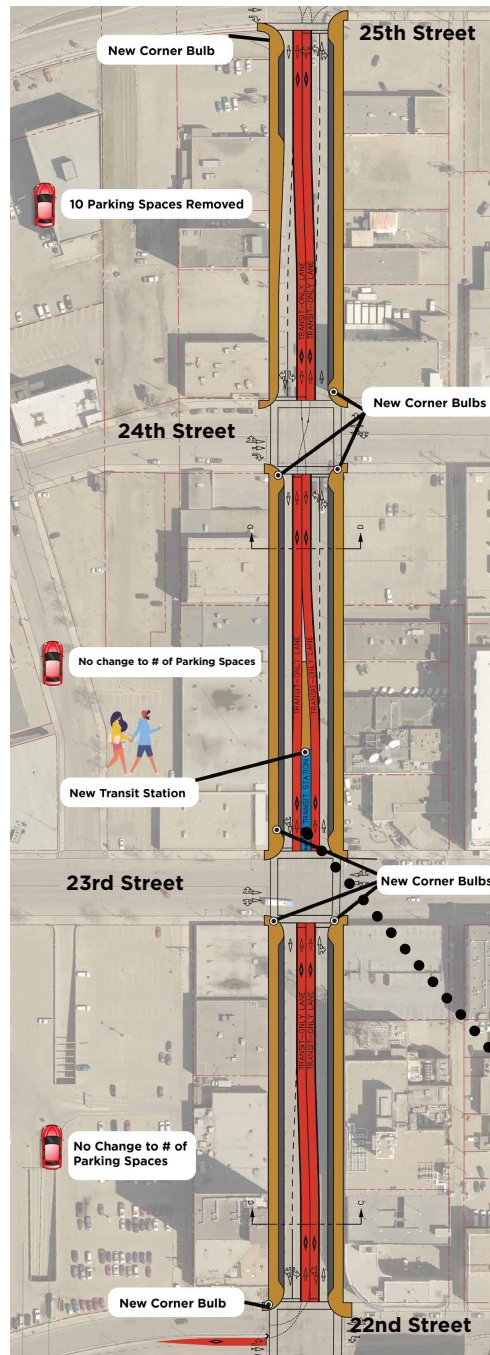
Reduced coverage of east Downtown

RIDER EXPERIENCE

Most reliable

OF BUS ROUTES

3



Legend

■ Transit Only Lane
 ■ Transit Station
 ■ Parking
 ■ Sidewalk/Centre Median
 ● Existing Trees

BRT SUMMARY

The City of Saskatoon Growth Plan identified Bus Rapid Transit (BRT) as a key strategy to shape the future of Saskatoon. The Red, Green and Blue BRT will:

- Be major organizing elements of the Growth Plan
- Form the structural backbone of Saskatoon Transit
- Support a mode shift to transit
- Support land use intensification along major corridors
- Anchor the Transit Villages developments

This document summarizes the functional planning recommendations that builds on the work done for the Preferred Configuration Report (2017), feedback received during public and stakeholder engagement in 2018 and 2019, and previously submitted technical memos.

The functional plan sets the stage for detailed design and the summary of recommendations revolves around five foundational BRT elements:

- Runningways
- Stations
- Transit Signal Priority
- Geometric Measures
- Customer Systems

Route Overview

The BRT system will connect the city from east to west and north to south, along major corridors:



The **Red Line** operates between the Blairmore Suburban Centre and the Briarwood neighbourhood via 22nd Street, Downtown, College Drive, Preston Avenue S, and 8th Street W.



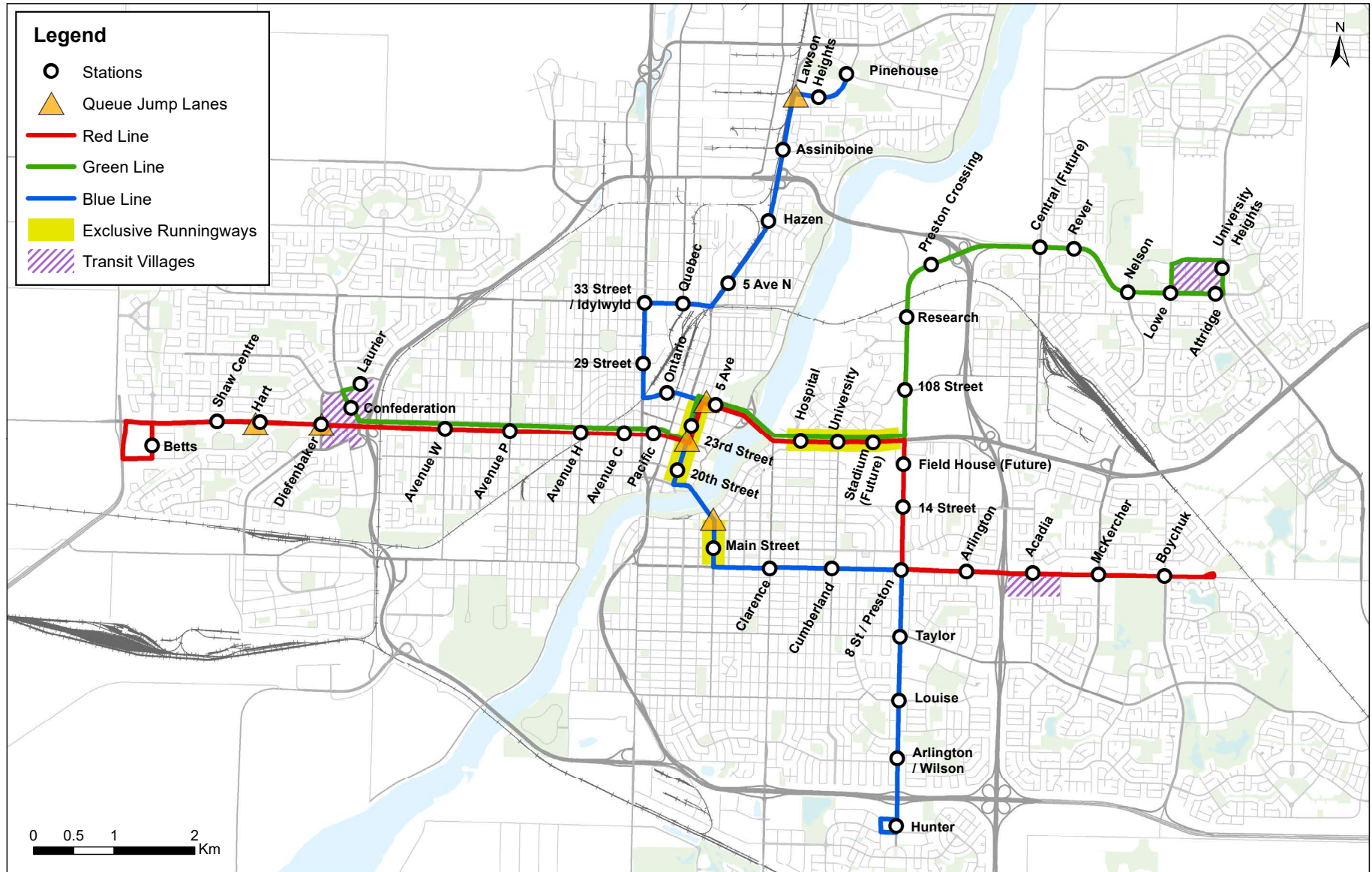
The **Green Line** operates between Confederation Mall and University Heights Square via 22nd Street, Downtown, College Drive, Preston Avenue N, and Attridge Drive.



The **Blue Line** operates between the Lawson Heights Suburban Centre and the Stonebridge neighbourhood via Primrose Drive, Warman Road, 33rd Street, Idylwyld Drive, Downtown, Nutana, 8th Street W, and Preston Drive S.

BRT Element	Scale	Quick Facts
Runningways	Mixed Traffic Transitway	<ul style="list-style-type: none"> • BRT route 38km • Mixed traffic operations 34.5km • Exclusive runningways (transit-only lanes) 3.5km
Customer Systems	Few All	<ul style="list-style-type: none"> • Identification pylon • Real-time information display • Shelter & on-call radiant heater • CCTV camera • Advertising display • Public art opportunities
Stations	Modest Signature	<ul style="list-style-type: none"> • 85 station platforms • Highly functional and scalable platform and shelter • Unique, bright, visible, and clean shelter design
Geometric Measures	Few Many	<ul style="list-style-type: none"> • Six bus-only queue jump locations
Transit Signal Priority	None All	<ul style="list-style-type: none"> • 38km fibre optic communication duct • 114 upgraded traffic signal controllers • 90 intersections with transit signal priority (TSP)

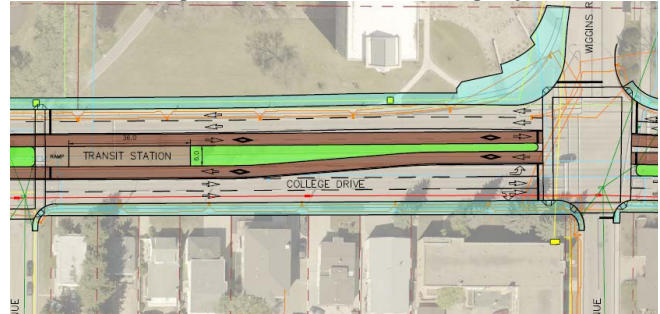
BRT ROUTE, STATIONS AND QUEUE JUMP LOCATIONS



RUNNINGWAYS

Of the 38km of BRT, 34.5km will run in mixed traffic and 3.5km within the inner city will have exclusive runningways (transit-only lanes) that will improve BRT travel times and reliability: Downtown, Nutana and College Drive. A centre-running contraflow runningway is recommended.

Section of College Drive Contraflow Runningway



STATIONS

Platforms

The BRT system will have 85 station platforms:

- Generally, station platforms will be located farside of the intersection which allows the bus to stop after the signal and take advantage of transit signal priority, eliminates bus blockage of right turn lanes and encourages pedestrians to cross behind the bus.
- For most locations, the recommended platform dimensions are 36m x 4m which will comfortably accommodate 12 to 20 waiting passengers, shelter, station furniture, customer systems, and three regular buses or two articulated buses.

Shelter Design

The shelter is one of the most prominent features of the BRT system which will differentiate the BRT service from local routes, enhance the customer experience, and contribute to placemaking efforts.

- The design is based on stakeholder feedback for a well-lit, easily maintained, and highly visible structure.
- The warm, bright, sleek and simple design language along with the neutral colours allows the shelter to be a blank canvas onto which theming elements or public art can be applied.

Rendering of a curbside station



TRANSIT SIGNAL PRIORITY

Transit signal priority (TSP) measures help to move buses through intersections, reducing bus travel time and increasing schedule reliability:

- Fibre optic duct communication will provide for the coordination of 114 upgraded traffic signal controllers.
- 90 intersections will be upgraded to include TSP.

GEOMETRIC MEASURES

Congestion in Saskatoon is mainly located at intersections. In addition to TSP, there are six critical locations where bus only queue jump lanes will allow the BRT to bypass congestion.

CUSTOMER SYSTEMS

Customer systems improve the passenger experience, safety and comfort and are focused at stations. In addition to the shelter, customer systems can contribute to the streetscape and placemaking efforts:

- **Pylon:** provides a strong visual station identification and houses communications and electrical panels
- **Real Time Information Display:** present bus arrival times and public announcements
- **On-Call Radiant Heaters:** mounted in the ceiling of each shelter. The heater is activated by a push-button.
- **Lighting:** illuminates the interior and exterior of the shelter. Ambient light from the station shelter and surrounding street lights will illuminate the platform.
- **CCTV Camera:** captures video of the platform and shelter area at regular intervals.
- **Advertising Display Unit:** installed at the approach end of the platform and can be backlit or digital.
- **Public Art:** incorporated at some or all of the station platforms and can be achieved in multiple ways and could be incorporated in the advertising display, as functional station furniture, as an application on the shelter glass, or along the platform.

Rendering of a curbside station, with advertising display in the forefront



MODELLING GROWTH TO 500,000 IN DOWNTOWN SASKATOON



Introduction

This report presents a conceptual projection of population, jobs, and built form in the Downtown and “North Downtown” (current Central Industrial neighbourhood) at a civic population of 500,000 in support of decision-making for the proposed Bus Rapid Transit (BRT) routes. The projection is presented as two scenarios based on which Avenue is chosen by City Council for dedicated BRT lanes (i.e. 3rd Avenue scenario vs. 1st Avenue scenario).

The projection has the following targets:

- Population growth of the Downtown neighbourhood from 3,334 to 15,000 as identified in the City Centre Plan.
- Population growth of the Central Industrial neighbourhood (“North Downtown”) from approximately 100 to 7,600 as identified in the draft North Downtown Master Plan (not approved by City Council).
- Appropriate growth of job numbers to continue supporting the Downtown’s role as a primary location for employment, retail, and other commercial activity.

Assumptions

The projection is necessarily based on several technical assumptions:

- Average persons per dwelling unit: 1.3 (current figure for Downtown).
- Gross dwelling unit area: 90 m² / 970 sq. ft. (typical for average Downtown apartment buildings).

- Average gross floor area per job:
 - o Retail/service jobs: 33 m² / 350 sq. ft. per employee (typical);
 - o Office jobs: 23 m² / 250 sq. ft. per employee (typical).
- Maximum building height used: 76 metres (standard in place for the B6 – Downtown Commercial zoning district).
- Approximately 2 hectares / 5 acres of vacant land (100 block of Pacific Avenue) reserved for development of a future arena, as per the November 19, 2018 resolution of City Council.
- Development projects currently under construction (e.g. River Landing Parcel YY, River Quarry on 4th) included as accurately as possible.
- Land chosen for future development based on the following decision hierarchy:
 1. land vacancy;
 2. proximity to the BRT route on either 3rd Avenue or 1st Avenue;
 3. a combination of factors such as underutilization, past development proposals, nearby activity and uses, market trends, and other assumptions.
- All future buildings projected (aside from those already under construction) are considered to be mixed-use (i.e. retail/service, office and residential integrated). This is done primarily for ease of modelling rather than realism. It is assumed that, in reality, some buildings will be mixed-use and some will be single-use, but that the overall floor area dedicated to different uses across the study area would be effectively the same for the purposes of this model.
 - o 76% of modelled floor area is residential;
 - o 14% of modelled floor area is retail/service;
 - o 10% of modelled floor area is office.

Projection

It is important to make clear that no long-range growth projection can be considered an accurate forecast of the future, particularly within an urban district as diverse and unpredictable as Downtown. The model presented here is only one possible scenario among near-infinite possibilities.

Population and job counts are presented as being captured within BRT station walksheds of 400 metres and 600 metres (representing a five- to seven-minute walk for the average person).

The numbers of residents and jobs captured in this projection under each scenario are presented in Table 1 below. The coloured bars behind each number visually represent their portion of the total numbers (either existing or projected) for the entire Downtown.

		3rd Avenue scenario:		1st Avenue scenario:	
		Existing	Projected	Existing	Projected
Population	400 m walk	2,876	13,242	2,531	11,681
	600 m walk	3,334	15,000	3,250	14,652
	Total area	3,334	15,000	3,334	15,000
Jobs	400 m walk	17,502	27,549	13,041	20,937
	600 m walk	18,889	30,558	18,043	28,931
	Total area	18,889	30,558	18,889	30,558

Table 1: Existing and projected Downtown population and jobs within walksheds of BRT stations

As is evident in Table 1, the performance of the 3rd Avenue scenario in terms of capturing future residents and jobs is slightly greater than the 1st Avenue scenario, but the scenarios are ultimately quite similar. It is worth noting that the 600 metre walkshed of 3rd Avenue effectively captures the entire Downtown, while the 1st Avenue scenario misses a portion of the eastern Downtown, most significantly with the 400 metre walkshed.

See Figures 1 and 2 for a map of the 3rd Avenue and 1st Avenue walksheds, respectively. A model of the potential built form of the Downtown under each scenario is also presented in Figures 3 and 4.

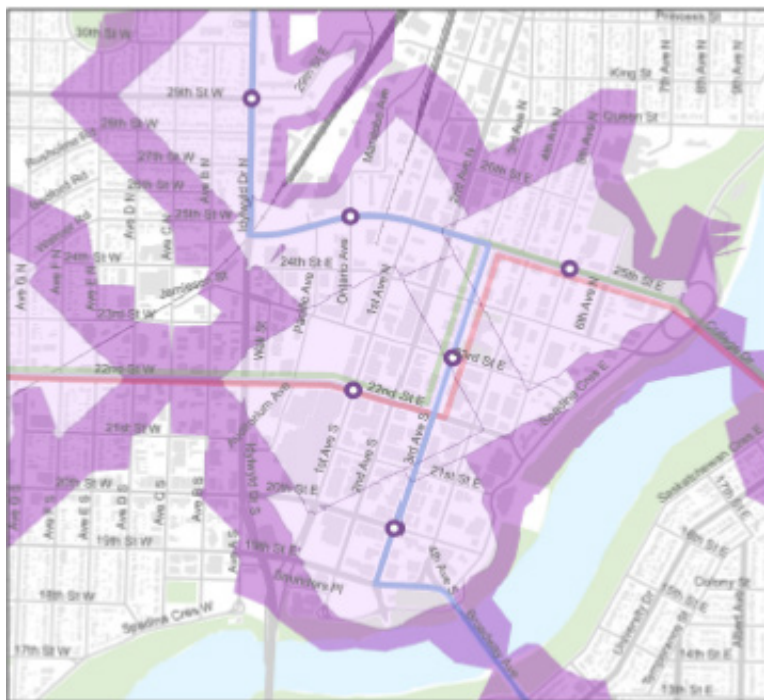


Figure 1: 3rd Avenue walksheds within Downtown, showing greater overall coverage of the CBD

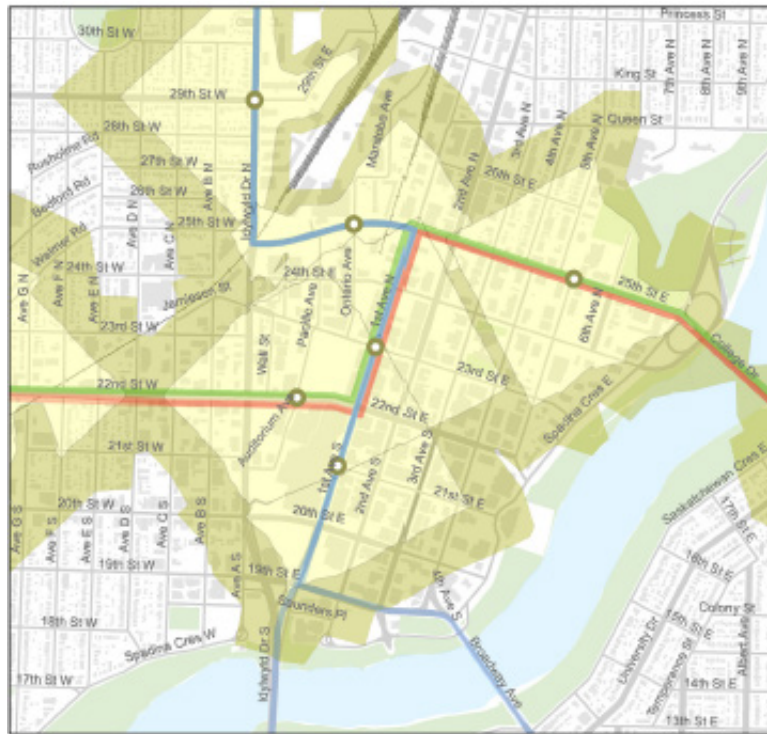


Figure 2: 1st Avenue walksheds within Downtown, showing slightly reduced coverage of the CBD

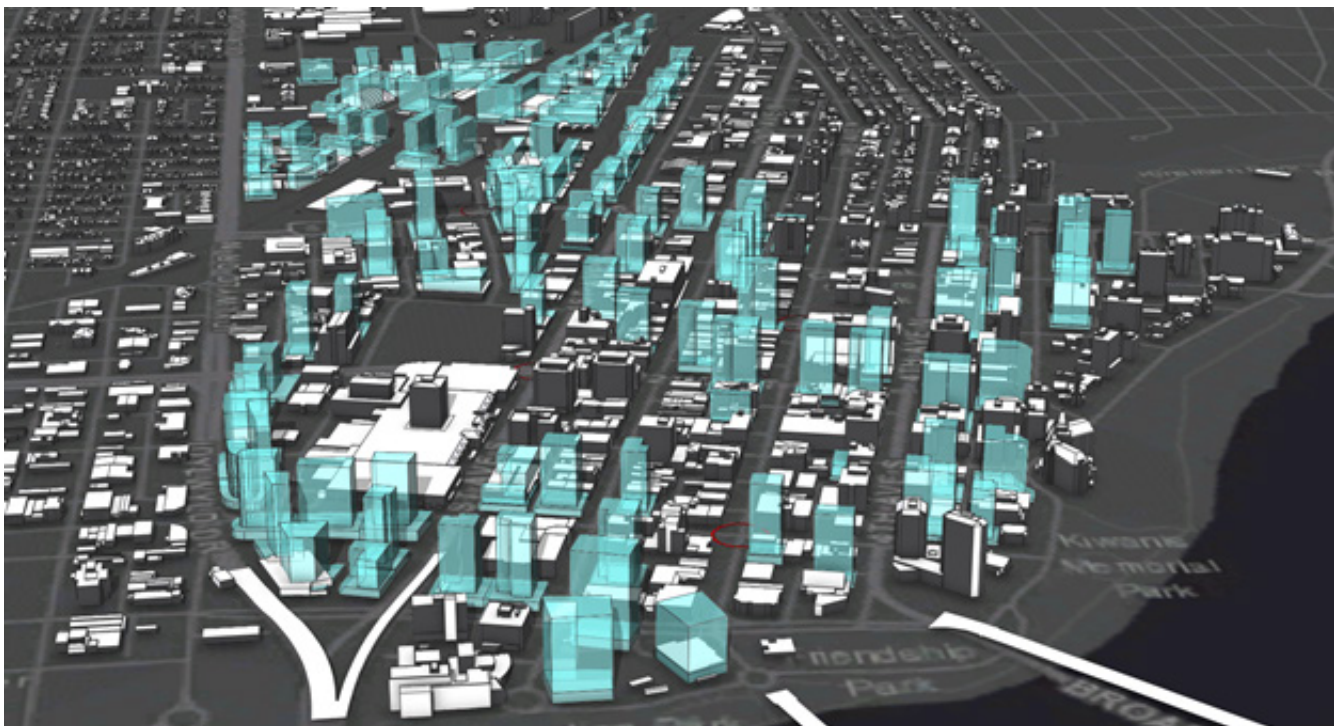


Figure 3: Perspective view of Downtown potential built form under 3rd Avenue scenario (looking north)

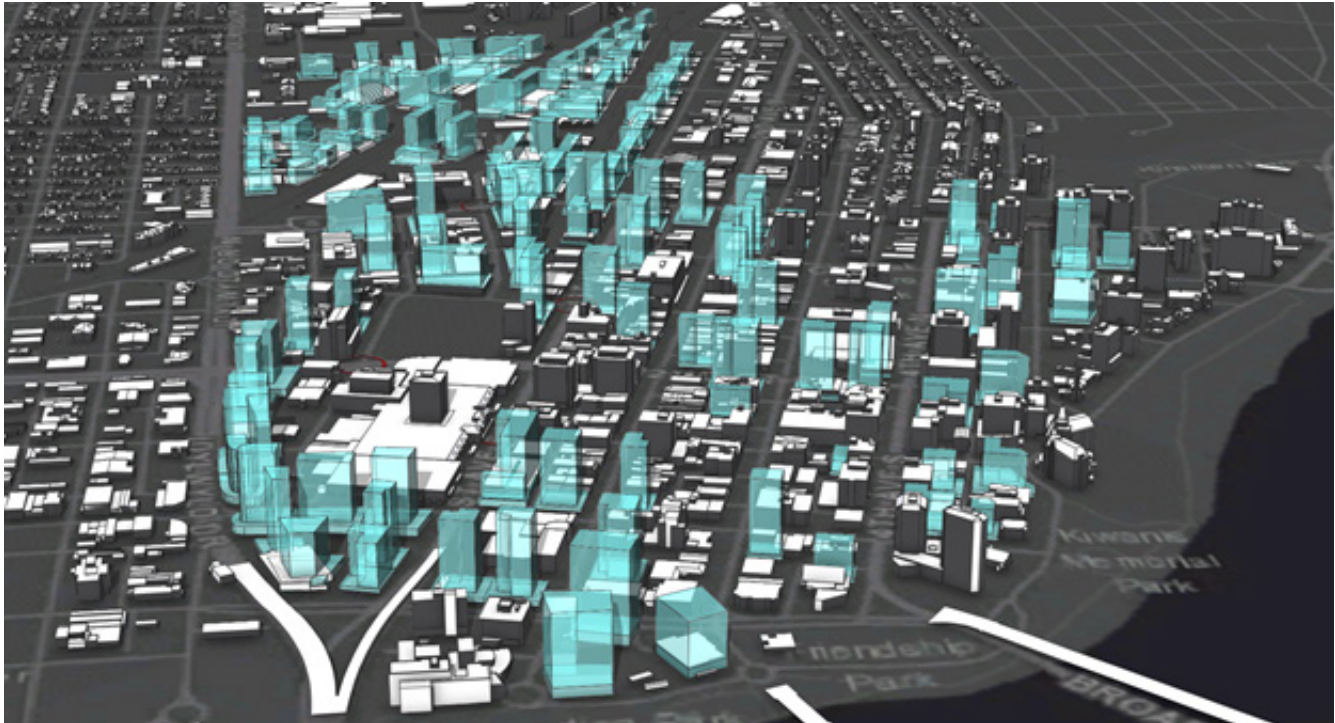


Figure 4: Perspective view of Downtown potential built form under 1st Avenue scenario (looking north)

The built form potential between the 3rd Avenue and 1st Avenue scenarios does not differ greatly. This is due to the constraints of available redevelopment land and building height combined with the need to achieve a targeted population of 15,000. In reality, gradual redevelopment over time as the city grows to half a million will likely occur on other properties not anticipated in this modelling exercise.

The existing and projected numbers for the Central Industrial neighbourhood / North Downtown as laid out in the draft North Downtown Master Plan are shown in Table 2. The coloured bars again represent each number's portion of the total.

The differences between the 3rd Avenue and 1st Avenue scenarios do not affect the walksheds for the North Downtown, as this area is entirely captured by BRT stations that are in the same location under each scenario (the Ontario Avenue, 29th Street, and 33rd Street stations).

		Central Industrial / North Downtown:	
		Existing	Projected
Population	400 m walk	100	3,750
	600 m walk	100	5,903
	Total area	100	7,600
Jobs*	400 m walk	2,034	3,774
	600 m walk	2,116	4,189
	Total area	2,145	4,470

Table 2: Existing and projected North Downtown population and jobs within walksheds of BRT stations

* Existing jobs in the Central Industrial neighbourhood were either retained or eliminated from the projection based on whether their associated property or facility was included or excluded in the draft North Downtown Master Plan (e.g. City Yards excluded, but a hotel on Idylwyld Dr included).

The built form for the North Downtown (seen in the background of Figures 3 and 4) was taken from the renderings shown in the draft North Downtown Master Plan.

Summary

This projection sought to illustrate the potential population and job growth of Downtown Saskatoon at a civic population of 500,000, based on two different Bus Rapid Transit scenarios.

The major takeaways from this model are that the 3rd Avenue scenario is shown to capture both existing and projected growth slightly better than the 1st Avenue scenario, and that the Central Industrial / North Downtown is unaffected (in terms of BRT station walksheds) by which Avenue is chosen for BRT.

Information not covered by this projection—aside from the myriad alternate possibilities of Downtown development—include development of lands just outside the Downtown (such as within Riversdale, Caswell Hill, City Park, and Nutana), the alternative scenarios for BRT routing within Nutana (Broadway Ave dedicated lanes vs. Broadway Ave mixed-traffic vs. Idylwyld Drive), and the secondary possibility of BRT routing through City Park (along 2nd Avenue north of 25th Street, connecting to Warman Road at 33rd Street).

From: John Williams <City.Council@Saskatoon.ca>
Sent: Tuesday, April 23, 2019 10:06 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Tuesday, April 23, 2019 - 10:05
Submitted by anonymous user: 142.165.205.156
Submitted values are:

Date: Tuesday, April 23, 2019
To: His Worship the Mayor and Members of City Council
First Name: John
Last Name: Williams
Email: [REDACTED]
Address: [REDACTED] Wellman Lane
City: Saskatoon
Province: Saskatchewan
Postal Code: [REDACTED]
Name of the organization or agency you are representing (if applicable): Canwest Commercial & Land Corp
Subject: Active Transportation- Bike Lanes & BRT
Meeting (if known): City Council Meeting
Comments: We wish to state our position as a business owner on bike lanes and BRT as they pertain to Third Ave and our properties on Third Ave.
Attachments:

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/303051>

BUS RAPID TRANSIT ROUTE AND CONFIGURATION FOR NUTANA

ISSUE

The City of Saskatoon is working towards implementing a Bus Rapid Transit (BRT) system to improve transportation options in the community. Because of their unique features, some areas of Saskatoon, such as Nutana, require specific solutions in order to be integrated with the BRT system. What routing and infrastructure configuration for the BRT system within Nutana can best achieve the Plan for Growth goals for transit and city-building, while balancing the needs of those most directly affected?

BACKGROUND

History

In 2016, Saskatoon City Council approved “The Growth Plan to Half a Million.” The 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 Plan for Growth is rethinking the way in which the 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 ensure the safe and efficient movement of people and goods throughout the city.

Given this objective, the Plan for Growth includes a “Transit Plan” that aims to redefine public transit in Saskatoon. The BRT is intended to form the backbone of a more modern transit system and is a catalyst for the corridor growth component of the Plan for Growth.

The proposed transit plan focuses primarily on building a BRT system and identifies changes needed to the current transit system to support high-frequency, direct service along the city’s major corridors. For the system to be successful, Saskatoon needs to reconfigure its transit network around the BRT lines, and this means fundamental changes in how the transit system operates.

On November 20, 2017 City Council approved a “preferred configuration and conceptual network” for the BRT system as the basis for further engagement and design. One component defined in the preferred configuration is BRT runningways. Runningways include buses moving in mixed traffic and dedicated lanes.

The preferred configuration included dedicated lanes as the recommended runningway configuration for BRT along select short road sections, such as Broadway Avenue. In June 2018, City Council heard and considered input from stakeholders regarding the proposed BRT configuration. During that meeting, some key stakeholders from the Nutana Area expressed concerns about having dedicated BRT lanes along Broadway Avenue. Refer to Appendix 1 for more details on public engagement results.

Current Status

As approved by City Council, Administration has proceeded with functional planning and detailed design for most components of the system. To date, however, this process has excluded key areas, such as Nutana and the Downtown, due to concerns generated by the initial stakeholder and public engagement process.

Before functional planning and detailed design can be finalized for the complete BRT system, enabling further stages of implementation to proceed, City Council will be required to make decisions on how best to configure the specific BRT routes and configurations to meet the overall objectives of the Plan for Growth Transit Plan.

One such decision focuses on choosing a BRT route and infrastructure configuration for Nutana. The Administration has consulted with stakeholders and has evaluated potential route and infrastructure configuration options to ensure the Nutana routing meets the goals and objectives of the Plan for Growth and balances the needs of local stakeholders.

OPTIONS

This section provides five potential options that attempt to address how to implement BRT in the Nutana area of Saskatoon. The options range from bypassing Broadway Avenue to the installation of dedicated lanes on Broadway Avenue.

Each option is evaluated based on how well it supports the City's strategic objectives, growth plan principles, and sustainability principles (including CPTED – Crime Prevention Through Environmental Design). The options have also been evaluated on more technical matters including their accessibility, feasibility, functionality, and efficiency. There are no direct positive or negative environmental implications with any of the options, environmental benefits accrue from the entire project.

The options analysis excludes Victoria Avenue and thus, the Traffic Bridge as a potential BRT route option. An evaluation of this option determined that it would be technically infeasible for a properly functioning BRT to operate along this roadway, particularly for safe, reliable winter operations. The Victoria Avenue/Traffic Bridge route is feasible for spring, summer and fall operations, on a temporary basis as a designated detour. The components of the BRT system for all options are listed in Appendix 2. A status quo option was considered but deemed infeasible since direction has been given to plan and design the rest of the BRT system. Status quo transit routing and infrastructure in Nutana, combined with a BRT system outside of the area, would present significant operational challenges due to the gap in infrastructure. Several of the options described below propose relatively small changes to infrastructure while others require more significant infrastructure investments.

Option 1 - Bypass Broadway - 8th Street to Idylwyld Drive

This option implements a BRT route along 8th Street to Idylwyld Drive. The BRT would operate mixed flow, meaning no dedicated lanes. It avoids Broadway Avenue completely and travels in an east-west direction heading along 8th Street and into

Downtown across the Senator Sid Buckwold Bridge. To implement this option, a pair of station platforms would be constructed near the intersection of Broadway Avenue and 8th Street to provide access to Broadway Avenue and local transit routes. Additionally, a pair of stations would be introduced near the 8th Street and Lorne Avenue intersection to provide connectivity to the west end of the corridor. Appendix 2 includes an illustration of this option.

Of the 961 people who participated in an engagement event, 170 preferred this option. The estimated capital financial implications for this option are \$3.2 million. The costs are primarily related to the construction of BRT stations along this portion of the route. There are some negative social implications with this option as a preliminary CPTED review found this option may lack “natural surveillance” to ensure the safety and security of users. This option would require the greatest degree of change in land use and investment in public realm in order to establish a transit-supportive environment around the stations – at both Broadway Avenue and Lorne Avenue.

Advantages:

- Provides good system reliability in terms of on-time performance both in the short and long term.
- Minimal construction impacts to Broadway area businesses and residents.
- Minimal, if any, change to Broadway Avenue road infrastructure.
- Improved signal coordination along 8th Street.
- Some potential to support investment in corridor growth along Broadway Avenue but would likely be limited to one to two blocks immediately north and south of 8th street.
- Addition of 19 on-street parking stalls on Broadway Avenue, primarily through the removal of some existing transit stops.

Disadvantages:

- Reduces transit access and coverage for Broadway Avenue between 10th Street and 12th Street.
- Has less natural surveillance from surrounding land uses than the Broadway route.
- Sub-optimal connection to a potential 3rd Avenue BRT line.
- May be an impediment to achieving transit ridership targets.
- Provides limited or no opportunities to improve public amenities and streetscaping on Broadway Avenue.
- Adjacent land use is less supportive of transit.

Option 2 - Broadway Avenue Mixed Flow

This option proposes to implement a BRT system along Broadway Avenue in a north-south direction from 8th Street to 12th Street. It proposes to construct two pairs of BRT

stations on either side of Broadway Avenue at 12th Street and at 9th Street. Appendix 2 provides an illustration of this option.

Under this option, there are no dedicated BRT lanes along Broadway Avenue, but Transit Signal Priority measures would be installed in traffic signals. The proposed BRT would “mix” with motor vehicle and cycling traffic that typically travel along Broadway Avenue, as well as vehicles entering and leaving on-street parking spaces.

Of the 961 people who participated in an engagement event, 83 preferred this option. The estimated capital financial implications for this option are \$3.7 million. The costs are primarily related to the construction of BRT stations along this portion of the route. There are some positive social implications with this option, as a preliminary CPTED review found this option may provide a higher degree of natural surveillance.

Advantages:

- Provides the highest level of coverage (from among the options) for Broadway Avenue with the installation of two station locations near the north and south ends of the commercial “main street” area of the street.
- Strong potential to support investment in corridor growth along Broadway Avenue.
- Improved signal coordination along Broadway Avenue.
- Provides good natural surveillance to improve safety and security for users.
- Addition of 19 on-street parking stalls on Broadway Avenue, primarily through the removal of some existing transit stops.

Disadvantages:

- Reduces short- and long-term system reliability and on-time performance due to no dedicated BRT lane.
- Requires some change to Broadway Avenue infrastructure for stations and Transit Signal Priority.
- Produces construction impacts on area businesses and residents.
- Provides limited opportunities to enhance public amenities and streetscaping.

Option 3 - Broadway Avenue Deferred Configuration Decision

This option proposes to confirm Broadway Avenue as the route choice but defers a final decision on a permanent BRT design configuration on Broadway (Mixed Traffic or Dedicated Lanes) to a future date. This will keep the level of investment in infrastructure to the minimum level necessary to operate a BRT. All local bus routes would continue to use the current stops on Broadway Avenue. The components included under this option are as follows:

- Communication cable installations to each intersection.
- Transit signal priority (TSP) measures at each intersection.
- A single curbside stop for the Blue Line near the proposed dedicated station between Main Street and 9th Street.

This option enables a short-term solution to allow planning, design and overall implementation of the BRT system to proceed subsequent to future City Council approval. It ultimately defers a final decision on a permanent BRT design configuration through Nutana.

Public engagement input is not provided on this option as it was developed by the Administration after the engagement was conducted to address some of the feedback. In terms of design and function, this option could be considered most like a limited version of Option 2: Broadway Avenue Mixed Flow. The estimated capital financial implications for this option are \$500,000. The costs are primarily related to the installation of communication cables and transit signal priority measures along this portion of the route.

Advantages:

- Provides good coverage for Broadway Avenue.
- Minimal construction impacts to area residents, businesses and institutions.
- Signal coordination along Broadway Avenue.
- May support investment in corridor growth along Broadway Avenue.
- Enables functional benefits of BRT at minimal investment.
- Flexible to enable future decision on infrastructure configuration and implementation timing.

Disadvantages:

- Reduces short-term system reliability and on-time performance.
- May impact ability to achieve transit ridership targets.
- Provides limited or no opportunities to update public amenities and streetscaping on Broadway Avenue.

Option 4 - Broadway Avenue Phased Implementation

This option proposes to confirm Broadway Avenue as the final route choice, and to confirm the long-term configuration on Broadway as either Mixed Traffic or Dedicated Lanes while delaying the implementation on Broadway until a future date. This will keep the level of investment in infrastructure to the minimum level necessary to operate a BRT. All local bus routes would continue to use the current stops on Broadway Avenue. The components included under this option are the same as those listed in Option 3.

This option enables a short-term solution to allow planning, design and overall implementation of the BRT system to proceed subsequent to a future City Council decision on the timing for implementation.

Public engagement input is not provided on this option as it was developed by the Administration after the engagement was conducted. In terms of design and function, this option could be considered most like a limited version of Option 2: Broadway Avenue Mixed Flow. The estimated capital financial implication for this option is

\$500,000. The costs are primarily related to the installation of communication cables and transit signal priority measures along this portion of the route.

Advantages:

- Provides good coverage for Broadway Avenue.
- Minimal construction impacts to area residents, businesses and institutions.
- Signal coordination along Broadway Avenue.
- May support investment in corridor growth along Broadway Avenue.
- Enables functional benefits of BRT at minimal investment.
- Flexible to enable future decision on implementation timing.

Disadvantages:

- Reduces short-term system reliability and on-time performance.
- May impact ability to achieve transit ridership targets.
- Provides limited or no opportunities to update public amenities and streetscaping on Broadway Avenue.

Option 5 - Broadway Avenue Dedicated Lanes

This option proposes to implement dedicated BRT lanes along Broadway Avenue from 8th Street to 12th Street. It would run in dedicated lanes constructed in the centre of Broadway Avenue with one centre median BRT station. One station is proposed to be constructed at the intersection of Broadway Avenue and Main Street. Refer to Appendix 2 for an illustration of this option.

Of the 961 people who participated in an engagement event, 143 preferred this option. The estimated capital financial implications for this option are \$2.5 million. The costs are primarily related to the construction of the dedicated lanes and BRT stations along this portion of the route. There are some positive social implications with this option. For example, preliminary CPTED review found that this option provides a high degree of natural surveillance compared to Option 2: Bypass Broadway – Idylwyld Drive to 8th Street.

Advantages:

- Provides very good coverage of Broadway Avenue from 12th Street to 8th Street for area residents, businesses and institutions.
- Offers high reliability in both short- and long-term planning horizons.
- Improved signal coordination along Broadway Avenue.
- Strong potential to support investment in corridor growth along Broadway Avenue.
- Provides significant opportunity to improve public amenities and streetscaping.

Disadvantages:

- Loss of one driving lane for other vehicles.
- Requires substantial change to Broadway Avenue infrastructure.

- Produces short-term construction impacts for area businesses and residents.
- Results in the loss of 14 parking stalls.

RECOMMENDATION

That City Council approve Option 3: Broadway Avenue Deferred Configuration Decision, for the BRT system within the Nutana area.

RATIONALE

All options outlined above are viable and compatible with the proposed BRT network and strategy. Considering all factors, the Administration is recommending Broadway Avenue as the most suitable corridor for BRT, because it is a major destination and is within a 400m walking distance to residential, commercial and retail uses. The BRT corridor would connect approximately 54,000 residents with the businesses and destinations on Broadway Avenue. It also connects directly to Broadway Bridge linking the corridor with Downtown.

Deferring the configuration decision of BRT along Broadway provides some of the functional benefits of BRT without the initial investment and construction impacts. This option provides the opportunity to monitor the impacts of BRT along Broadway to traffic flows, business impacts and transit ridership prior to making a decision on the design configuration.

ADDITIONAL CONSIDERATIONS/ IMPLICATIONS

Once the remaining unconfirmed components of the BRT system are approved by City Council (specifically Nutana and Downtown routing and configuration), the City of Saskatoon can proceed with next steps of implementation. This will include obtaining the proper City Council approvals, through future reports to submit the project for federal and provincial infrastructure funding under the Public Transit Stream of the Investing in Canada Infrastructure Plan. The decision on the Nutana BRT route configuration represents a key element of the overall investment required to implement the BRT.

To offset the costs associated with constructing and implementing the BRT in Saskatoon, the City is working with federal and provincial governments on potential funding for various infrastructure projects. The BRT is an excellent candidate project for federal and provincial funding under the Investing in Canada Infrastructure Plan (ICIP). If successful under the ICIP, the City would be required to cover almost 27% of total eligible costs, while the balance would be covered by the governments of Canada and Saskatchewan.

From a horizontal policy perspective, the City's Official Community Plan Bylaw No. 8769 includes a "Planned Growth Map" that identifies Broadway Avenue as a "Rapid Transit Corridor". However, if City Council adopts Option 2: Bypass Broadway – Idylwyld Drive to 8th Street or any other routing for BRT through Nutana that does not align with this

map, the Administration would need to undertake consequential amendments to the Official Community Plan.

COMMUNICATION ACTIVITIES

Following City Council's decision on this and associated BRT reports, the Administration will update the project web page and Engage page with information about the finalized BRT route, including supporting materials, as well as issue a Media Release on the decision. A "BRT Update" communique will be shared with project stakeholders via established channels, including the Plan for Growth and BRT eNewsletters, and social media.

As detailed design and construction planning proceeds, the project team will work with key stakeholders to address specific design and implementation matters throughout BRT implementation.

PUBLIC NOTICE

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

APPENDICIES

1. Engagement Results
2. BRT Summary and Nutana BRT Route Options

REPORT APPROVAL

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BRT Route and Configuration for Nutana/dh

BUS RAPID TRANSIT ROUTING

ENGAGEMENT SUMMARY

Background

Engagement History – 2017 Through Spring 2018

A variety of public and targeted engagements were held in 2017 through spring 2018 to provide information and generate public awareness on a potential future Bus Rapid Transit (BRT) system in Saskatoon, and to collect public and stakeholder input on elements of the BRT plans, such as routing preferences. These engagements included public surveys, information sessions, workshops, and informal conversations.

Input from these in-person and online engagements reflected a general acceptance and support of rapid transit. However, questions and concerns were raised regarding various elements of the proposed BRT system. Key themes heard from the engagements included:

- In general, improvements to the current transit system in Saskatoon would be welcomed, both by the public and by various stakeholders;
- Some mistakenly assumed “rapid” meant the buses would not be following posted speed limits (e.g., school zones on Broadway Avenue);
- Stakeholders suggested site-specific refinements and specific functional improvements, which were provided to HDR Corporation as a functional requirements list to potentially incorporate into the functional plan;
- Several participants expressed interest in the inclusion of a park and ride system;
- Multiple stakeholders on Broadway Avenue and 3rd Avenue (e.g., business and property owners) expressed concern regarding the proposed route selection citing dedicated runningways, traffic flow, parking impacts, business loss, and negative perceptions of transit-related activities;
- Some felt the proposed routes and times would not adequately service the North Industrial area;



- University of Saskatchewan administration, students, and employees were generally favourable of the proposed BRT system, though some were not favourable of moving the station from Place Riel to College Drive;
- Many stated that Saskatoon has always been a “car culture,” and were therefore skeptical that transit ridership would ever appreciably increase; and
- Some business and property owners along Broadway Avenue and in the Downtown area also expressed disappointment that the only routes presented at the in-person engagements were Broadway Avenue with dedicated lanes and 3rd Avenue with dedicated lanes.

These engagements helped inform refinements to the BRT plan. Summaries of these engagements were presented at the Special Governance and Priorities Committee Meeting on June 20, 2018.

2017 & Spring 2018 Engagement Events	Participant Count
March 7 Come & Grow Event	400
In-person meetings - various stakeholders (40)	n/a
Online surveys	2,886
February workshops	112
February open house	51
Living Green Expo kiosk (3 days)	n/a
University of Saskatchewan open house	64
Broadway businesses information session	64
3rd Avenue businesses information session	42
Other come and go information sessions	43



Summary of Fall/Winter 2018 Engagements

The Special Governance and Priorities Committee directed Administration to conduct additional public engagements, with a focus on further gauging public opinion on BRT routing through the Nutana and Downtown areas.



Participants had an opportunity to learn about the various route options for Downtown (1st Avenue or 3rd Avenue) and the Nutana area (dedicated lanes on Broadway Avenue, mixed traffic on Broadway Avenue, or 8th Street to Sid Buckwold Bridge). Participants were also able to indicate if they had a preference for any of these options.

Comparison of Downtown Options		
	1st Avenue	3rd Avenue
Existing Trees and Medians	No change to existing trees. Medians added at transit stations at 1st Ave. and 21st St. and at 1st Ave. and 23rd Street	-7 trees. Median shortened between 19th St. and 20th St. Median extended between 20th St. and 23rd St.
Parking	No change to number of parking spaces along 1st Ave.	+22 spaces
Public Space	Opportunity to improve public space on 1st Ave. between 20th St. and 25th St. (including potential increased pedestrian spaces, street furniture, etc.)	Opportunity to improve public space on 3rd Ave. between 22nd St. and 25th St. Limited opportunity to improve public space between 19th St. and 23rd St. (including potential increased pedestrian spaces, street furniture, etc.)
Vehicle Traffic Impacts	Travel time increases by about one minute during afternoon rush hour between 20th St. and 25th St.	Travel time increases by about one minute during afternoon rush hour between 19th St. and 25th St.
Walking Coverage	Reduced coverage east of 4th Ave. between 19th St. and 23rd St.	Coverage of entire Downtown.
Rider Experience	Most reliable arrival and departure times, transit riders will have an improved station space on the median.	Most reliable arrival and departure times, transit riders will have an improved station space on the median.
# of Bus Routes	3 (existing # of routes 5)	5 (existing # of routes 15)
Impact on All Ages and Abilities Cycling Network	If BRT is located on 1st Avenue, the recommended AAA cycling route is 3rd Ave.	If BRT is located on 3rd Avenue, the recommended AAA cycling route is 4th Ave.
YOUR PREFERRED ROUTE:		

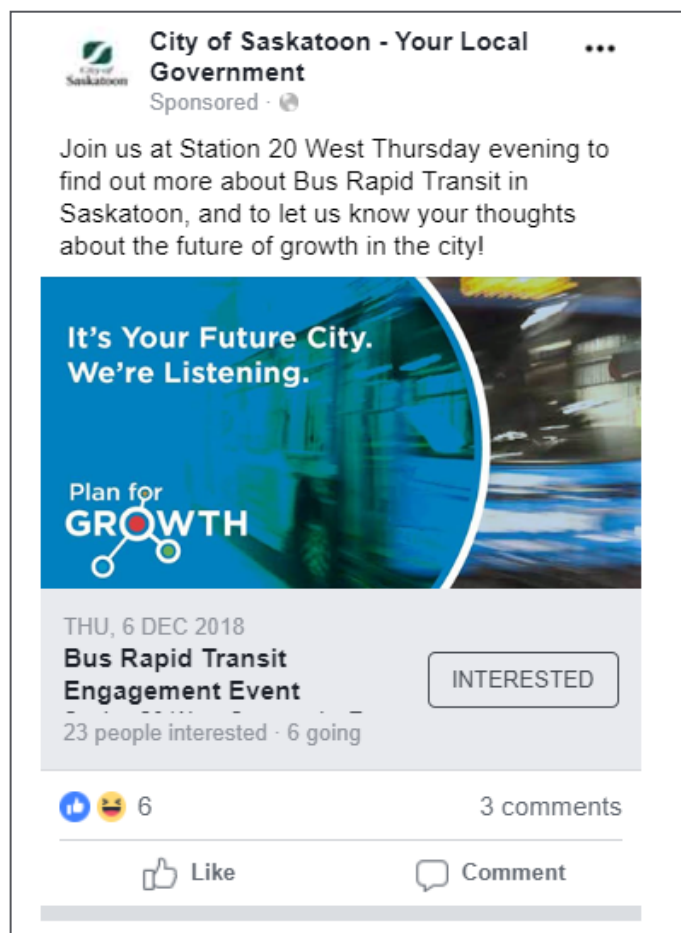
Comparison of Nutana Options			
	Dedicated Lanes	Mixed Traffic Lanes	8th Street Option
Existing Trees and Medians	-10 trees. No change to medians between 12th St. and 18th St. Medians removed/detoured between 10th St. and 8th St.	No change to existing trees or medians	No change to existing trees or medians
Parking	-14 spaces	+19 spaces	+19 spaces
Public Space	Some opportunity to improve public space on Broadway Avenue (including potential increased pedestrian spaces, street furniture, etc.)	Limited opportunity to improve public space on Broadway Avenue at the station location.	No opportunity to improve public space on Broadway Avenue. Limited opportunity on 8th Street at the station location.
Vehicle Traffic Impacts	Travel time decreases by about half a minute during afternoon rush hour on Broadway Avenue.	Travel times on Broadway Avenue unchanged.	Travel times on Broadway Avenue and 8th Street unchanged.
Walking Coverage	Covers all of Broadway Avenue from 12th Street to 8th Street.	Covers all of Broadway Avenue from 12th Street to 8th Street.	Reduced Coverage of Broadway between 12th Street and 11th Street.
Rider Experience	Most reliable arrival and departure times, transit riders will have a separate space to wait, transfers between routes will be easier.	Improved station spaces, transit riders will have a separate space from existing sidewalk where they can wait.	Unchanged on Broadway.
# of Bus Routes on Broadway	4 (existing # of routes 5)	4 (existing # of routes 5)	2 (existing # of routes 5)
YOUR PREFERRED ROUTE:			

Promotion of Events

Engagement events were promoted through various means, including direct mailouts and flyers to targeted businesses and residences along or near the proposed routes through downtown and Nutana, email newsletters, on the City website's Engage pages, free event listings, advertising, targeted posters (e.g., on buses), and through social media.

Sample advertisement (in Saskatoon Express)

Sample Facebook Ad



Flyer and Invitation Distribution

Area	Direct Mail	Flyer Distribution	Total
Downtown	1,051	3,233	4,284
Nutana/Broadway BID/Buena Vista	1,085	7,697	8,782
Varsity View	658	2,680	3,338
Total	2,794	13,610	16,404

There were also 42,682 impressions of BRT engagement event promotions on social media (referring to the number of times this promotional content was displayed on a person's screen on Facebook, Twitter, etc.).

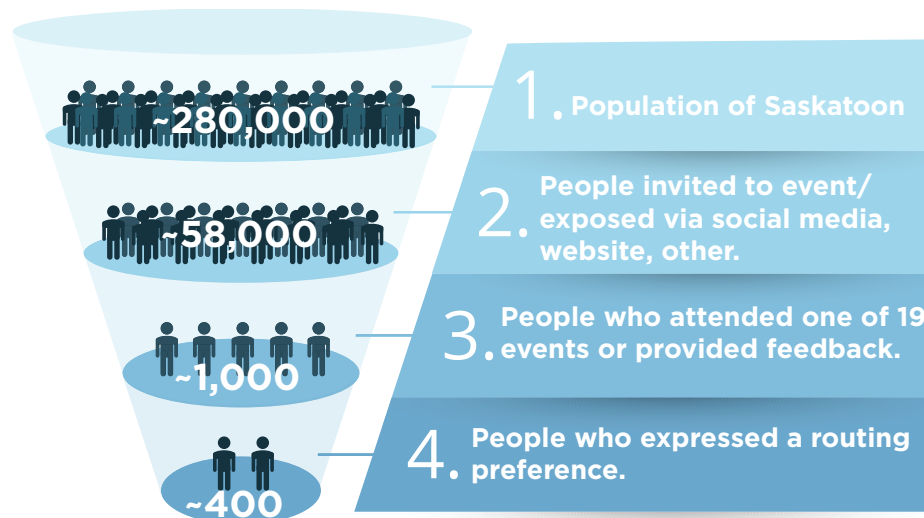
Feedback and Route Preferences

In total, 961 people participated in the BRT engagement events held fall/winter 2018, with 31.6% of participants indicating a preference for one of the downtown route options and 41.2% of participants indicating a preference for one of the Nutana area options. Several participants expressed an appreciation for the opportunity to learn about the various options for routing and each of their projected impacts, as well as the opportunity to provide input on concerns, considerations and preferences.

The table below provides a breakdown of the indicated preferences at the various events:

PREFERENCES GIVEN

EVENTS	Total Attendees	Downtown Options		Nutana Options		
		1st Ave	3rd Ave	Broadway Dedicated	Broadway Mixed	8th Street
Transit operators	55	13	5	15	2	5
Downtown	73	20	13	14	6	14
Nutana	216	64	32	36	31	95
Midtown Plaza	124	10	12	7	10	5
U of S - Place Riel	93	4	22	27	4	2
1st Avenue	6	0	0	0	0	0
Lawson Heights	41	5	2	4	1	5
Centre Mall	52	3	12	9	4	5
Stonebridge	10	1	0	1	0	0
Varsity View	25	10	4	1	1	14
Market Mall	113	8	5	7	10	4
23rd Street Terminal	65	19	19	16	6	10
3rd Avenue	17	4	1	1	1	2
Alice Turner Library	10	1	1	3	0	0
Broadway Avenue	8	1	0	0	1	2
Station 20 West	11	2	3	2	3	1
Confederation Mall	42	1	7	0	3	6
TOTALS	961	166	138	143	83	170
% of total attendees indicating route preference		17%	14%	15%	9%	18%



Overall, of those who indicated a preference for one of the two Downtown routing options, 55% preferred 1st Avenue and 45% preferred 3rd Avenue. Of those who indicated a preference among the three routing options for the Nutana area, 43% preferred BRT to continue past Broadway Avenue on 8th Street to the Senator Sid Buckwold Bridge, 36% preferred Broadway Avenue with dedicated transit lanes, and 21% preferred Broadway Avenue with mixed traffic.

Of note, these totals were heavily influenced by the results from the event in Nutana, which had 216 attendees. Moreover, a relatively high proportion of attendees at this event provided a preference (44% provided a preference for a Downtown option and 75% provided a preference for a Nutana option). Of the total indications of route preferences received at the engagements listed above, over half (56%) of the indications of preference for the 8th Street option and over one-third (39%) of the indications of preference for the 1st Avenue option were received at the Nutana event.

The feedback from the Downtown engagement event, on the other hand, deviated less from the general results than did the feedback from the Nutana event.

Participant Notes From Fall/Winter 2018 Engagements

All comments provided by participants at the engagement events are provided below.

Transit Operators and staff

- Traffic modelling in Calgary may not work the same in Saskatoon
- Need to change perception that only people who use transit are people that have no alternative
- To change the perception of transit we need to address the social issues that create issues on transit
- Need to respect passengers w/ on-time performance the way transit expects operators to be on time
- System should be based on 15/30/45/hour – world doesn't work that way
- Need a big marketing budget to communicate change

Station 20 West

- Stop with new planning & sort out old
- Hampton Village and Mayfair needing faster service, too
- Why not send the Blue Line down Idylwyld Drive to 22nd Street? Don't divert along 25th Street.
- Instead of meridians, let's get bus shelter
- (1st Ave option) More distance to cover for mobility impaired
- (3rd Ave option) Friendlier, shadier people place on 3rd Ave
- (3rd Ave option) Closer to hospital and people services
- (3rd Ave option) Evening safety?
- (Mixed traffic option) Theatre at night for people w/o cars
- (Mixed traffic option) Pedestrian / user friendly place
- (Mixed traffic option) Not rapid for transit
- (8th Street option) Not pedestrian / user friendly

Downtown terminal

- Transit app is not good. Inaccurate.
- Customer is upset that heat and security at BRT stations would still be 4 years away.
- Don't remove the downtown bus mall – make it one block longer
- Keep transit terminal on 23rd St but add gates
- Change back the #60 to how it used to be
- Keep schedule consistent 7 days a week
- Saturdays and Sundays should be the same schedules as weekdays
- Concerned about panhandling and people hanging around
- City is overspending on capital projects
- The current system is great for Montgomery (#62). Don't change it.
- Motion sensor lighting at stations being considered?

Centre Mall

- Buses (like #84) are often overfull now. Will BRT prevent that as City grows?
- Would like to have stroller friendly buses and designated seats for mothers with kids
- Please have live announcements at stations
- In Germany they would have transit staff ride the buses to get info from riders
- Would love the BRT to go down Broadway
- Pedestrian timers at intersections
- Ensure park and ride facilities are secure as these locations are susceptible to theft
- (Dedicated lanes option) Concerned about left turn in front of a bus going straight... how will this work?
- (Dedicated lanes option) Best long-term option. Others are shorter term.
- (Dedicated lanes option) Concerned about construction impacts and impact to traffic

- A downtown arena is a stupid idea. What are you going to do with all the traffic?
- Just because funding is available doesn't mean you have to spend it. Not fiscally responsible.
- Transit priorities should be to reach more communities effectively, not improved public space.
- I do not like the barely used downtown bike lanes, especially how it pushes out parking. Plus it's confusing for drivers.
- Transit only lanes and bike lanes congest traffic and not enough users for that impact
- 33rd and north-west of the city not well covered by BRT
- The airport and North Industrial need good transit access. (Second person agreed)
- Too many stops on Attridge. This will disrupt traffic where there are only two lanes.
- I would like to see the #8 continue to operate
- Need for stops on both sides of Acadia Drive to access mall entrances
- Make sure new Costco area gets good transit access

Confederation Mall

- Delivery trucks will take traffic lanes
- Has purchasing the old Greyhound bus building been considered for purchase to replace the 23rd St bus mall?
- Subways would make more sense because not dealing with surface traffic
- Now is the time for subways in Saskatoon before the City sprawls out further
- Pedestrian walkovers for downtown BRT stations should be considered.
- Concerned about providing incentive to jaywalk with centre station
- Concerned about the price of fare for seniors. Too expensive.
- Close traffic on 2nd Avenue and make pedestrian (for a couple blocks)
- Should be using Circle Drive to get to destinations faster
- Waiting area at Confed for transit not safe because only one shelter outside (people wait inside and

then race outside for their bus).

- Address security issues that exist now at transit terminals
- Buses will just congest the road further

Midtown Plaza

- Could the dedicated bus lanes also be used as a car pool lane (3+ per vehicle)? Done in parts of Toronto
- (1st Ave option) 1st Ave is too far from most downtown destinations
- (1st Ave option) Shoppers at Midtown can catch BRT on 22nd... no need for 1st Ave
- (1st Ave option) Listen to downtown YXE!
- (1st Ave option) Midtown and DTYXE want BRT on 1st Ave... extremely important!
- (3rd Ave option) This is huge – people walk carrying things/kids, don't unreasonably listen to Downtown YXE!
- (3rd Ave option) Pedestrian friendly and residential is best choice for users
- (3rd Ave option) 3rd Ave = rapid transit / 1st Ave = status quo
- (3rd Ave option) 3rd Ave connects to office towers and density (potential new users)
- (3rd Ave option) BRT on 3rd and Broadway where so that we can get to shops, restaurants
- (3rd Ave option) Parking gain is good!
- (3rd Ave option) Air quality for residents needs to be compensated with increase in greenery, etc
- (Dedicated lanes option) Best to get around town for riders

Lawson Heights Mall

- Elders deserve good access to transit... need to be looked after
- Enclosed heat (winter) and fans (summer) for stations
- Concerned with people camping in heated stations
- BRT "live" arrival times in all stations

- Seating in stations
- Ridership support who?
- Dedicated parking for commuters (park and ride stations) at the end of lines
- Keep the local lines on Broadway Ave south of 8th St
- Make public transit more affordable – it's a service not a business
- Move arena downtown
- New downtown arena
- There should be a plebiscite on a new arena
- Offer cheaper monthly pass options
- Love centre lane stations (dedicated lanes)
- Dumbest idea out of City Hall in a decade
- 1st Ave is a vehicle thoroughfare. With losing a lane on Idylwyld, makes more sense to have the buses on 3rd Ave
- Concern for pedestrians who jaywalk. Loss of median means no refuge for people
- Elders deserve good access to transit. Need to be looked after.
- Keep integrity of area with frontages and trees (re: dedicated lanes)
- Need right lane for traffic and property access (re: dedicated lanes)
- JB Black is a good standard. Especially front setback.

Market Mall

- Heated seating in shelters!
- Parking levy on tac – instead of area specific
- The ramps on buses seize up in very cold temperatures
- Drivers shouldn't have to be asked to lower the ramp for seniors

- (College Drive) Place Riel should be a terminal location due to waiting space, heat and safety. Service the customer, not the buses.
- (College Drive) Need to provide sidewalk access to the Fieldhouse
- (College Drive) Modify red line to turn into the Fieldhouse front entrance... can wait inside
- (Dedicated lanes option) I am concerned about the effect this change will have on Broadway businesses. The recent construction on Broadway took 4 times longer than planned and caused major problems for businesses. How long with this take? I like it though.
- (Dedicated lanes option) Parking is lost on Broadway with parking lot restaurants
- (Mixed traffic option) Transit across from high school not ideal – Main / 10th would affect less parking and get closer to where people want to go... shorter walking
- Want transit service back on McEowan for seniors and riders
- Ave T stop – one bus shelter on T south; need one on T north
- Would love to see a rail system like Calgary
- Need more shelters and seats at Confed mall
- Security and vandalism also a concern – security guards at mall terminals
- Talk button direct to transit
- 20th St & Ave M light system should be used on BRT. Need to have a system in place to ensure riders can navigate the system.
- I would rather the current arena be retro-fitted.
- Why not get U of S students to do some planning instead of paying so much for consultants?
- Need space on bus for things like groceries/bags
- You're spending too much money!
- (Centre stations on dedicated lanes) Concern that jaywalkers will cause traffic accidents

Varsity View

- (College Drive) Could you make the two north-most lanes the dedicated transit lanes with a sidewalk station? Easier for student riders and less impact of pedestrians on traffic.

- (College Drive) Don't punish students even more. University is a primary payer – cater to them!
- (College Drive) You will constantly have people pushing the walk light to cross from the centre to get off the bus stop
- (College Drive) It will be a constant interruption to traffic on College
- (College Drive) I don't think it is a good idea for 1,000s of students to cross a major road
- (College Drive) Keep terminal on campus for safety
- (College Drive) Concern that there would be too many students getting off on College
- (College Drive) Can there be a combined station for both Fieldhouse and arena?
- For the amount of money so far wasted, we could have had a referendum
- What are the population estimates around the walksheds?
- (Mixed traffic option) could start with this and transition to dedicated in future
 - o Good suggestion – real test of plan
- (Mixed traffic option) Station between Main and 10th would be more central – better support for both 8th and 12th
- (8th Street option) Do not use Broadway for BRT. There is not enough room and I do not want the character changed
- How come no one got notice of these meetings until late 2018!
- Is this a foregone conclusion? How TRUMPIAN!
- Instead of Red Line going east, it should come down & go to Stonebridge. The whole stretch of 8th St should be serviced by 1 BRT line.
- Why hire an expert from Toronto who cares for nothing except filling his pockets and emptying mine
- North Industrial not well serviced by the BRT

Nutana

- Where there is bike lanes get rid of the parking of cars
- (3rd Ave option) Midtown??

- (1st Ave option) I support BRT on 1st to get bike lanes on 3rd
 - Linking Victoria Ave to 3rd for cyclists makes good sense
- (1st Ave option) 1st Ave is closer to the heart of downtown & all points west. Best location for bus hub b/c of this
- (1st Ave option) First is best!
- (1st Ave option) What downtown residents does this serve!?
- (1st Ave option) Keep all the trees!
- Broadway residents bike and walk downtown
- (8th Street option) I am a senior who is strongly against any Broadway option. It will destroy that street and the community
- (Dedicated lanes option) BRT must have dedicated lanes!
- (Dedicated lanes option) Add a stop @ 5 Corners
- (Dedicated lanes option) Broadway needs (!) the dedicated bus lanes in support business, pedestrians
- How will people know that we have high frequency service? Need signage and way of finding
- Will BRT stations lead to loitering, safety issues on Broadway?
- More buses = more people = a better, more vibrant Broadway
- Buses need to be where business is
- (Dedicated lanes option) Go big or go home! Keep it on Broadway as planned!
- (Mixed traffic option) If BRT goes on Broadway please leave the trees in place and don't make bikes share the only traffic lanes with cars. BRT on Broadway could be great but not at the expense of both the urban canopy and cyclists. The mixed traffic option is the better of the two on Broadway.
- Please extend operating hours to after bar close, at least on Friday and Saturday
- If you choose 8th, Broadway will suffer
- (8th Street option) Save Broadway! Please use this option.
- (8th Street option) This option please.

- Don't reduce the number of stops on local service
- A bus on Broadway will help businesses
- Less parking encourages more walking! Healthy community and healthier planet!
- How many buses in a given time period on Broadway. As city grows, how many more buses will we see on Broadway?
- BRT on Broadway will destroy the commercial community, the walkability, the sense of community between the residential and commercial areas
- 8th Street is residential, please put BRT in a commercial area (Broadway)
- Residents of 8th St off freeway already contend with too much traffic!
- Do NOT destroy Broadway
- What happens when Broadway is blocked off for events?
 - When Broadway is blocked, traffic is sent down residential streets. We don't want redirected traffic.
- Won't shop/eat on Broadway if no BRT
- Please keep BRT off Broadway
- No half measures. Buses don't wreck character or businesses
- Dedicated lanes are the only way for it to be rapid!
- Broadway option provides better access to BRT for more of Nutana
- Service between 12th St and Broadway to 8th St with more stops. Seniors with groceries could not walk too far
- (Mixed traffic option) Better for seniors to access!
- (Mixed traffic option) More accessible!
- Seniors / transit riders don't have service between Main Street and 11th Street on Dufferin Ave, Melrose or Victoria Ave
- Need next bus info at stations
 - especially for people who are unfamiliar with the system

- Consider new options for payment – not everyone has exact change
- Post schedule info at stops – good for new riders and visitors
- Do a lot of consultation with Nutana for future network re-configuration
- Show the 1920 train route (on city map being displayed)
- Public transit direct connection to the airport
- Idylwyld BRT to airport
- (8th Street option) This is more inclusive. Best option Sid Buck
- Sid Buckwold Bridge provides better coverage for people west of Broadway
- 8th for BRT makes sense – transfer at Preston and transfer at 8th for Broadway
- Freeway bridge makes most sense = leave Broadway alone
- Concerned about the costs of the BRT. Tired of tax increases.
- Concerned about the fare going up.
- Sutherland BRT? Need this.
- Current cost / fare structure means it's not economical to use transit
- Need a direct transit connection from Broadway to University
- Students can use these buses
- Want a direct route from Broadway to the U of S
- Please! Electric buses only
- All transit riders are pedestrians!
- The bus BRT will kill business on Broadway
 - oNot
 - o Transit does not kill business – it enhances it. Transit riders are customers.
- aesthetic appeal of station renderings is lacking

- Supportive of queue jumps for buses
- A bit premature. BRT needed first to Warman etc. P4G
- Broadway Ave is a school zone
- BRT will support Broadway businesses
- (Dedicated lanes option) lights do not favour pedestrian crossing west-east across the street
- Shelters may have graffiti / garbage
 - o I've seen vandalism broken glass
- Real time electronic schedules at transit stations
- Raise my taxes if necessary but only electric buses
 - o Yes electric!
- (Mixed traffic option) Artist rendering: not pedestrian friendly looking
- (Mixed traffic option) Artist rendering: This terminal is blocking street view of these businesses
 - o Only when the bus stops!
- Not on Broadway – school zone; heritage site; upscale shops (they will leave)
 - o No we won't leave!
- Why not consider Idylwyld (West and North) for BRT? Development potential.
- Broadway is the only good option. A transit system needs to take people from where they are to where they want to go
- The transit terminal on 23rd killed all the businesses there and is a hangout for problem people (drugs, gangs, etc)
- (Dedicated lanes option) No street parking? Bad for retail!
- We need retail services to support the neighbourhood
- Should have electric notices on wait time for next bus
- This will hurt businesses on Broadway and change the character in a significant negative way

- Design: make it cool, above the fray – build up above roadway
- Tour the city monorail above ground, above cars and pedestrians
- (Corridor planning) This is not going to happen if BRT is on Broadway. It will become a throughway from downtown to the suburbs, ignoring neighbourhoods and local businesses
- Concern with increase in buses over time as city grows. Worried it will be more than 30/hr
- (Engagement) Too easy a format. Town hall setup not in City Hall out at community centres
- (Dedicated lanes) When I bus home and my transfer is downtown or my stop is on Broadway, I usually go shopping before walking home. When my stop is on a residential street, I don't
- (Dedicated lanes) New merchants are building – are they going to succeed
- (Dedicated lanes) Reducing parking improves human scale and comfort!
- (Dedicated lanes) Pressure on cyclists on Broadway will be horrendous with BRT
- (Dedicated lanes) Concerned about safety if on Broadway
- (Dedicated lanes) Broadway is a walking street. \$ spent on revitalization wasted
- (Dedicated lanes) We need to keep all the trees we can! Emerald Ash Borer & Cottony Ash Psyllid are going to kill / have killed enough trees. The trees on Broadway are a huge part of what makes it a beautiful street.
- (Dedicated lanes) Cyclists coming up Broadway Bridge forced to converge with 2 -> 1 lanes of vehicle traffic – dangerous
- (Dedicated lanes) How do cyclists manage with 1 lane?
- (Dedicated lanes) All bike traffic would have to go down the side streets
- (Dedicated lanes) Bottleneck at bridge
- (Dedicated lanes) This is a public elementary school – will a transit station on Broadway move the same crowd as downtown?
- (Dedicated lanes) What happens when Broadway is closed (Fringe, etc)?
- (Dedicated lanes) We paid for infrastructure development 2 years ago that affected retail operations for a full summer. Now we'll face the same thing again taking up Broadway for dedicated lanes. Not good for businesses, period!!

- (Dedicated lanes) If we don't do this plan, Broadway will lose out. No half measures!
- (Dedicated lanes) Accessibility important – Barrier free design important – wider sidewalks
- (Dedicated lanes) Love the idea of a dedicated bus lane generally. But on Broadway, putting cars and bikes in the same lane is an even bigger risk to cyclists than the current 2-lane setup. I am currently confident riding in traffic on Broadway b/c I know the cars can change lanes and go around me. Lots of other cyclists I know are not as confident even now so there is no way they'd consider riding on Broadway if there's only 1 lane for us all.
- (Dedicated lanes) Relax. It's just a bus.
- (Dedicated lanes) People aspire to "village life." Broadway has that. BRT will cut this in half. (See Seattle)
- (Dedicated lanes) Don't want dedicated bus lane – more buses = more dirt/dust for outdoor patios on Broadway. Also Broadway 360 promotes walking, which will be tougher with extra bus fumes for some.
- (Dedicated lanes) The BRT on Broadway would divide Saskatoon and community – bad idea
- (Dedicated lanes) As a cyclist, worried about biking in same lane w/ people driving and trying to parallel park, and impatient drivers
- (Dedicated lanes) Don't destroy Broadway this way
- (Dedicated lanes) Buses don't wreck "character"
- (Dedicated lanes) Angular parking on Broadway. This way you gain parking.
- (Dedicated lanes) Need to build density so there can be structured parking
- (Dedicated lanes) Loss of parking hurts residents
- (Dedicated lanes) This aligns with Broadway 360.
- (Dedicated lanes) Need underground parking
- (Dedicated lanes) Street parking is necessary for business success at the moment
- (Dedicated lanes) Would increase traffic flow over time (more riders = fewer cars)
- (Dedicated lanes) Very dangerous option for cyclists
- (Dedicated lanes) Not a fan. Bad for cyclists.
- (Dedicated lanes) This is by far the worst option!

- (Dedicated lanes) Concern with kids and teens being hit by bus with increased traffic
- (Dedicated lanes) Lots of jaywalking!
- (Dedicated lanes) The centre bus station does not muck up the street the way the ones on sidewalks would
- (Dedicated lanes) Leave the trees on the median
- (Dedicated lanes) Concerns with safety – jaywalking, safe street crossing
- (Dedicated lanes) Keep the trees!
- (Dedicated lanes) Without the BRT, Broadway may continue to decline. BRT will bring back vibrancy.
- (Dedicated lanes) Fix timing to cross street
- (Dedicated lanes) BRT down Broadway will kill business
- (Dedicated lanes) Oskayak School asked for removal of shelter due to students smoking – will happen again
- (Dedicated lanes) BRT will only hurt business on Broadway
- (Dedicated lanes) Concern with impact to business levels and property value
- (Dedicated lanes) Will bring more people to Broadway businesses in addition to destination shoppers
- (Dedicated lanes) Removing meridians and trees will be detrimental to the character of Broadway
- (Dedicated lanes) Broadway is very unique. Leave it alone. Don't destroy it.
- (Dedicated lanes) Concern with impacts to trees/meridians and cost of lost infrastructure
- (Dedicated lanes) No!
- (Dedicated lanes) Totally disagree with proposals for Broadway and net loss of parking. You will ruin Broadway.
- (Dedicated lanes) One lane of traffic each way at top of Broadway Bridge? Huge bottleneck cyclists?
- (Dedicated lanes) Great for Broadway!
- (Dedicated lanes) How is the Broadway route connecting to higher density?

- (Dedicated lanes) If it ain't broke, don't fix it. It ain't broke.
- (Dedicated lanes) Retail is changing and so is Broadway
- (Dedicated lanes) Need minimum heights for buildings
- (Dedicated lanes) What about all the events on Broadway? We will lose them!
- (Mixed traffic) Many merchants fear that the BRT will deter customers coming to Broadway for the specialty shop experience.
- (Mixed traffic) People come to Broadway for a peaceful heritage experience – something that the BRT will destroy.
- (Mixed traffic) Better than dedicated lanes
- (Mixed traffic) No!
- (Mixed traffic) Terrible idea. No longer BRT and impact on ambience a lot greater.
- (Mixed traffic) Keeping the neighbourhood pedestrian friendly is essential to the health of Broadway. Already hard to cross the street.
- (Mixed traffic) Stop. I want Broadway to be as is. We need to help existing businesses recover from last year's replacing infrastructure. No BRT on Broadway.
- (Mixed traffic) Better buses, more business
- (Mixed traffic) Likely the best option – people can get to Broadway – doesn't change the feel of Broadway – safe transportation for people leaving pubs
- (Mixed traffic) I always take bus uptown or to Broadway, especially if drinking. Otherwise I avoid both. Best option.
- (Mixed traffic) Temporary fix won't work
- (Mixed traffic) Best option.
- (Mixed traffic) Best option.
- (Mixed traffic) Any bus on Broadway or 3rd should be electric so it's more pleasant for pedestrians
- (Mixed traffic) The buses need to run down Broadway
- (Mixed traffic) Lights will not be good for pedestrians going west-east. BRT needs green.

- (Mixed traffic) Electric please
- (Mixed traffic) Stations along the side take up too much space! Centre loading is better.
- (Mixed traffic) Bus stop at 5-Corners would cause a lot of traffic buildup
- (Mixed traffic) Keep 2 lanes of car traffic
- (8th Street option) BRT should focus on commuters, not "building business." Connect me to my destinations
- (8th Street option) Best and least harmful option
- (8th Street option) This option needs another station at McPherson
- (8th Street option) Best option – please keep BRT off Broadway
- (8th Street option) Don't think people will walk down to Broadway from here
- (8th Street option) This option keeps Broadway Ave intact
- (8th Street option) This option also serves Buena Vista and Riversdale areas
- (8th Street option) Am in favour of the Idylwyld option: best traffic flow; maintains the Broadway district's unique business and walkable area
- (8th Street option) By far the best – in fact the only option that makes any sense
- (8th Street option) This won't work. No stops on the freeway
- (8th Street option) Allows BRT to actually be rapid. School zones on Broadway negate the R in BRT
- (8th Street option) Keep buses on busy streets like 8th and Sid Bridge. Good plan here.
- (8th Street option) 8th Street and Eastlake crossing needed for this location
- (8th Street option) This is the quickest option and will sell best. Increase ridership.
- (8th Street option) This route seems very indirect...
- (8th Street option) A station/stop on corner of Lorne/8th St serves Buena Vista
- (8th Street option) Acceptable 2nd choice
- (8th Street option) BRT on Idylwyld to 1st Ave N/S – Bikes on Victoria to 3rd Ave N/S

- (8th Street option) These bus stops should act as a gateway for Broadway. Make them unique and specific to this community
- (8th Street option) Best option by a mile
- (8th Street option) Best option
- (8th Street option) Best option
- (8th Street option) Yes
- Real cities have buses and get by just fine (and have all nature of businesses)
- (1st Ave option) Fewer “mom and pop” shops of 1st Ave = better
- (1st Ave option) Best option! Best destination!
- (1st Ave option) Best option considering access to new towers at River Landing
- (1st Ave option) Do not put a BRT on Broadway – Midtown pays big taxes and wants the route on 1st Ave – SB Bridge + 8th Street only sensible decision
- (1st Ave option) Difficult for elderly, disabled and families to walk from 1st to downtown destinations – easier from 3rd
- (1st Ave option) Best option
- (1st Ave option) Best option
- (1st Ave option) 2 blocks is a long way to walk to midtown for senior citizens – many destined for Midtown
- (1st Ave option) Prefer 1st
- (1st Ave option) 5 blocks is a long way to walk to the river
- (1st Ave option) This is a half measure that will be a missed opportunity
- (1st Ave option) 1st Ave is the best vehicle route. 3rd Ave makes more sense for BRT
- (3rd Ave option) Best option – will increase traffic in all DT areas – will increase business opportunities on 3rd
- (3rd Ave option) 3rd Ave only making a comeback and a BRT there will destroy it again

- (3rd Ave option) Make 4th Ave one way N and 3rd Ave one way S
- (3rd Ave option) Whether 1st or 3rd, DO NOT put BRT on Broadway
- (3rd Ave option) Better for seniors
 - o I'm a senior and I disagree. Broadway would be destroyed as a cultural hub and a "gem" of local businesses
- (3rd Ave option) Bad idea
- (3rd Ave option) Combine this with the Sid Buckwold Bridge option. Best.
- (3rd Ave option) I would prefer 4th Ave
- (3rd Ave option) Consider engaging at seniors' homes to ask about their preference
- How can construction occur outside of summer?
- Bus mall downtown killed nearby businesses
- Compensation given to businesses in other cities (re: construction)
- So we end up losing our boutiques and gaining a bunch of fast food and convenience stores? No good!
- In Seattle (I think), according to the SREDA report, 50% of businesses along BRT route lost 50% of their business
- Less parking spots = more active transportation = less business activity
- Electric buses
- I wish this were true, but it isn't really (re: bus riders being frequent customers)
- Bikes reduce carbon, not cars and parking spots
- Get the buses right first, right now. 2-4 people ride each bus on Broadway. Never full. Broadway is a walking street. 8th St is cars
- What is increased ridership?
- Need service after bars close
- Broadway is double school zone. 30km speed and events forcing rerouting

- Electric buses
- Villages are the best public areas. Broadway is a village. Leave it alone.
 - o Broadway is also part of the city at large. Think outside the neighbourhood box!
- Broadway has all the potential BRT would bring already! Leave it alone!

Alice Turner Library

- Would be good if there was a way to communicate to passengers when a bus is an extra bus
- Currently issues getting reliable information from Google maps
- Extra buses on the #45 have people waiting on the bus and then the other #45 (44) goes by while waiting
- Current service has taken away service from Central and moved it to Egbert. It negatively impacted current riders and limited their mobility
- Ensure the transit plan, BRT and local bus service provide good coverage to common destination in a neighbourhood
- Mexico City created an app that allowed them to map transit very quickly. Was on CBC.
- Want better access to neighbourhood amenities and services. Sutherland and Forest Grove. Also Civic Centres.
- The launch is crucial for success – perhaps free ridership (staggered geographically) at launch to promote ridership
- Would like to not have to transfer at campus
- Anyone who doesn't go to campus, the changes have made the commute longer
- Happy because bus terminal in downtown will be removed
- Keep the stations clean. Heating, high frequency & reliability is a big positive
- Get people on the bus once the system is implemented
- Preference to enter U of S for BRT for dropoff due to jay walking concerns
- Concern about crossing at College Drive – people will be jaywalking

Place Riel

- Concern with snow clearing interfering
- How will the College Drive station for U of S be pedestrian safe during peak times?
- Why can't we adopt this model right away without the infrastructure?
- Need to have a good connection airport
- Love the idea of decreasing the dependency on cars
- Why double up on 22nd and not run a line down 33rd?
- Station should be on west side of Confed
- Go talk to high school students, Univ and Polytech students
- Snow needs to be kept clear on all bus stops and sidewalks (for accessibility)
- Planners should ride bus to understand system – different routes / times
- Paving stones a problem for wheelchairs (also sidewalk variation)
- I want to vote on these options and a plebiscite should be offered
- Dedicated lanes concerns:
 - o access for children to schools and cultural schools
 - o safe streets or children and elderly residents
 - o Is there a plan to implement meter parking on side streets to increase parking turnover
 - o is there a guarantee to return market value on property (exclude market forces) or will property tax be reflected accordingly
 - o Is there a plan in place if projected models from or based on other cities doesn't meet expectations
 - o If the move to dedicated lanes goes through, recommend meter on side streets be extended
- Be aware of municipal systems that will fall apart based on the federal government overspending

Downtown

- (8th Street option) Put a Louise Ave stop

- (8th Street option) Future potential for density – marketable
- (8th Street option) This option is not pedestrian or resident friendly. This option is for people with cars.
 - o Also not for people with mobility issues
- (8th Street option) Disappointing option... Transit riders want to go to the same places as drivers! Won't change bus rider stigma
- (8th Street option) Excellent option. Easy coordination of lights. Includes Buena Vista
- (8th Street option) Beneficial for workers
- (8th Street option) Better connection to Wheatland and WDM. If it's an efficient bus service people will use it.
- (8th Street option) Best for Broadway
- (8th Street option) Best option
- (8th Street option) Less expensive option
- (8th Street option) Best option for including Buena Vista, making the city more inclusive
- (Mixed option) Doesn't serve the community. 12 buses are enough we walk and bike
- (Mixed option) Will no longer be a pedestrian or heritage area
- (Mixed option) This isn't an improvement on what exists already and isn't BRT
- (Mixed option) Decision should be made not by emotion, but by intelligent experts. Not politics.
- (Mixed option) Doing this option will lead to dedicated lanes in the future
- (Mixed option) Concerned that because of lights being coordinated people won't be able to cross
- (Mixed option) Only token change
- (Mixed option) Won't increase the # of people accessing Broadway
- (Mixed option) Slower than Sid Buckwold. School zones make it slow. Buses will pollute, shake buildings, make noise
- (Mixed option) Concerned about increased crime / vandalization

- (Mixed option) Beautiful cities have always conserved an area; that is Broadway
- (Dedicated lanes option) BRT makes eminent sense for pedestrian and heritage focused street
- (Dedicated lanes option) There is not enough bus riders to warrant the cost of this option: destroy business, no parking, bus riders don't shop on Broadway
 - o ?!? YET
 - o This is classist and assumes people who use transit aren't shoppers, which is untrue
 - o We must look beyond parking woes of today to see benefit for tomorrow
- (Dedicated lanes option) I am worried about lack of parking which is a problem now
 - o Take a bus
- (Dedicated lanes option) Will hurt business on Broadway – no place to park
 - o Take a bus
- (Dedicated lanes option) Concern about seniors' lack of access to centre stations
- (Dedicated lanes option) Most reliable for riders
- (Dedicated lanes option) BRT on Broadway will maintain strong connection with downtown
- (Dedicated lanes option) Doesn't serve the community. 12 buses are enough. We walk and bike.
- (Dedicated lanes option) No longer be a pedestrian or heritage area
- (Dedicated lanes option) Jaywalking @ high school
- (Dedicated lanes option) I count 10 cars a day parked in the bus stop. Not enough parking.
- (Dedicated lanes option) As a condo owner near 5 Corners, I may lose \$ on my property if transit is not close by
- (Dedicated lanes option) Put transit stops where the rider destination is, not where you know it is not
- (Dedicated lanes option) Do vibrations from buses impact building stability?
- (Dedicated lanes option) Why take out the boulevards and trees?
 - o Put somewhere else

- (Dedicated lanes option) With dedicated transit lanes, when the bus doesn't run at night can cars use the lanes?
- (Dedicated lanes option) Need BRT dedicated lanes for Broadway to avoid bottlenecks and get riders home faster
- (Dedicated lanes option) Best option. Will bring people to Broadway.
- (Dedicated lanes option) Could gain parking by running angle parking west of 9th St
 - o Please don't. Angle parking is terrible for traffic flows.
- (Dedicated lanes option) Broadway dedicated centre lanes is my preferred option
- (3rd Ave option) 3rd Ave more central
- (3rd Ave option) If the analysis points to one route being best, do that
- (3rd Ave option) Respect \$ spent on existing infrastructure
- (3rd Ave option) Concerns are coming from voices of those not taking transit – they are car drivers not thinking about the needs of riders
- (3rd Ave option) Think about impacts of buses on old buildings (vibrations)
- (3rd Ave option) Snow is currently windrowed and stored in middle of road for a min. of 72 hrs past snowfall. A new strategy will be required with an increase in cost of maintenance
- (3rd Ave option) Why remove new boulevards and trees that taxpayers recently paid for when the route could go somewhere else?
- (3rd Ave option) Best option – middle of DT – lots of biz
- (3rd Ave option) Take into account taxpayers (cost) and consumers – don't like either BRT or AAA
- (3rd Ave option) Even coverage of downtown is key
- (3rd Ave option) 3rd Ave makes sense = it's central and has more downtown coverage
- (1st Ave option) 100% better – better destination
- (1st Ave option) Easy to say "they" should so that, but need to walk in others' shoes

o On a cold day, try experiment with business owners walking from Bessborough to 1st and wait for transit. See if acceptable

- Sutherland and Forest Grove lose! Should not favour suburbs over Central Ave and 115th St
- Traffic congestion and Attridge and Central is already very bad for drivers. Perhaps adding a major hub is then going to worsen it.
- Proper education and marketing for BRT
- Evening / weekend service needed – people work all day and all night and buses don't reflect that
- Green/red line across University Bridge could be rough – already congested
- Why double red/green down 22nd instead of coverage to 33rd?
 - o Agreed
- Can this be converted to a tram system at a later date?
- Isolation of west-side residents a safety, affordability and inclusion concern
 - o Agree
 - o Agree
- Would it make sense to have BRT to the airport?
 - o Agree
 - o Agree
 - o Agree
- Midtown plaza – people prefer #19 every 10-15 minutes, not every 30 minutes
- Connections to BRT have to be good with not too far to walk or people won't use the bus any more than today
- Route 5 needs to stop on 24th & 6th Ave – too long a walk for people with disabilities
- Allow 3 hours of transfer time – It gets expensive
- I vote for the BRT on Broadway – that's where all the people and shops are
- How are we going to change the culture around public transit in Saskatoon? The success of this requires ridership

- How do we afford transit pass is other transportation needed for timely, reasonable use on evenings / weekends... 1 hour or more after movie not reasonable
- Lot of potential for development at Lorne Ave in the future... has that mainstreet village feel
- Include increased summer and winter road maintenance costs in life cycle of project – new operational strategies and equipment will be required
- Long lights and speed of traffic means difficult to cross 8th St and get on/off
- Connections into Fieldhouse important for seniors
- BRT has to connect well to local services
- 8th St curb lane from Broadway to Moss should be right turn only except buses in both directions to reduce congestion and improve buses
- I can't run too fast. Try to catch other bus because of disabled walker.
- "Park and ride" is important to success of BRT
- Do I have to pay twice? Consider a day pass in lieu of 1-way fare
- Planners should ride the bus to understand the experience – what riders and drivers need
 - o Agree
 - o Agree
 - o Agree
- Consider heated bus shelters that require a ticket to enter
 - o Warming shelter for all in need! More inclusive communities needed
- Free bus! (like U of S)
- Bike packing (at stops)
- 5 min wait

Emails to BRT Engagement Team

1. (January 21, 2018)

I really appreciate the City of Saskatoon being so pro-active about public transport. I am not currently living in Saskatoon, so it is hard for me to be active at meetings etc. I would just like to give my 2 cents about the future of public transport in Saskatoon. This is a huge deal as the population grows. To be able to get around without a car is something that would be my goal if/when I move back to Saskatoon. I would prefer to bike anywhere 20 minutes or less and take public transport for anything over 20 minutes. I currently live in Berlin Germany, and this is how I do it here. Obviously Europe has been perfecting there transportation systems for decades, so it is very efficient. But like I said, the fact that Saskatoon is doing so much research and planning is awesome. 5 years ago I lived in Willow Grove and tried to use the bus to get downtown. It really was a nightmare. It took me about 90 minutes. I am excited to see the new plans and am encouraged to see ridership up 8.5% in 2018.

Keep up the good work and lets make Saskatoon the best public transportation city in Canada!!!!!!!

2. (December 18, 2018)

I want the route to be 1st ave -Idylwyld. Please do not destroy our iconic Broadway. The BRT will not bring additional business to Broadway but will increase loitering and all the other negatives experienced on 23st. Remember the hype on 23rd st and then the disappearance of businesses and buildings. Broadway is the highest tax base in Saskatoon why would you want to lose that? History says you will.

A further comment. I just negotiated 4 renewal leases in the last 3 months all were for less money and all cited the BRT on Broadway the negative impact is already effecting our businesses.

3. (December 24, 2018)

The past few times that I'm in shelter waiting for the No. 6, I've been thinking about what could realistically enhance the experience. My thought is a rubber standing surface instead of the typical concrete slab. A rubber surface is softer to stand on, but more importantly—it's warmer to stand on than concrete. I'm not sure about your office, but not many ppl over here wear Sorrels to work in the winter and instead opt for a shoe of some type. At any temp below 0, and especially around the -15 and colder a shoe has next to no insulation and the cold of the concrete sucks the heat out of your feet making you feel cold.

I know it's not overly practical to replace existing shelters, and topping existing concrete slabs with rubber could create ADA issues. However, from a new shelter perspective, designing for a rubber standing surface would be easy.

I would anticipate Shercom Industries (or whoever) could fabricate a rubber standing product that would be suitable for a shelter floor application.

4. (December 19, 2018)

It would be a horrible mistake to have buses blasting down either 3rd Avenue or Broadway Avenue. I believe that doing this will decimate the businesses there.

5. (December 18, 2018)

No BRT on Broadway

6. (December 12, 2018)

My preference is for the route to be made over the Idylwld bridge. It allows for service along the full length of 8th Street. Additionally, with two school zones along the stretch of the proposed Broadway route I'm wondering how rapid the movement of passengers will actually be and how safe the street will be for school children.

As a business owner I know the impact the infrastructure work a few years ago had on my Broadway business. I feel the work to install the transit route would be detrimental if not fatal to many businesses on Broadway.

7. (December 12, 2018)

Dear Mayor and City Councillors,

The BRT must be a community effort. When community members are against a project it has little hope of being well received or of its success.

The residents of Nutana are largely against the BRT going down Broadway. Most store front merchants are against the BRT going down Broadway. Those who expressed a view from Varsity View are largely against the BRT on Broadway. Downtown Open House showed that people favoured Sid Buckwold Bridge not Broadway. The Heritage Society which represents many Saskatonians stands against BRT down Broadway. Saskatoon Tourism, representing many businesses and residents stands against the BRT running down Broadway.

The BRT running down Broadway will cause irreparable division in our community.

The community has voted for you to represent us. Clearly we have stated NO BRT on Broadway please.

We are counting on you to represent us.

8. (December 6, 2018)

Hello, On your plan for this intersection I noticed that College Drive will be expanded from 2x3 lanes to 2x3 PLUS 2 bus lanes where, to complicate things, buses will drive in opposite directions. As a pedestrian who crosses College Drive on a regular basis, I find your solution simply abhorrent. I guess that pedestrian crossings of College Drive are, by their location, the busiest in the city. So extra special attention for the needs of pedestrians on this section of road should have been fundamental in your project. But I do not see any of that.

I fully expected that you would have gone from 2x3 lanes to 2x2 for private vehicles plus 2 lanes for public transport. That is what I see being done in European cities and that seems totally logic to me. That is the ONLY way we can curb traffic downtown and make the Saskatoon city centre 'livable' again.

This proposal to me is a BIG disappointment. Everyone is a pedestrian at some point. If we do not force people out of their cars and into public transport, this BRT exercise is wasted taxpayers money. Thank you.

9. (December 19, 2018)

Although I can certainly appreciate the need for improved bus routing and scheduling in the city, I wish to state that I am very much against the BRT Nutana /Broadway routing option.

I see the proposal as not only changing the essence of an historic Saskatoon neighbourhood, possibly beyond redemption, without any perceived benefit to the residents living there, but also incurring substantial unnecessary additional implementation costs, over the seemingly more sensible alternative; the Senator Sidney Buckwold Bridge route.

In addition, from the private vehicle perspective, I can foresee that driving down Broadway Avenue from 8th Street across the bridge would be an exercise in total frustration if the proposed changes are put in place, as even under the present circumstances, the road is consistently a traffic bottleneck.

I know that the 'pat' answer to this last point, will predictably be, 'well then take the bus'; however, for many reasons, that option is not always convenient. For better or worse, it is basic fact of life that we live in a city where tens of thousands of private vehicles still negotiate it's roads every day and, the situation will likely remain this way for the foreseeable future. It is undoubtedly the wish of all of us to see the reliance on private vehicles as a source of transportation reduced, but in the meantime there has to be a meaningful awareness and effort made by the public transit system, to also accommodate the needs of these motorists.

10. (December 4, 2018)

I think a circle drive route should be added that only stops at a 3 stations- North Lawson, South Stonebridge, West Confed to make it easier to get to different parts of the city.

11a. (November 17, 2018)

We would like to add our names to those opposed to the bus-only lanes on Broadway Ave. Broadway is one of the few areas in Saskatoon that functions extremely well for pedestrians, bicyclists, public transit and motorists. The commercial enterprises are doing well because local people as well as those from other neighbourhoods enjoy the ambience and come to shop there. We also have popular events such as the Fringe Festival that would not be compatible with a BRT corridor.

While we are certainly in favour of improved public transport, it makes no sense to destroy a well-functioning business area by turning it into a BRT corridor. "Bus Rapid Transit" means just that, and it makes more sense to have those buses going rapidly down 8th St. across the Sid Buckwold Bridge to downtown. Of course, a BRT corridor only works if there are feeders to that corridor and the buses that now run on Broadway Ave. will serve very well as those feeders.

11b. (November 21, 2018)

"Cities that have introduced this type of public transit have seen increases in ridership, residential development and property values". I hope you will not use this rationale for touting this plan. Our neighbourhood does not appear to have any problems with residential development, because it is already

considered to be a very desirable neighbourhood to live in. In fact, we have a lot of infill housing going up pretty consistently and the property values are already high. And as I mentioned before, the businesses are already doing well.

You are right to mention the disastrous effect of the 23rd Street bus mall. If you miscalculate, it will take a very long time for our neighbourhood to recover. Yes, revamp the transit system, but I would ask again, if a neighbourhood is already working well, why would you even consider jeopardizing it?

12. (November 29, 2018)

The rapid transit needs to go along 8th street.

Please do not ruin Broadway Avenue – the businesses, the street fairs, the outdoor cafes and dining in summer – this is what attracts people to live here, shop here, dine here.

I notice that the hours you offer at various locations for transit user input is limited to morning and early afternoon users – why is that?

Please, please do not ruin Nutana.

13. (November 22, 2018)

Currently the city is planning for rapid bus service. I think improving the regular bus service should be a priority. When my kids were in school, they often were late due to buses that did not follow the schedule. If you look at this discussion on the Saskatoon sub-reddit, you will see that things have not changed:

https://www.reddit.com/r/saskatoon/comments/9zaygh/how_reliable_is_transit/

People wonder why transit is under-utilized in this city. There is talk about the schedule being too infrequent or not available late at night. I think it starts with people not being able to trust the schedule you already have. If the bus arrives every 5 minutes and is not on schedule, not a problem. If it only arrives every half hour and is late or worse early, that's a problem. People who take buses typically have the sorts of jobs where flex time is not an option.

14. (November 26, 2018)

I would like to voice my objection to having bus rapid transit lines running down Broadway Ave and 3rd Ave. I believe these streets would be poor choices to restrict traffic from. I work on 3rd Ave downtown, and live in Buena Vista near Broadway. I also work with a restaurant on 3rd Ave, and having no street traffic in front of their restaurant would be a disaster for their business. Thanks very much for considering other options about the future of our transit system.

15. (November 26, 2018)

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I believe these streets would be poor choices to restrict traffic from. I work on 3rd Ave downtown, and live in Buena Vista near Broadway. I also work with a restaurant on 3rd Ave, and having no street traffic in front of their restaurant would be a disaster for their business.

Thanks very much for considering other options about the future of our transit system.

16. (November 19, 2018)

I was able to attend the November 8th information session at Emmanuel Anglican Church. I was very impressed with the displays and staff that were on hand to answer questions. The cycling network is long overdue and I totally support the initiatives for more bike lanes. Numerous studies have shown that cycling numbers increase and accidents decrease as cycling infrastructure is put in place. I love the lanes on 23rd street and 4th avenue.

Regarding the BRT routing, I feel strongly that we need to have this going down Broadway Avenue if we have any hope of it being used. I don't understand how folks think there will be any ridership if the routing takes it across the freeway bridge. A mixed traffic approach on Broadway seems like the best solution to deal with some of the concerns. Reducing the speed limit to 30 km on Broadway would help cyclists feel more comfortable riding in the traffic. I do a lot of cycling and avoid riding on Broadway because of the traffic speed. Finally, the buses should run later on the weekend to help folks get home after the pubs close.

I applaud the city for the vision to look at alternatives to the automobile model. There is a lot of resistance to change on this front but I think that the successful initiatives from other cities should encourage all of us to look at these alternatives. Keep up the good work.

17. (November 13, 2018)

Unfortunately I was unable to attend the Come and Go Engagement Session held on November 8, 2018 but would like to express my opinion. As a resident of the Broadway area and an employee of one of the shops located on Broadway, I would like to say that I am TOTALLY opposed to the routing of the BRT over the Broadway Bridge OR down Broadway Avenue. I am not against the BRT just feel VERY strongly about where it is routed. It does not need to be routed down the center of one of our VERY FEW historic walking areas in the entire city of Saskatoon. There are several schools, outdoor cafes, not to mention festivals being held on Broadway and I do not feel rapid transit is AT ALL compatible with these. There is absolutely NO reason why it cannot take the Idylwyld South Option and have a stop at the corner of Broadway and 8th Street. I STRONGLY feel that Broadway should remain a walking/historic area and is NO place for a BRT system. We are not promoting a healthy lifestyle if we are unable to walk the mere half dozen blocks that the Broadway District consists of. We are no where near the size of some of the other cities that were used as comparisons. I feel we should be promoting physical activity (walking and cycling) and would even rather see the street from Five Corners to 8th Street closed to ALL vehicle traffic.

18. (November 10, 2018)

NO BRT ON BROADWAY please, the BRT Station at the corner of 8th and Broadway and regular bus service down Broadway is enough for Broadway Transit.

19. (November 16, 2018)

I feel not safe place on First Avenue night time because I am Woman and disabled cerebral palsy with walker. That is very dangerous for night! Also daytime is very dangerous too!! I prefer use 3th Avenue more safe for women. Thanks very much!!!

20. (November 17, 2018)

We would like to add our names to those opposed to the bus-only lanes on Broadway Avenue. Broadway is one of the few areas in Saskatoon that functions extremely well for pedestrians, bicyclists, public transit and motorists. The commercial enterprises are doing well because local people as well as those from other neighbourhoods enjoy the ambience and come to shop there. We also have popular events such as the Fringe Festival that would not be compatible with a BRT corridor.

While we are in favour of improved public transit, it makes no sense to destroy a well-functioning business area by turning it into a BRT corridor. Bus Rapid Transit means just that, and it makes more sense to have those buses going rapidly down 8th St. E., crossing the Sid Buckwold Bridge to downtown. Of course, a BRT corridor only works if there are feeders to that corridor and the buses that now run on Broadway Avenue will serve very well as those feeders.

21. (November 7, 2018)

I'd like to voice my opposition to the planned Broadway-3rd ave plan for rapid transit. It makes no sense to close traffic and parking lanes on the two streets that currently encourage pedestrian traffic on Broadway and through traffic on 3rd ave. Sid Buckwold bridge and first ave make much more sense for rapid transit with 1st ave being central to downtown with the development on the other side of Idylwyld and the Midtown Plaza and large office towers on 1st ave. 3rd ave is now the main artery downtown with 2nd and 4th ave now bike and pedestrian friendly. 1st ave has very little in the way of small storefront retail shops while 3rd ave is comprised heavily of the aforementioned.

22. (November 6, 2018)

I think option 3 is a better alternative (Sid Buckwold Bridge). Broadway must be preserved for what heritage is left. Thank you.

23. (November 7, 2018)

I am resident of Evergreen, but I grew up in Nutana and my parents still live there. We visit the area frequently and enjoy walking around Broadway and the surrounding streets. I am concerned that the BRT travelling down Broadway would significantly impact the walkability of the street. Further, with 2 schools, 2 school zones, and

lots of children, bikes and pedestrians, extra passing buses could compromise the safety and take away the enjoyment of walking down Broadway. I would strongly support the bus running down the Idylwyld Bridge and down 8th St. Thank-you for your attention.

24. (November 7, 2018)

please DO NOT put the BRT on Broadway or Third Avenue.

25. (November 6, 2018)

I am strongly opposed to the rapid Transit lines being put in place on Broadway and Third Ave. 1st Avenue and Sid Buckwold bridge is a far better option for local businesses and for the heritage feel of our downtown core.

26. (November 9, 2018)

I write to you to pass on my input for this engagement which I was not able to attend last night. Many considerations to share.

Engagement process:

- Might you consider holding more than one session on more than one date in multiple locations to provide people with as many opportunities to make your sessions as possible? I know that getting people out to your events is difficult, but you truly need to make it as easy as possible for people and offering them at least two options would help to accomplish this.

- Might you consider providing an opportunity to provide written feedback through these community letters you send out? For those who are unable to physically make it to these sessions? My guess is the people who are using public transit are those who are marginalized in some capacity (e.g. mobility issues, have multiple jobs at odd hours, etc.), thus requiring alternative opportunities for engagement.

- Why is it there is no information about the cycling network on the back of the letter? There are route options for BRT, but none for the cycling network.

- "We want to work with you to ensure our streets meet the needs of all road users" - might you consider diverting budget funding from road construction (serving the car) to sidewalk and bike lane construction to meet the needs of pedestrians? It is rather shocking to have moved here and see that in a residential area of Varsity View and Nutana that there are many streets without sidewalks... If you are not going to build these sidewalks, lower the speed limit to increase people's comfort with braving the world as a pedestrian.

For the "bus rapid transit":

- I see that the line through Broadway is a "blue line option" instead of a "bus line". This street and area is a main corridor linking downtown and the Broadway area. I see there is absolutely no way that you could justify putting it anywhere else. I would strongly urge you to have this as a "blue line". This may be a lack of correct interpretation of your language in the map and what these mean, but there is no information about what

those lines mean on this sheet and you cannot expect the average citizen to go to your website to inform themselves of your full plans. These letters should inclose main points of full information.

- I would strongly urge you to place two stops along Broadway - that second stop is critical to capture all people who are heading downtown. It makes less sense for people to walk in the opposite direction to get on a bus that is going North.

The passage of "rapid transit" through the Broadway area is critical to facilitate and maintain a vibrant, pedestrian-friendly city.

27. (November 9, 2018)

We would like to add to the chorus of voices who are opposed to the BRT option along Broadway. We live close to Broadway, and enjoy the character of the streetscape. In the summer, particularly, Broadway is a place to meet friends and family in the local restaurants, have coffee, and/or shop. We think that the BRT will destroy the vibrancy of this unique neighbourhood, and therefore urge you to look for other options for the BRT.

28. (November 8, 2018)

A big NO to turning Broadway into a rapid transit bus route. After decades of Broadway businesses putting forth all sorts of efforts, money and making it such a trendy area now City Council just wants to trash it and it will destroy all the work done to make it such a unique area.

29. (November 9, 2018)

I was unable to attend the #broadwayyxe info session on #brt plan tonight, but as someone who lives & works on Broadway I am fully supportive of dedicated lanes on B'way for BRT. Healthy option that will set the street up for cont'd success in the future!

30. (November 8, 2018)

No to busing changes on Broadway Avenue. Please protect the heritage of Broadway Avenue! Our city needs to support these communities that we love.

31. (November 6, 2018)

Please, do NOT put rapid transit on Broadway or Third Ave. Sid Buckwold Bridge to First Avenue is the best option that will protect our heritage and pedestrian districts long into the future. This is a very important civic decision that will affect the city for years to come.

32. (November 6, 2018)

I would like to address some issues that I see with the current proposal to implement a rapid transit service in our downtown.

First off, as a business owner in the downtown core, we struggle to get customers into our location due to the limited parking and the price of the parking. Our competition is the outlying malls with free parking and no time limit imposed.

This in itself is driving customers away from the downtown core and this would only make this situation much worse.

The constant complaint from our customer is the lack of parking.

Today's consumer demands convenience, and this would most certainly take that away.

33. (November 6, 2018)

Please do not put a BRT on Broadway. Include Buena Vista allowing connections to WDM / Prairie Land/

Lorne Ave/ Diefenbaker Park and use the most efficient and user friendly run from mall to mall in 15 minutes! Increase ridership and make this very expensive venture work. Broadway is 'sacred' to many people and putting a BRT on it would be a bad idea for our community of Saskatoon and for future generations. I challenge you to look at 'beautiful' cities. All of them have had to make difficult choices. Gratification for the moment or wisdom for the future. Wisdom has been the long lasting reward for beautiful cities. Saskatoon Tourism, Heritage Society, a continuing petition of over 700 people, a petition of 27 store front Broadway merchants and many more area and community residents ask that the wise and lasting choice be made to keep the BRT off Broadway. I also ask you to listen to this plea of wisdom and do the right thing. Please keep the BRT station on the corner of Broadway and Eighth Street and run the BRT across Sid Buckwold Bridge to First Avenue Midtown Plaza. Option #3

34. (October 30, 2018)

I am very upset about the idea that the Bus Rapid Transit (BRT) may not run down Broadway Avenue.

My understanding is that some businesses on Broadway do not want the BRT running down Broadway and 3rd Avenue. Many of the managers/employees of those businesses drive to work and park behind their buildings (just go down the back alleys and you will see all the cars parked behind the buildings! e.g. Steep Hill Co-op on Broadway). Even though they drive to work on Broadway, they are telling those of us who live in the area and use public transit daily, just to walk extremely long distances to public transit. My understanding is that these same businesses are worried about their sales dropping, even though the BRT would bring more people to Broadway to spend their money on Broadway.

If there is no BRT on Broadway to 3rd Avenue, that means many of us will have to walk at least 1/2 kilometre to catch the BRT (e.g. from 5 Corners area to 8th Street). Now imagine seniors walking this distance in the winter (snow, ice and as low as -40 C temperatures), some with mobility issues and canes, sometimes in the dark, to get to appointments, shopping for groceries, for social events, etc. This is an unacceptable idea and the BRT MUST RUN DOWN BROADWAY! There are many, many people living in apartments, condos, etc. in this area and use public transit, not cars (including many people who travel to the University of Saskatchewan). Many people have wisely given up their cars, or chosen not to buy one in the first place) and only use public transit.

Now imagine if it was your relative (your grandparent, your parent, your sister or brother, your child, etc.) or your friend, or you were being told that public transportation on a major corridor in Saskatoon will no longer be available.

Public transportation also helps to reduce road congestion and travel times, air pollution, and energy and oil consumption, all of which benefit both riders and non-riders alike. With regards to climate change, we all know we only have a few years left to make drastic changes to save the planet...Saskatoon residents need to make the change and get away from relying on their cars NOW! Sometimes leaders have to make the intelligent decisions for the rest of the residents in the city. In this case, Saskatoon Transit, etc. need to move forward with the original BRT plans, including down Broadway Avenue and 3rd Avenue.

Saskatoon needs public transportation to increase, not decrease, especially down major corridors, including down Broadway Avenue to Third Avenue!

35. (October 30, 2018)

I work downtown and also enjoy bike riding.

Re Bus routes, I have concerns re the current arrangement where very large, road busting, traffic clogging buses which are quite often almost empty are operated where in many other Cities they have turned to smaller van type public transportation, often privately operated.

Please let me know why we are limited to the large buses.

The public also should be well informed about the cost to the City.

Re Biking, I enjoy riding as much as anyone but I was driving to work on the 200 block of 4th Ave and as I was making a right turn on a green light at 4th and 20th a bike rider came from the North riding in his bike lane and was entering the intersection as I began my turn.

He was riding fast and the presence of this bike rider created another hazard.

What if he was riding up on my vehicle from behind?

So as a vehicle operator one must look left to see if there are vehicles or pedestrians, look to right rear to see if there's a bike coming fast off the Broadway bridge and now also look forward to make sure no bike rider is coming fast through the intersection.

In my view it is an accident waiting to happen, the vehicle operator has too many hazards to watch out for.

Then we have our climate.

Bike riding is optimal May- October. Bike routes are generally a waste of space when we have snow.

Bike routes downtown ought to be limited to one or two and the emphasis ought to be along the River on the

Meewasin Trail so the disruption to vehicular traffic is minimized.

The problem is that the City is trying to accommodate too many users and as downtown becomes more inaccessible to those of us who drive to work there will be more migration of professionals paying office rent and taxes away from downtown to the suburbs.

36. (November 5, 2018)

I am not able to attend the upcoming Nutana engagement session, but I want to log my strong support for the BRT route through Broadway and Third Ave. Such a route, with short waits between buses, would actually convince me to use the bus to go to Broadway or downtown. (I now walk, or drive if the weather is bad.)

A route along Idylwyld would be useless to me, as it would not take me to Broadway shopping, where I often go, and would take me to the edge of downtown instead of the middle.

To merchants worried about a bus route through their areas, have they tried to park on Broadway or downtown during the day or evening? I think they will find that a BRT route will actually increase their business and make both Broadway and downtown attractive destinations for what will then become foot traffic on the streets. It will also allow their employees better, quicker access to downtown, freeing up parking and traffic space.

37. (October 28, 2018)

Virtually impossible to find out when and where the upcoming consultation on BRT routes are being held even though I am supposedly on the notification lists. No wonder people in the area state that they are uninformed about what is happening. Please let me know that info asap. Thank you.

38. (October 19, 2018)

I am very concerned that the BRT will ruin Broadway with the bus traffic, fumes, and commotion. Broadway is an iconic area of the city and making these changes will change the Broadway area in a negative way. Please look at other options. In my mind Broadway is perfect as it is so why mess with it!

39. (October 21, 2018)

I live near 5 Corners and take the bus every day to different parts of the city.

I am very disappointed to hear that merchants on Broadway don't want the BRT running down Broadway Avenue. Many of the merchants on Broadway DRIVE their cars to go to work (just look at the back alley parking of many of the businesses, e.g. Steep Hill Coop). Those of us who live near Broadway and use the bus daily for our transportation also should have a say in whether or not Broadway has the BRT...we're the ones using it!

I DO WANT THE BRT RUNNING DOWN BROADWAY, PLEASE!!!

40. (October 5, 2018)

Building owner. Worried about the ambience of Broadway. That it is similar to Grannville island in Vancouver that people go there to see it because it's a special place. Has the preference to use 1st avenue and Idylwyld instead of using Broadway. Want it to be that when you come to Broadway that you feel it is a place that dragged you there not just a commercial street.

41. (September 29, 2018)

I live close to Broadway and walk or drive this route several times a day. I am OPPOSED to a designated rapid bus lane.

- Broadway is a very busy street now and traffic is congested much of the day, with very slow traffic at peak city wide travel times.
- Side streets are narrow, so a car making a right hand turn, especially heading south, already slows traffic on Broadway.
- Vehicles which are backing into parking spots also slow the flow of cars. If there were a designated bus lane, traffic flow would be greatly hindered.
- The heavy traffic is also affected by pedestrians. Sometimes only a couple of cars are able to turn onto Broadway due to pedestrians crossing.
- Pedestrians also are impacted by the heavy traffic, of course. If there was only one lane for cars, I think the street would be more dangerous for pedestrians. I know your committee has considered the schools on Broadway in your plans, and the sometimes erratic pedestrian behaviours of children.
- I also think the speed limit on Broadway should be the same from the bridge to 8th Street, as a change for part of the street is only confusing and not often adhered to by motorists.
- I know that many well established businesses on the street project a decrease in business if a BRT is implemented on Broadway. From a shopper's perspective, I agree with this assessment. The whole feeling of a vibrant, busy and unique avenue would lose much of its personality and ambience, and feel more like a thoroughfare. Potential shoppers may even avoid the street because of increased congestion.

Perhaps a rapid bus could use Broadway, but stay in the usual bus lane and have fewer stops than a regular bus. It is not a long street, and the bus would still have to stop at traffic lights anyway. Thank you for enabling us to present our observations and opinions.

42. (September 14, 2018)

'The routes identified could be transitioned to other forms of mass transit in the future like light rail once population and ridership are at a level that can successfully support them.' is likely not to succeed.

My concern is this approach assumes that 'once population and ridership are at a level that can successfully support them' then the transition to 'light rail' could occur. My concern with such planning is that there is an 'assumption' that people will begin to use the current mode (rubber-on-the road) once it is fully instituted. There is a basic premise with this thinking that I believe has not been taken into consideration, and that is... 'regrettably or otherwise in this day and age, people make most of their life decisions base of convenience, and with the current plan for transit, it will not satisfactorily address the concept of 'convenience'. A plan which initiates light-above ground rail transit on main thoroughfares (above the street level middle) such as 8th Street, 22nd Street, etc. will more immediately be seen as more convenient.

Having ridden of such designed transit systems as in Vancouver, there is no question that more ridership results.

43. (October 3, 2018)

I am opposed to BRT in Saskatoon completely and don't believe the City will reach a population of 500,000 ever.

44. (October 1, 2018)

As an individual who lives only half a block off Broadway and drives and walks the area, I wish to express some concerns that I have about the proposed rapid transit system.

I have read the material on the websites and one of my first concerns is putting in exclusive running ways along Broadway which means conversion of the median and one lane of traffic in each direction. This will alter Broadway's unique look, narrow roadway available for parking and car traffic. Broadway is a special business area, unlike any other in Saskatoon and less parking and car roadway will, I fear, seriously impact the businesses in the area. Already people complain that they can't find parking and in the past four days, I have seen 2 cars parked in bus zones. They may get tickets if caught but those vehicles emphasize the lack of parking spaces on and around Broadway.

Some of the material suggests that Idylwyld Dr, First Ave, the Buckwold Bridge and 8th Street be used as an alternative to Broadway. I like this option but realize people may complain about how far they have to walk to access a business on Broadway. Another alternative is the new Traffic Bridge, Victoria with a left turn onto Main and another left turn on to Broadway heading to 8th Street. This option would mean less disruption to Broadway and most of its businesses. It would also mean keeping more of Broadway's special ambiance intact.

I like what I have seen in the descriptions of the BRT stations in that they will be well lit, provide universal accessibility, and protection from wind, rain and snow and include a heat option.

I note that some of the cycling network is set up for walkers and cyclists. Hopefully it will be well marked so walkers are not being hit by cyclists. I also want to express my concern that the bike lanes we have on 4th Ave are not well used in winter from my observation and make 4th Ave more dangerous for vehicle traffic.

I appreciate that we want to become a more bike friendly city but let's be realistic there are few cyclists out there in our cold winters which tend to last six months of the year.

I hope all of the above considerations will be part of your discussions with all the stakeholders.

45. (September 27, 2018)

I would like to express some views on the proposed Bus Rapid Transit.

First, let me say that I am in support of the Plan overall.

Second, I am slowly learning to trust the City again after the fiasco of the 9th Street closure. I was in support of the closure overall and certainly of the plan to test it out but was incredibly disappointed when Council overruled the process and voted to open it up. The traffic calming measures the City has taken on Victoria Avenue has increased my faith in what you do so I believe that whatever you decide for the Bus Rapid Transit will be a well thought out process.

Third and final - my feedback. I live on Eastlake and ninth, my children attend Victoria School, which we walk to and from every day and I work just off Broadway on 10th Street. And we have a big dog in need of many walks. I must walk Broadway and environs multiple times a day. So I am concerned about a system that would ruin the ambiance and experience of this neighbourhood.

My main concerns with Broadway being a main artery for the BRT is 1) the destruction of the meridians and most importantly the trees. The trees are a large part of the neighbourhood. I love seeing the crabapples bloom outside of the school. As the City has not done a stellar job of replacing dead trees on the sidewalk. I worry that the destruction of those trees and the lack of replanting of dead trees will make Broadway lose its small neighbourhood feeling. I don't want us to turn into a suburban, driving, parking, neighbourhood. My second concern is with the noise created by buses continuously going down the street. I have lived on a bus lane in Ottawa and it was awful. Walking down the sidewalk, you couldn't hear the person right next to you. Again, I worry that the ambiance of Broadway will be ruined. No more outdoor sitting as no one would be able to hear their dining partners and their glasses and plates would shake (as did our windows in Ottawa), as a bus went by. For these reasons, I would prefer to see the BRT to go down Idylwyld Bridge instead. It is already an unpleasant bridge to walk down - I already know to stop my conversations with my friends as I job on it as I won't be able to hear a word they say.

If you can assure me that the ambiance of Broadway would not be changed by the BRT, then I would support it but my past experience with high frequency bus routes have not been positive to the pedestrian and Broadway is in my opinion, first and foremost one of Saskatoon's only pedestrian shopping and eating areas.

46. (September 26, 2018)

We are not happy with the coverage between Weyakwin Dr. and Boychuk Dr. at Kingsmere.

47. (May 31, 2018)

Process:

- Lack of information available to public has been a frustration. Constantly changing information has led to many rumors circulating in the community. Information available on line (Draft – February 2018) is outdated and inaccurate (Ecole Victoria School is identified as a 'high school').
- The current proposed scenario (accurate, most recent information?):
 - The centre two lanes, one each direction, will be BRT lanes.
 - A single vehicle driving lane each direction and curbside parking will take up the remainder of the street.
 - Some curbside parking stalls will be removed. (How many and where as yet to be determined).
 - The centre median (all or in part) and its trees (all or in part) will be removed.
 - The BRT buses will run north and south every 10 minutes. Regular bus routes will continue to run in a normal fashion.

Questions:

- What days & what hours of operation will BRT buses run?
- Will BRT accommodate shift workers, 7 days a week? Will BRT facilitate High School and U. of S. students arriving on time for both day and night classes, and being able to return in a timely manner? Will someone needing to get to employment across the city be able to use BRT to arrive at work on time?
- Where will the passengers access (boarding and exiting) the BRT buses?
- Will BRT bus drivers be able to over-ride the east-west pedestrian crossing lights on Broadway (as suggested in the Feb. 2018 Draft), thus creating longer wait-times for pedestrian, including elementary school children and high-school students?
- How will BRT on Broadway impact the street festivals held on Broadway? Groups involved with festivals, such as the Fringe Theatre, Broadway Street Fair, Bikes- on-Broadway, Saskatchewan Marathon and others should have adequate time for input. Have they been consulted and their opinions received? Will the BRT line will be diverted, and onto which streets?
- Regular buses will continue to operate on Broadway? What lanes will these buses use? Where will these bus stops be located? What kind of time schedules will these buses have? How many and at what time intervals?
- How many buses can one expect to see/hear on Broadway in any half-hour period during the day?

Concerns:

- Buses every 10 minutes will disrupt the ambiance of the Broadway Commercial District to its detriment. Noise, dust, pedestrian crossing disruption will impact the pedestrian experience for local residents and visitors in a negative fashion. Sidewalk cafes/patios especially will be impacted by noise and dust of almost constant bus traffic.
- How and where will passengers will board & exit BRT buses. If BRT lanes are in the centre lanes and passengers are boarding and exiting at curb-side, will BRT buses be cutting across driving lanes?
- There are suggestions that a BRT 'terminal' (for boarding and exiting access on Broadway) will be installed on both sides of Broadway between Main Street and 8th Street, and a number of parking stalls will be removed to facilitate this. Will this create something similar to the 23rd. Street "Bus Mall" downtown. The incivilities associated with that Bus Mall have had a tremendous negative impact on what had been a viable commercial street with numerous small businesses. Will we be able to look forward to similar impact on Broadway?
- Loss of parking spots in an area suffering from parking overload will have a serious detrimental effect on smaller 'destination' businesses.
- General vehicular traffic reduced to one lane each way on Broadway, may cause "shortcutting" through the residential neighbourhood (eg. utilizing rear lanes, Eastlake and Dufferin Avenues) to avoid backed-up single driving lane. This effect has been noted with the introduction of School Zone speed controls.
- Will the BRT buses be able to over-ride the pedestrian crossing lights to cross Broadway? This has the potential to create longer wait-times at the cross-walks. Long wait-times at pedestrian crossings frustrate pedestrians and lead to more incidents of crossing at end of a light, jay-walking at corners and mid-block, or avoidance of the problem by not bothering to access businesses on the far side of the street. Longer wait-times will potentially endanger elementary and high-school students who are in a hurry to cross Broadway to reach their schools. BRT has the potential to divide the community population into "East" and "West" sides of Broadway.

The Broadway 360 Development Plan comments on pedestrian safety.

"Consider Traffic-Calming Measures to Improve

Pedestrian Safety

- The timing for pedestrian crossing at green lights on east-west streets should be increased. Currently they do not provide enough time for pedestrians to comfortably cross within the timeframe given. Increasing the timing will not only make it safer for pedestrians, but it will also convey the message that pedestrians are important in this area.
- Existing signaled intersections should be fitted with a pedestrian countdown signal to enable walkers to better negotiate their timing for crossing the street."(p.12/134)

<http://broadwayxe.com/wp-content/uploads/2016/08/Broadway-360-Development-Plan.pdf>

- BRT will not necessarily “introduce new visitors” to Broadway. Most commuters are self-absorbed, engaged in accessing the world through electronic devices. They are not tourists.

- Bar-traffic constitutes a major portion of the evening parking population. Bar goers will not be riding a bus to Broadway (unless as part of an organized ‘Pub Crawl’) and will very rarely be leaving their personal vehicles parked in the Broadway area overnight if they need to get drive to their place of employment the next morning.

- Diversion of BRT buses during Street Festivals will cause confusion for those looking to use BRT, as well as those city-wide Saskatonians who want to attend and enjoy these festivals.

- Retention of centre median and trees. Green space in any form enhances the pedestrian experience, providing shade and cooling of the environment during hot prairie summers. The centre median visually “breaks up” the broad expanse of street, again making the pedestrian crossing experience safer and more appealing.

The Broadway 360 Development Plan speaks to central median, trees and green space.

- Existing centre boulevards are treasured aspect of the area’s distinction and lend to the ‘green’ amenity - they should never be dismantled and when and where possible reintroduced. (p.46/134)

<http://broadwayxe.com/wp-content/uploads/2016/08/Broadway-360-Development-Plan.pdf>

- A BRT line through a 30km School Zone is NOT Rapid Transit. Broadway is a “School Zone” from 8am – 5pm, Monday through Friday. This speed zone should be extended to include Saturday, to enhance and create a safe pedestrian visitor experience.

Final Conclusion:

The Broadway Commercial/Nutana Residential Neighbourhood is lauded by city planners as the ideal to aspire to when creating new neighbourhoods where people can “Live, Work and Play”. Running a Bus Rapid Transit line through the middle of a successful cohesive neighbourhood can have nothing but negative consequences.

To this end:

Keep Bus Rapid Transit off Broadway.

Put the access terminal on 8th Street, at Broadway.

Route the line along 8th Street, ‘Idylwyld Freeway’/Senator Sid Buckwold Bridge, and onto 1St Avenue. This is already a major traffic route, and the ‘Freeway and Bridge were designed in the mid-1960’s to facilitate traffic movement into the down-town. This is where Bus Rapid Transit belongs.

48. (May 1, 2018)

Hi have been following this project and the \$120 million price tag that has been suggested is way out of line. Comparing it to other locations in the country the cost should be triple what you are suggesting.

At \$120 million "give your head a shake" as this is outrageous to further tax the citizens of Saskatoon. At the more realistic \$360 million you will bankrupt the city. I live in Lakeview and do ride the bus nor will I take the bus. My travelling needs are best suited by vehicle and not the bus. Try buying groceries using the bus! The things I need I go out and get them from the EAST side of the city in a timely fashion, something the bus would never be able to accomplish. I do not go downtown, park is ridiculous, bike lanes are a waste of my tax dollars and only cause more people not to go downtown. The bumbling stumbling mayor is so out of touch when it comes to traffic and his pet project. Saskatoon is a fall and winter location far too long and is not a bicycle friendly city because of the weather. Why should tax payers need to pay for snow removal for bike lanes when they are rarely used. Besides, the gas tax at the pump helps pay for roads that cyclists do not pay for so they should be on their own.

City hall should focus on providing roadways that move traffic at a reasonable speed around the city, not restricting traffic by lights, speed limits too low, school zone speed limits that never have drivers even see students during most of school hours. Give up the dream that Saskatoon is a "metro" city like Vancouver where traffic needs are different.

I have lived in my home for 32 years now and because of tax increases am considering moving out of the city. Don't add on another "really stupid" tax increase to provide something we don't need and can definitely not afford.

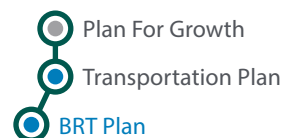
49. (May 1, 2018)

I am a resident of the area and do not own a business on Broadway. However, I am aware that several of the businesses on Broadway are concerned about the loss of parking and street restaurant possibilities. Is there some kind of offset that is planned so that this will not negatively affect these merchants. Queen Street is in Toronto – a very different environment than Saskatoon.

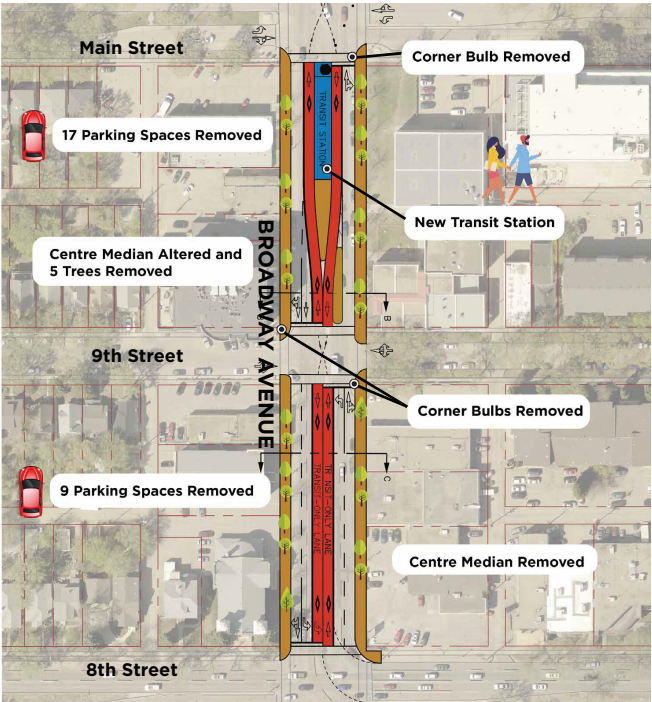
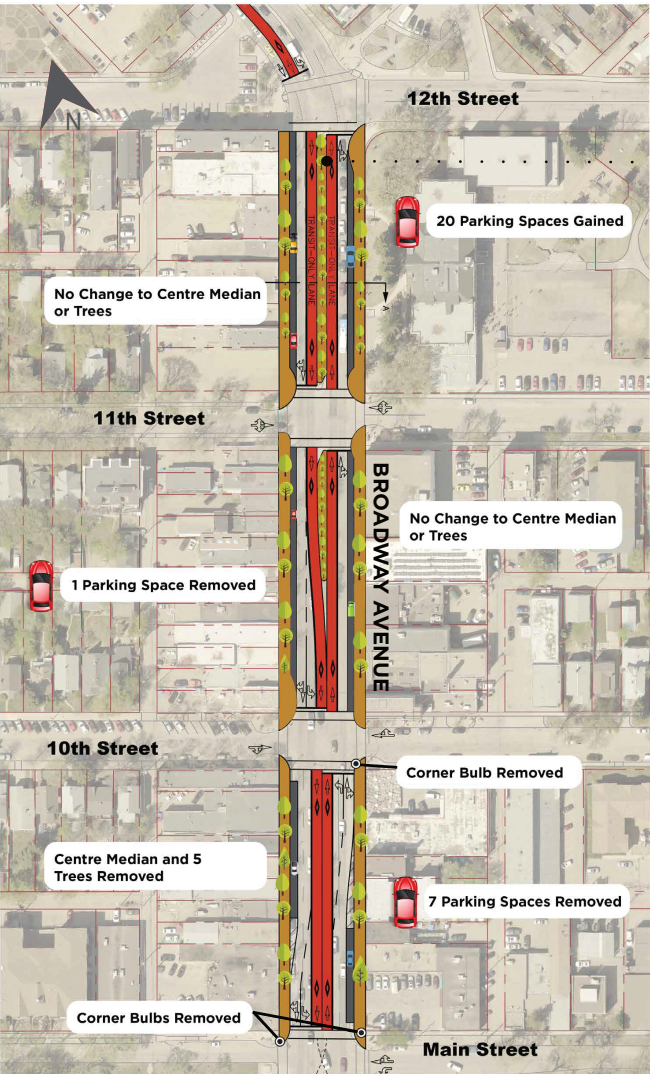
If you are looking further afield, I suggest that some of the ways that London, England runs its buses and the ease of transit be studied. Having just returned from there, I was highly impressed with their bus service (although unimpressed with the "seats" they have put in their stops and the lack of access in the subway system for anyone with mobility challenges or carrying babies, etc). I would certainly be more likely to travel buses in London than I would here in Saskatoon as it is right now.

Thank you again for the due diligence that you are doing on this subject.

BUS RAPID TRANSIT NUTANA OPTIONS SUMMARY



Nutana Broadway Dedicated Lanes Option



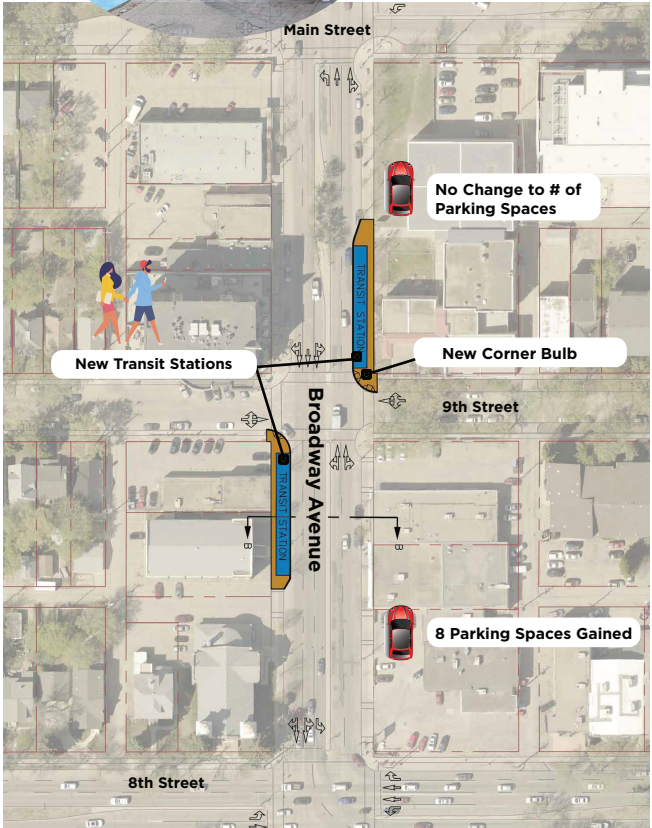
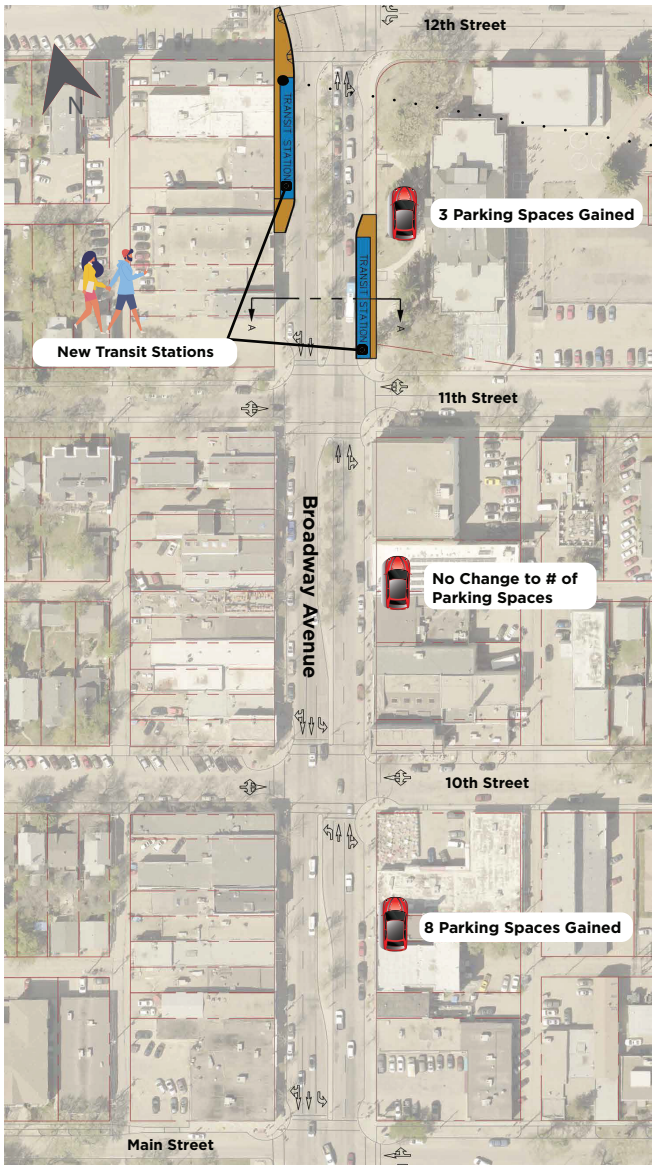
Legend

- Transit Only Lane
- Transit Station
- Parking
- Sidewalk/Centre Median
- Existing Trees

Route Implications

EXISTING TREES/MEDIAN	PARKING	PUBLIC SPACE	VEHICLE TRAFFIC IMPACT	WALKING COVERAGE	RIDER EXPERIENCE
- 10 trees Some median changes	- 14 Spaces	Some opportunity for improvement	-0.5 minutes	Broadway Ave. 8th St. to 12th St.	Most reliable Ease of transfer
# OF BUS ROUTES					
4					

Nutana Broadway Avenue Mixed Traffic Option



Legend

- Transit Station
- Sidewalk/Centre Median

Route Implications

EXISTING TREES/MEDIAN	PARKING	PUBLIC SPACE	VEHICLE TRAFFIC IMPACT	WALKING COVERAGE	RIDER EXPERIENCE
No change	+19 spaces	Improvements at stations only	Unchanged	Broadway Ave. 8th St. to 12th St.	Improved stations

* design subject to change

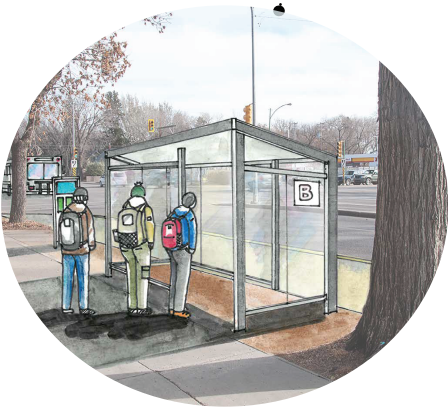
Nutana 8th Street/Sid Buckwold Bridge Option

BRT travels to and from Downtown
via the Sid Buckwold Bridge



Legend

■ Transit Station



Implications

EXISTING TREES/MEDIAN

No changes

PARKING

+19

PUBLIC SPACE

Improvements
at stations only

VEHICLE TRAFFIC IMPACT

No change

WALKING COVERAGE

Reduced
coverage

RIDER EXPERIENCE

No change on
Broadway

OF BUS ROUTES

3

BRT SUMMARY

The City of Saskatoon Growth Plan identified Bus Rapid Transit (BRT) as a key strategy to shape the future of Saskatoon. The Red, Green and Blue BRT will:

- Be major organizing elements of the Growth Plan
- Form the structural backbone of Saskatoon Transit
- Support a mode shift to transit
- Support land use intensification along major corridors
- Anchor the Transit Villages developments

This document summarizes the functional planning recommendations that builds on the work done for the Preferred Configuration Report (2017), feedback received during public and stakeholder engagement in 2018 and 2019, and previously submitted technical memos.

The functional plan sets the stage for detailed design and the summary of recommendations revolves around five foundational BRT elements:

- Runningways
- Stations
- Transit Signal Priority
- Geometric Measures
- Customer Systems

Route Overview

The BRT system will connect the city from east to west and north to south, along major corridors:



The **Red Line** operates between the Blairmore Suburban Centre and the Briarwood neighbourhood via 22nd Street, Downtown, College Drive, Preston Avenue S, and 8th Street W.



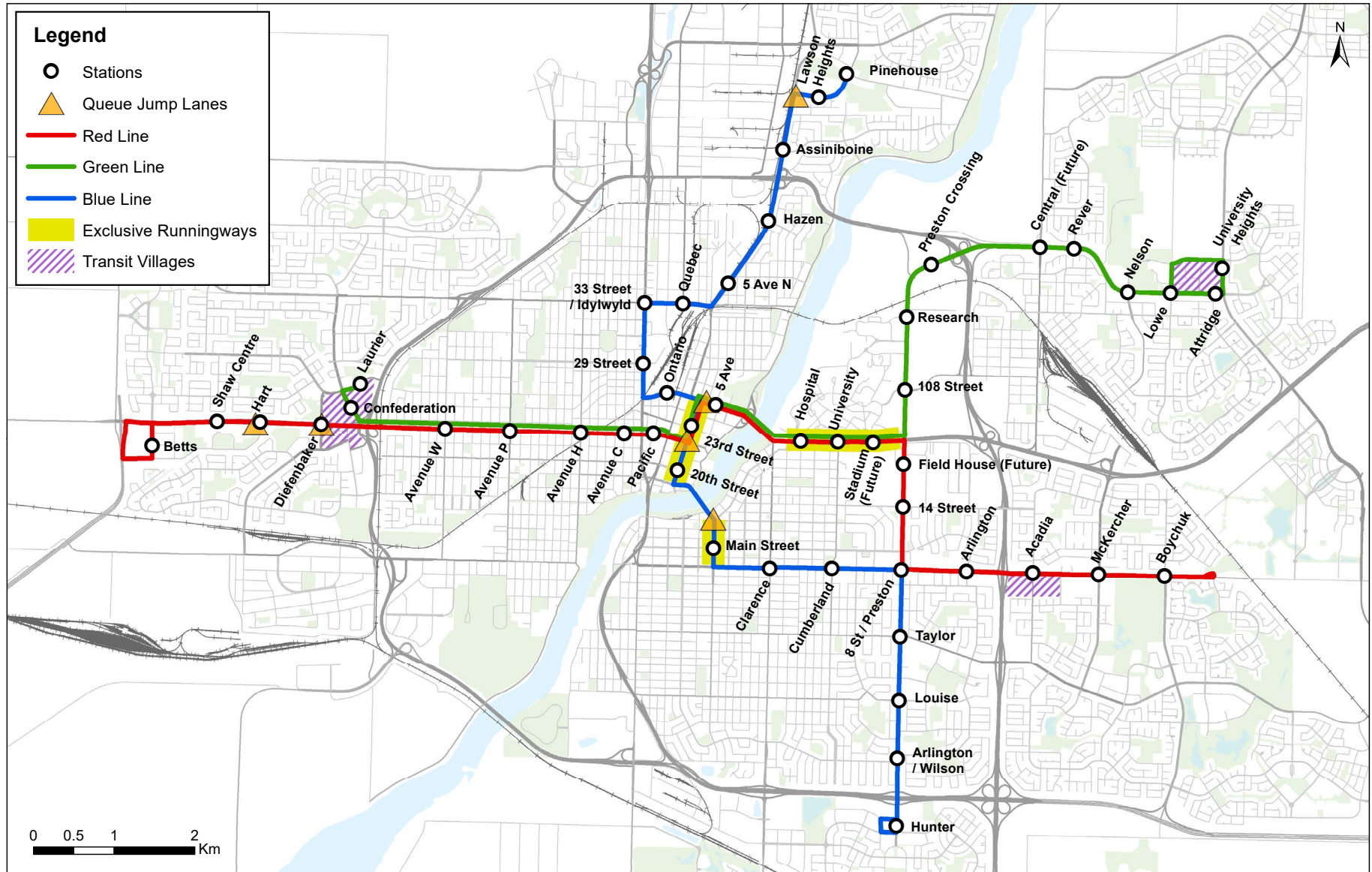
The **Green Line** operates between Confederation Mall and University Heights Square via 22nd Street, Downtown, College Drive, Preston Avenue N, and Attridge Drive.



The **Blue Line** operates between the Lawson Heights Suburban Centre and the Stonebridge neighbourhood via Primrose Drive, Warman Road, 33rd Street, Idylwyld Drive, Downtown, Nutana, 8th Street W, and Preston Drive S.

BRT Element	Scale	Quick Facts
Runningways	Mixed Traffic Transitway	<ul style="list-style-type: none"> • BRT route 38km • Mixed traffic operations 34.5km • Exclusive runningways (transit-only lanes) 3.5km
Customer Systems	Few All	<ul style="list-style-type: none"> • Identification pylon • Real-time information display • Shelter & on-call radiant heater • CCTV camera • Advertising display • Public art opportunities
Stations	Modest Signature	<ul style="list-style-type: none"> • 85 station platforms • Highly functional and scalable platform and shelter • Unique, bright, visible, and clean shelter design
Geometric Measures	Few Many	<ul style="list-style-type: none"> • Six bus-only queue jump locations
Transit Signal Priority	None All	<ul style="list-style-type: none"> • 38km fibre optic communication duct • 114 upgraded traffic signal controllers • 90 intersections with transit signal priority (TSP)

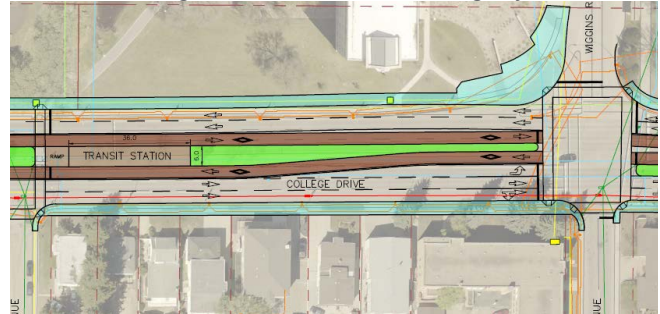
BRT ROUTE, STATIONS AND QUEUE JUMP LOCATIONS



RUNNINGWAYS

Of the 38km of BRT, 34.5km will run in mixed traffic and 3.5km within the inner city will have exclusive runningways (transit-only lanes) that will improve BRT travel times and reliability: Downtown, Nutana and College Drive. A centre-running contraflow runningway is recommended.

Section of College Drive Contraflow Runningway



STATIONS

Platforms

The BRT system will have 85 station platforms:

- Generally, station platforms will be located farside of the intersection which allows the bus to stop after the signal and take advantage of transit signal priority, eliminates bus blockage of right turn lanes and encourages pedestrians to cross behind the bus.
- For most locations, the recommended platform dimensions are 36m x 4m which will comfortably accommodate 12 to 20 waiting passengers, shelter, station furniture, customer systems, and three regular buses or two articulated buses.

Shelter Design

The shelter is one of the most prominent features of the BRT system which will differentiate the BRT service from local routes, enhance the customer experience, and contribute to placemaking efforts.

- The design is based on stakeholder feedback for a well-lit, easily maintained, and highly visible structure.
- The warm, bright, sleek and simple design language along with the neutral colours allows the shelter to be a blank canvas onto which theming elements or public art can be applied.

Rendering of a curbside station



TRANSIT SIGNAL PRIORITY

Transit signal priority (TSP) measures help to move buses through intersections, reducing bus travel time and increasing schedule reliability:

- Fibre optic duct communication will provide for the coordination of 114 upgraded traffic signal controllers.
- 90 intersections will be upgraded to include TSP.

CUSTOMER SYSTEMS

Customer systems improve the passenger experience, safety and comfort and are focused at stations. In addition to the shelter, customer systems can contribute to the streetscape and placemaking efforts:

- **Pylon:** provides a strong visual station identification and houses communications and electrical panels
- **Real Time Information Display:** present bus arrival times and public announcements
- **On-Call Radiant Heaters:** mounted in the ceiling of each shelter. The heater is activated by a push-button.
- **Lighting:** illuminates the interior and exterior of the shelter. Ambient light from the station shelter and surrounding street lights will illuminate the platform.
- **CCTV Camera:** captures video of the platform and shelter area at regular intervals.
- **Advertising Display Unit:** installed at the approach end of the platform and can be backlit or digital.
- **Public Art:** incorporated at some or all of the station platforms and can be achieved in multiple ways and could be incorporated in the advertising display, as functional station furniture, as an application on the shelter glass, or along the platform.

GEOMETRIC MEASURES

Congestion in Saskatoon is mainly located at intersections. In addition to TSP, there are six critical locations where bus only queue jump lanes will allow the BRT to bypass congestion.

Rendering of a curbside station, with advertising display in the forefront



Thompson, Holly

From: Peggy Sarjeant <City.Council@Saskatoon.ca>
Sent: Tuesday, April 23, 2019 3:56 AM
To: City Council
Subject: Form submission from: Write a Letter to Council
Attachments: broadway_and_brt_letter_to_council_19_04_23.doc

Submitted on Tuesday, April 23, 2019 - 03:55
Submitted by anonymous user: 142.165.218.35
Submitted values are:

Date: Tuesday, April 23, 2019
To: His Worship the Mayor and Members of City Council
First Name: Peggy
Last Name: Sarjeant
Email: [REDACTED]
Address: [REDACTED] University Drive
City: Saskatoon
Province: Saskatchewan
Postal Code: [REDACTED]
Name of the organization or agency you are representing (if applicable): Saskatoon Heritage Society
Subject: BRT Broadway
Meeting (if known): City Council
Comments: Please find attached letter. I would like to address Council on this issue.
Attachments:
broadway_and_brt_letter_to_council_19_04_23.doc:
https://www.saskatoon.ca/sites/default/files/webform/broadway_and_brt_letter_to_council_19_04_23.doc

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/303000>

April 23rd 2019

Your Worship and Members of Council,

The Saskatoon Heritage Society is writing in response to the BRT route options for Broadway Avenue. We would like to address City Council on this issue.

The Society is fully in support of improved public transit. If it is introduced into an historic district such as Broadway Avenue, however, care must be taken to minimize any adverse effect on the ambience of the street and on the needs of pedestrians. This street is the heart of Saskatoon's founding Temperance Colony and maintaining its character is key to telling Saskatoon's history.

One aspect of the route options which continues to concern us is the emphasis on corridor growth. Such growth could be detrimental to the character of the street, leading eventually to its loss of appeal. It is important to keep buildings to a human scale with activity at the street level. [Councillors may be interested in the current situation on 9th Avenue in Inglewood in Calgary where the City is struggling to find a balance in its densification strategy. Public transit also forms a part of that discussion].

For many years the Nutana community and Broadway have been at the forefront of neighbourhood planning, first as a catalyst behind the *Core Neighbourhood Study* of 1978, then with the first Local Area Plan and most recently as partners in the *Broadway 360 Development Plan* (2009). *Broadway 360* provides a framework for development down Broadway. We hope that pressure for more density along transit corridors does not lead to re-opening this unique plan.

Broadway 360 is all about "enhancing and reinforcing the atmosphere and character of Broadway". One of its key Objectives is "atmosphere and character retention ", stating that the success of the street "hinges on leveraging these identity –defining assets".

When deciding on the BRT route, Councillors must ask themselves what the impact will be on Broadway's heritage, particularly given the emphasis on corridor growth.

We ask City Council to reconsider the densification strategy for Broadway Avenue and assure us that the zoning and architectural controls already in place will continue to be followed.

Sincerely,

Peggy Sarjeant

President,

Saskatoon Heritage Society

BRT and Broadway 360

The report's response to questions about how a proposed Broadway BRT would support (or not) the goals of the Broadway 360 Development Plan seems particularly one –sided. The focus of the report is on Pillar 1 of the Plan with much attention being paid to increased density as a catalyst for investment. Yet Broadway 360 is all about “enhancing and reinforcing the atmosphere and character of Broadway”. Pillar 3's key objective is “character and atmosphere retention”, stating that the success of the area “hinges on continuing to leverage these identity-defining assets”. Pillar 5 refers to the importance of keeping the needs of pedestrians front and centre – the ‘Pedestrians First’ mantra.

The report, however, devotes one single sentence to the need to ensure the distinct character of Broadway is maintained. There is no mention of retaining the “atmosphere” or ambience of the street.

The negative impact of a BRT route on these less tangible aspects of Broadway's assets needs to be acknowledged and explored further. One can only imagine the impact that 30 buses an hour at peak traffic time would have on street ambience and pedestrian safety, especially if there is no dedicated bus lane.

CITY COUNCIL APPROVAL ITEM

BUS RAPID TRANSIT ROUTE NETWORK AND CONFIGURATION

ISSUE

The City of Saskatoon (City) is working towards implementing a Bus Rapid Transit (BRT) system to improve transportation options in the community. Administration is seeking approval for the network of streets and BRT elements to improve public transit as a transportation choice for citizens and support the goals of the Plan for Growth.

RECOMMENDATION

That City Council approve the Bus Rapid Transit route network as proposed, including dedicated transit lanes and conceptual station locations and including any decisions on the Downtown and Nutana segment options, which are dealt with in preceding reports.

BACKGROUND

History

In 2016, Saskatoon City Council approved “The Growth Plan to Half a Million.” The 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 provides transportation options to existing and future residents. As Saskatoon grows to 500,000 people, it will require a variety of transportation options to ensure 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 proposed transit plan primarily focuses on building a BRT system, and identifies changes needed to the current system to support high-frequency, direct service along the major corridors.

The BRT is intended to form the backbone of a more modern transit system and is seen to be a catalyst for the corridor growth component of the Growth Plan. In order to have a successful BRT system, Saskatoon needs to reconfigure its transit system around the BRT lines, and this means fundamental changes in how the transit system operates.

In November 2017, City Council approved a “preferred configuration and conceptual network” for the BRT system. The preferred configuration included “runningways” or dedicated lanes along select short road sections. In June 2018, City Council entertained public comment on the proposed BRT configuration. During that meeting, several questions were asked that required the Administration to report back on.

During its October 15, 2018 meeting, the Governance and Priorities Committee received a report and a presentation from the Administration providing responses to the majority of technical questions raised in June and a summary of the stakeholder/community engagement activities completed to date to support the Transit

BUS RAPID TRANSIT ROUTE NETWORK AND CONFIGURATION

Plan/Bus Rapid Transit (BRT) Plan and the Downtown Active Transportation (AT) Network. This was in response to the considerations that were raised by committee members at the June 20, 2018 Special Governance and Priorities Committee meeting. The Administration committed to respond to the technical questions and conduct further stakeholder and public engagement prior to bringing a decision report forward to confirm the BRT and Downtown AT Networks.

Current Status

The BRT project is undergoing detailed design for most components of the network and system. This design utilizes feedback from the comprehensive public stakeholder engagement on the system. Details of the public engagement feedback is provided in Appendix 1.

The proposed network consists of 38 kilometres of BRT, which consists of 34.5 kilometres running in mixed traffic and up to 3.5 kilometres in dedicated transit-only lanes through Downtown, College Drive and potentially Nutana. Six bus-only queue jump locations along with 38 kilometres of fibre optic communication cable, 114 upgraded traffic signal controllers and transit signal priority at 90 intersections is also proposed to improve reliability of BRT. The following customer systems at each of the 85 accessible station platforms are also included:

- Identification pylon;
- Real-time information display;
- Shelter & on-call radiant heater;
- CCTV camera;
- Advertising display; and
- Public art opportunities.

To offset the costs associated with constructing and implementing the BRT in Saskatoon, the City is working with federal and provincial governments on potential funding for various infrastructure projects. The BRT is an excellent candidate project for federal and provincial funding under the Investing in Canada Infrastructure Plan (ICIP). If successful under the ICIP, the City would be required to cover approximately 27% of total eligible costs, while the balance would be covered by the governments of Canada and Saskatchewan. For example, the total capital investment for phase one of the BRT system is estimated \$120 million +/- 25%. Under this investment scenario, the City would contribute an estimated \$32.4 million, while the remaining \$88 million is anticipated to be covered by the governments of Canada and Saskatchewan.

DISCUSSION/ANALYSIS

- In order to complete the detailed design and implementation planning, the Administration is requesting that City Council adopt the overall BRT route network as outlined in Appendix 2, including the Downtown and Nutana portions of the network (addressed in preceding reports).
- The BRT route network and elements of the BRT system that will be included have been selected to meet the overall objectives of the Plan for Growth and its supporting Transit Plan.

BUS RAPID TRANSIT ROUTE NETWORK AND CONFIGURATION

- The Administration has consulted with stakeholders and has explored potential route configuration options to ensure that citizens can be served by the proposed BRT.

NEXT STEPS

- Following approval by City Council, Administration will proceed with detailed design of the BRT system including implementation planning. This will include continued work and engagement with the community on the reconfiguration of the conventional transit system to ensure it supports BRT and the goals of the overall transit plan.
- Budget requests will be brought forward at the appropriate time.

PUBLIC NOTICE

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

APPENDICES

1. Engagement Summary
2. BRT Functional Plan Summary

Report Approval

Written by: Chris Schulz, Special Projects Manager, Planning and Development
Rob Dudiak, Special Projects Manager, Major Projects and Preservation
Approved by: Lynne Lacroix, General Manager, Community Services
Angela Gardiner, General Manager, Transportation and Construction

SP/2019/PL/City Council – BRT Route Network and Configuration/pg

BUS RAPID TRANSIT ROUTING

ENGAGEMENT SUMMARY

Background

Engagement History – 2017 Through Spring 2018

A variety of public and targeted engagements were held in 2017 through spring 2018 to provide information and generate public awareness on a potential future Bus Rapid Transit (BRT) system in Saskatoon, and to collect public and stakeholder input on elements of the BRT plans, such as routing preferences. These engagements included public surveys, information sessions, workshops, and informal conversations.

Input from these in-person and online engagements reflected a general acceptance and support of rapid transit. However, questions and concerns were raised regarding various elements of the proposed BRT system. Key themes heard from the engagements included:

- In general, improvements to the current transit system in Saskatoon would be welcomed, both by the public and by various stakeholders;
- Some mistakenly assumed “rapid” meant the buses would not be following posted speed limits (e.g., school zones on Broadway Avenue);
- Stakeholders suggested site-specific refinements and specific functional improvements, which were provided to HDR Corporation as a functional requirements list to potentially incorporate into the functional plan;
- Several participants expressed interest in the inclusion of a park and ride system;
- Multiple stakeholders on Broadway Avenue and 3rd Avenue (e.g., business and property owners) expressed concern regarding the proposed route selection citing dedicated runningways, traffic flow, parking impacts, business loss, and negative perceptions of transit-related activities;
- Some felt the proposed routes and times would not adequately service the North Industrial area;



- University of Saskatchewan administration, students, and employees were generally favourable of the proposed BRT system, though some were not favourable of moving the station from Place Riel to College Drive;
- Many stated that Saskatoon has always been a “car culture,” and were therefore skeptical that transit ridership would ever appreciably increase; and
- Some business and property owners along Broadway Avenue and in the Downtown area also expressed disappointment that the only routes presented at the in-person engagements were Broadway Avenue with dedicated lanes and 3rd Avenue with dedicated lanes.

These engagements helped inform refinements to the BRT plan. Summaries of these engagements were presented at the Special Governance and Priorities Committee Meeting on June 20, 2018.

2017 & Spring 2018 Engagement Events	Participant Count
March 7 Come & Grow Event	400
In-person meetings - various stakeholders (40)	n/a
Online surveys	2,886
February workshops	112
February open house	51
Living Green Expo kiosk (3 days)	n/a
University of Saskatchewan open house	64
Broadway businesses information session	64
3rd Avenue businesses information session	42
Other come and go information sessions	43



Summary of Fall/Winter 2018 Engagements

The Special Governance and Priorities Committee directed Administration to conduct additional public engagements, with a focus on further gauging public opinion on BRT routing through the Nutana and Downtown areas.



Participants had an opportunity to learn about the various route options for Downtown (1st Avenue or 3rd Avenue) and the Nutana area (dedicated lanes on Broadway Avenue, mixed traffic on Broadway Avenue, or 8th Street to Sid Buckwold Bridge). Participants were also able to indicate if they had a preference for any of these options.

Comparison of Downtown Options		
	1st Avenue	3rd Avenue
Existing Trees and Medians	No change to existing trees. Medians added at transit stations at 1st Ave. and 21st St. and at 1st Ave. and 23rd Street	-7 trees. Median shortened between 19th St. and 20th St. Median extended between 20th St. and 23rd St.
Parking	No change to number of parking spaces along 1st Ave.	+22 spaces
Public Space	Opportunity to improve public space on 1st Ave. between 20th St. and 25th St. (including potential increased pedestrian space, street furniture, etc.)	Opportunity to improve public space on 3rd Ave. between 22nd St. and 25th St. Limited opportunity to improve public space between 19th St. and 22nd St. (including potential increased pedestrian space, street furniture, etc.)
Vehicle Traffic Impacts	Travel time increases by about one minute during afternoon rush hour between 20th St. and 25th St.	Travel time increases by about one minute during afternoon rush hour between 19th St. and 25th St.
Walking Coverage	Reduced coverage east of 4th Ave. between 19th St. and 23rd St.	Coverage of entire Downtown.
Rider Experience	Most reliable arrival and departure times, transit riders will have an improved station space on the median.	Most reliable arrival and departure times, transit riders will have an improved station space on the median.
# of Bus Routes	3 (existing # of routes 5)	5 (existing # of routes 15)
Impact on All Ages and Abilities Cycling Network	If BRT is located on 1st Avenue, the recommended AAA cycling route is 3rd Ave.	If BRT is located on 3rd Avenue, the recommended AAA cycling route is 4th Ave.
YOUR PREFERRED ROUTE:		

Comparison of Nutana Options			
	Dedicated Lanes	Mixed Traffic Lanes	8th Street Option
Existing Trees and Medians	-10 trees. No change to medians between 12th St. and 10th St. Medians removed/added between 10th St. and 8th St.	No change to existing trees or medians	No change to existing trees or medians
Parking	-14 spaces	+19 spaces	+19 spaces
Public Space	Some opportunity to improve public space on Broadway Avenue (including potential increased pedestrian space, street furniture, etc.)	Limited opportunity to improve public space on Broadway Avenue at the station location.	No opportunity to improve public space on Broadway Avenue. Limited opportunity on 8th Street at the station location.
Vehicle Traffic Impacts	Travel time decreases by about half a minute during afternoon rush hour on Broadway Avenue.	Travel times on Broadway Avenue unchanged.	Travel times on Broadway Avenue and 8th Street unchanged.
Walking Coverage	Covers all of Broadway Avenue from 12th Street to 8th Street.	Covers all of Broadway Avenue from 12th Street to 8th Street.	Reduced Coverage of Broadway between 12th Street and 11th Street.
Rider Experience	Most reliable arrival and departure times, transit riders will have a separate space to wait, transfers between routes will be easier.	Improved station spaces, transit riders will have a separate space from existing sidewalk where they can wait.	Unchanged on Broadway.
# of Bus Routes on Broadway	4 (existing # of routes 5)	4 (existing # of routes 5)	2 (existing # of routes 5)
YOUR PREFERRED ROUTE:			

Promotion of Events

Engagement events were promoted through various means, including direct mailouts and flyers to targeted businesses and residences along or near the proposed routes through downtown and Nutana, email newsletters, on the City website's Engage pages, free event listings, advertising, targeted posters (e.g., on buses), and through social media.

Sample advertisement (in Saskatoon Express)

Sample Facebook Ad



City of Saskatoon - Your Local Government

Sponsored · 🌐

Join us at Station 20 West Thursday evening to find out more about Bus Rapid Transit in Saskatoon, and to let us know your thoughts about the future of growth in the city!

THU, 6 DEC 2018

Bus Rapid Transit Engagement Event

23 people interested · 6 going

INTERESTED

👍 🗨️ 6

3 comments

👍 Like 🗨️ Comment

Flyer and Invitation Distribution

Area	Direct Mail	Flyer Distribution	Total
Downtown	1,051	3,233	4,284
Nutana/Broadway BID/Buena Vista	1,085	7,697	8,782
Varsity View	658	2,680	3,338
Total	2,794	13,610	16,404

There were also 42,682 impressions of BRT engagement event promotions on social media (referring to the number of times this promotional content was displayed on a person's screen on Facebook, Twitter, etc.).

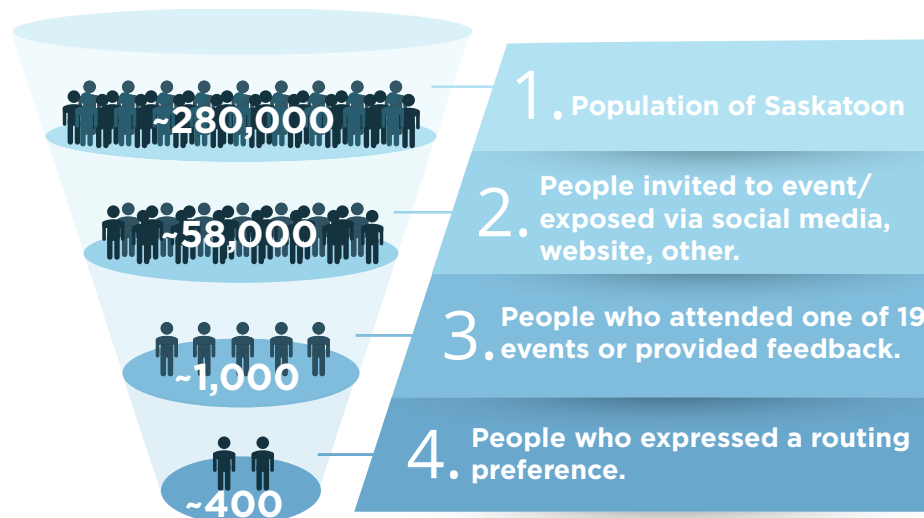
Feedback and Route Preferences

In total, 961 people participated in the BRT engagement events held fall/winter 2018, with 31.6% of participants indicating a preference for one of the downtown route options and 41.2% of participants indicating a preference for one of the Nutana area options. Several participants expressed an appreciation for the opportunity to learn about the various options for routing and each of their projected impacts, as well as the opportunity to provide input on concerns, considerations and preferences.

The table below provides a breakdown of the indicated preferences at the various events:

PREFERENCES GIVEN

EVENTS	Total Attendees	Downtown Options		Nutana Options		
		1st Ave	3rd Ave	Broadway Dedicated	Broadway Mixed	8th Street
Transit operators	55	13	5	15	2	5
Downtown	73	20	13	14	6	14
Nutana	216	64	32	36	31	95
Midtown Plaza	124	10	12	7	10	5
U of S - Place Riel	93	4	22	27	4	2
1st Avenue	6	0	0	0	0	0
Lawson Heights	41	5	2	4	1	5
Centre Mall	52	3	12	9	4	5
Stonebridge	10	1	0	1	0	0
Varsity View	25	10	4	1	1	14
Market Mall	113	8	5	7	10	4
23rd Street Terminal	65	19	19	16	6	10
3rd Avenue	17	4	1	1	1	2
Alice Turner Library	10	1	1	3	0	0
Broadway Avenue	8	1	0	0	1	2
Station 20 West	11	2	3	2	3	1
Confederation Mall	42	1	7	0	3	6
TOTALS	961	166	138	143	83	170
% of total attendees indicating route preference		17%	14%	15%	9%	18%



Overall, of those who indicated a preference for one of the two Downtown routing options, 55% preferred 1st Avenue and 45% preferred 3rd Avenue. Of those who indicated a preference among the three routing options for the Nutana area, 43% preferred BRT to continue past Broadway Avenue on 8th Street to the Senator Sid Buckwold Bridge, 36% preferred Broadway Avenue with dedicated transit lanes, and 21% preferred Broadway Avenue with mixed traffic.

Of note, these totals were heavily influenced by the results from the event in Nutana, which had 216 attendees. Moreover, a relatively high proportion of attendees at this event provided a preference (44% provided a preference for a Downtown option and 75% provided a preference for a Nutana option). Of the total indications of route preferences received at the engagements listed above, over half (56%) of the indications of preference for the 8th Street option and over one-third (39%) of the indications of preference for the 1st Avenue option were received at the Nutana event.

The feedback from the Downtown engagement event, on the other hand, deviated less from the general results than did the feedback from the Nutana event.

Participant Notes From Fall/Winter 2018 Engagements

All comments provided by participants at the engagement events are provided below.

Transit Operators and staff

- Traffic modelling in Calgary may not work the same in Saskatoon
- Need to change perception that only people who use transit are people that have no alternative
- To change the perception of transit we need to address the social issues that create issues on transit
- Need to respect passengers w/ on-time performance the way transit expects operators to be on time
- System should be based on 15/30/45/hour – world doesn't work that way
- Need a big marketing budget to communicate change

Station 20 West

- Stop with new planning & sort out old
- Hampton Village and Mayfair needing faster service, too
- Why not send the Blue Line down Idylwyld Drive to 22nd Street? Don't divert along 25th Street.
- Instead of meridians, let's get bus shelter
- (1st Ave option) More distance to cover for mobility impaired
- (3rd Ave option) Friendlier, shadier people place on 3rd Ave
- (3rd Ave option) Closer to hospital and people services
- (3rd Ave option) Evening safety?
- (Mixed traffic option) Theatre at night for people w/o cars
- (Mixed traffic option) Pedestrian / user friendly place
- (Mixed traffic option) Not rapid for transit
- (8th Street option) Not pedestrian / user friendly

Downtown terminal

- Transit app is not good. Inaccurate.
- Customer is upset that heat and security at BRT stations would still be 4 years away.
- Don't remove the downtown bus mall – make it one block longer
- Keep transit terminal on 23rd St but add gates
- Change back the #60 to how it used to be
- Keep schedule consistent 7 days a week
- Saturdays and Sundays should be the same schedules as weekdays
- Concerned about panhandling and people hanging around
- City is overspending on capital projects
- The current system is great for Montgomery (#62). Don't change it.
- Motion sensor lighting at stations being considered?

Centre Mall

- Buses (like #84) are often overfull now. Will BRT prevent that as City grows?
- Would like to have stroller friendly buses and designated seats for mothers with kids
- Please have live announcements at stations
- In Germany they would have transit staff ride the buses to get info from riders
- Would love the BRT to go down Broadway
- Pedestrian timers at intersections
- Ensure park and ride facilities are secure as these locations are susceptible to theft
- (Dedicated lanes option) Concerned about left turn in front of a bus going straight... how will this work?
- (Dedicated lanes option) Best long-term option. Others are shorter term.
- (Dedicated lanes option) Concerned about construction impacts and impact to traffic

- A downtown arena is a stupid idea. What are you going to do with all the traffic?
- Just because funding is available doesn't mean you have to spend it. Not fiscally responsible.
- Transit priorities should be to reach more communities effectively, not improved public space.
- I do not like the barely used downtown bike lanes, especially how it pushes out parking. Plus it's confusing for drivers.
- Transit only lanes and bike lanes congest traffic and not enough users for that impact
- 33rd and north-west of the city not well covered by BRT
- The airport and North Industrial need good transit access. (Second person agreed)
- Too many stops on Attridge. This will disrupt traffic where there are only two lanes.
- I would like to see the #8 continue to operate
- Need for stops on both sides of Acadia Drive to access mall entrances
- Make sure new Costco area gets good transit access

Confederation Mall

- Delivery trucks will take traffic lanes
- Has purchasing the old Greyhound bus building been considered for purchase to replace the 23rd St bus mall?
- Subways would make more sense because not dealing with surface traffic
- Now is the time for subways in Saskatoon before the City sprawls out further
- Pedestrian walkovers for downtown BRT stations should be considered.
- Concerned about providing incentive to jaywalk with centre station
- Concerned about the price of fare for seniors. Too expensive.
- Close traffic on 2nd Avenue and make pedestrian (for a couple blocks)
- Should be using Circle Drive to get to destinations faster
- Waiting area at Confed for transit not safe because only one shelter outside (people wait inside and

then race outside for their bus).

- Address security issues that exist now at transit terminals
- Buses will just congest the road further

Midtown Plaza

- Could the dedicated bus lanes also be used as a car pool lane (3+ per vehicle)? Done in parts of Toronto
- (1st Ave option) 1st Ave is too far from most downtown destinations
- (1st Ave option) Shoppers at Midtown can catch BRT on 22nd... no need for 1st Ave
- (1st Ave option) Listen to downtown YXE!
- (1st Ave option) Midtown and DTYXE want BRT on 1st Ave... extremely important!
- (3rd Ave option) This is huge – people walk carrying things/kids, don't unreasonably listen to Downtown YXE!
- (3rd Ave option) Pedestrian friendly and residential is best choice for users
- (3rd Ave option) 3rd Ave = rapid transit / 1st Ave = status quo
- (3rd Ave option) 3rd Ave connects to office towers and density (potential new users)
- (3rd Ave option) BRT on 3rd and Broadway where so that we can get to shops, restaurants
- (3rd Ave option) Parking gain is good!
- (3rd Ave option) Air quality for residents needs to be compensated with increase in greenery, etc
- (Dedicated lanes option) Best to get around town for riders

Lawson Heights Mall

- Elders deserve good access to transit... need to be looked after
- Enclosed heat (winter) and fans (summer) for stations
- Concerned with people camping in heated stations
- BRT "live" arrival times in all stations

- Seating in stations
- Ridership support who?
- Dedicated parking for commuters (park and ride stations) at the end of lines
- Keep the local lines on Broadway Ave south of 8th St
- Make public transit more affordable – it's a service not a business
- Move arena downtown
- New downtown arena
- There should be a plebiscite on a new arena
- Offer cheaper monthly pass options
- Love centre lane stations (dedicated lanes)
- Dumbest idea out of City Hall in a decade
- 1st Ave is a vehicle thoroughfare. With losing a lane on Idylwyld, makes more sense to have the buses on 3rd Ave
- Concern for pedestrians who jaywalk. Loss of median means no refuge for people
- Elders deserve good access to transit. Need to be looked after.
- Keep integrity of area with frontages and trees (re: dedicated lanes)
- Need right lane for traffic and property access (re: dedicated lanes)
- JB Black is a good standard. Especially front setback.

Market Mall

- Heated seating in shelters!
- Parking levy on tac – instead of area specific
- The ramps on buses seize up in very cold temperatures
- Drivers shouldn't have to be asked to lower the ramp for seniors

- (College Drive) Place Riel should be a terminal location due to waiting space, heat and safety. Service the customer, not the buses.
- (College Drive) Need to provide sidewalk access to the Fieldhouse
- (College Drive) Modify red line to turn into the Fieldhouse front entrance... can wait inside
- (Dedicated lanes option) I am concerned about the effect this change will have on Broadway businesses. The recent construction on Broadway took 4 times longer than planned and caused major problems for businesses. How long with this take? I like it though.
- (Dedicated lanes option) Parking is lost on Broadway with parking lot restaurants
- (Mixed traffic option) Transit across from high school not ideal – Main / 10th would affect less parking and get closer to where people want to go... shorter walking
- Want transit service back on McEowan for seniors and riders
- Ave T stop – one bus shelter on T south; need one on T north
- Would love to see a rail system like Calgary
- Need more shelters and seats at Confed mall
- Security and vandalism also a concern – security guards at mall terminals
- Talk button direct to transit
- 20th St & Ave M light system should be used on BRT. Need to have a system in place to ensure riders can navigate the system.
- I would rather the current arena be retro-fitted.
- Why not get U of S students to do some planning instead of paying so much for consultants?
- Need space on bus for things like groceries/bags
- You're spending too much money!
- (Centre stations on dedicated lanes) Concern that jaywalkers will cause traffic accidents

Varsity View

- (College Drive) Could you make the two north-most lanes the dedicated transit lanes with a sidewalk station? Easier for student riders and less impact of pedestrians on traffic.

- (College Drive) Don't punish students even more. University is a primary payer – cater to them!
- (College Drive) You will constantly have people pushing the walk light to cross from the centre to get off the bus stop
- (College Drive) It will be a constant interruption to traffic on College
- (College Drive) I don't think it is a good idea for 1,000s of students to cross a major road
- (College Drive) Keep terminal on campus for safety
- (College Drive) Concern that there would be too many students getting off on College
- (College Drive) Can there be a combined station for both Fieldhouse and arena?
- For the amount of money so far wasted, we could have had a referendum
- What are the population estimates around the walksheds?
- (Mixed traffic option) could start with this and transition to dedicated in future
 - o Good suggestion – real test of plan
- (Mixed traffic option) Station between Main and 10th would be more central – better support for both 8th and 12th
- (8th Street option) Do not use Broadway for BRT. There is not enough room and I do not want the character changed
- How come no one got notice of these meetings until late 2018!
- Is this a foregone conclusion? How TRUMPIAN!
- Instead of Red Line going east, it should come down & go to Stonebridge. The whole stretch of 8th St should be serviced by 1 BRT line.
- Why hire an expert from Toronto who cares for nothing except filling his pockets and emptying mine
- North Industrial not well serviced by the BRT

Nutana

- Where there is bike lanes get rid of the parking of cars
- (3rd Ave option) Midtown??

- (1st Ave option) I support BRT on 1st to get bike lanes on 3rd
 - Linking Victoria Ave to 3rd for cyclists makes good sense
- (1st Ave option) 1st Ave is closer to the heart of downtown & all points west. Best location for bus hub b/c of this
- (1st Ave option) First is best!
- (1st Ave option) What downtown residents does this serve!?
- (1st Ave option) Keep all the trees!
- Broadway residents bike and walk downtown
- (8th Street option) I am a senior who is strongly against any Broadway option. It will destroy that street and the community
- (Dedicated lanes option) BRT must have dedicated lanes!
- (Dedicated lanes option) Add a stop @ 5 Corners
- (Dedicated lanes option) Broadway needs (!) the dedicated bus lanes in support business, pedestrians
- How will people know that we have high frequency service? Need signage and way of finding
- Will BRT stations lead to loitering, safety issues on Broadway?
- More buses = more people = a better, more vibrant Broadway
- Buses need to be where business is
- (Dedicated lanes option) Go big or go home! Keep it on Broadway as planned!
- (Mixed traffic option) If BRT goes on Broadway please leave the trees in place and don't make bikes share the only traffic lanes with cars. BRT on Broadway could be great but not at the expense of both the urban canopy and cyclists. The mixed traffic option is the better of the two on Broadway.
- Please extend operating hours to after bar close, at least on Friday and Saturday
- If you choose 8th, Broadway will suffer
- (8th Street option) Save Broadway! Please use this option.
- (8th Street option) This option please.

- Don't reduce the number of stops on local service
- A bus on Broadway will help businesses
- Less parking encourages more walking! Healthy community and healthier planet!
- How many buses in a given time period on Broadway. As city grows, how many more buses will we see on Broadway?
- BRT on Broadway will destroy the commercial community, the walkability, the sense of community between the residential and commercial areas
- 8th Street is residential, please put BRT in a commercial area (Broadway)
- Residents of 8th St off freeway already contend with too much traffic!
- Do NOT destroy Broadway
- What happens when Broadway is blocked off for events?
 - When Broadway is blocked, traffic is sent down residential streets. We don't want redirected traffic.
- Won't shop/eat on Broadway if no BRT
- Please keep BRT off Broadway
- No half measures. Buses don't wreck character or businesses
- Dedicated lanes are the only way for it to be rapid!
- Broadway option provides better access to BRT for more of Nutana
- Service between 12th St and Broadway to 8th St with more stops. Seniors with groceries could not walk too far
- (Mixed traffic option) Better for seniors to access!
- (Mixed traffic option) More accessible!
- Seniors / transit riders don't have service between Main Street and 11th Street on Dufferin Ave, Melrose or Victoria Ave
- Need next bus info at stations
 - especially for people who are unfamiliar with the system

- Consider new options for payment – not everyone has exact change
- Post schedule info at stops – good for new riders and visitors
- Do a lot of consultation with Nutana for future network re-configuration
- Show the 1920 train route (on city map being displayed)
- Public transit direct connection to the airport
- Idylwyld BRT to airport
- (8th Street option) This is more inclusive. Best option Sid Buck
- Sid Buckwold Bridge provides better coverage for people west of Broadway
- 8th for BRT makes sense – transfer at Preston and transfer at 8th for Broadway
- Freeway bridge makes most sense = leave Broadway alone
- Concerned about the costs of the BRT. Tired of tax increases.
- Concerned about the fare going up.
- Sutherland BRT? Need this.
- Current cost / fare structure means it's not economical to use transit
- Need a direct transit connection from Broadway to University
- Students can use these buses
- Want a direct route from Broadway to the U of S
- Please! Electric buses only
- All transit riders are pedestrians!
- The bus BRT will kill business on Broadway
 - oNot
 - o Transit does not kill business – it enhances it. Transit riders are customers.
- aesthetic appeal of station renderings is lacking

- Supportive of queue jumps for buses
- A bit premature. BRT needed first to Warman etc. P4G
- Broadway Ave is a school zone
- BRT will support Broadway businesses
- (Dedicated lanes option) lights do not favour pedestrian crossing west-east across the street
- Shelters may have graffiti / garbage
 - o I've seen vandalism broken glass
- Real time electronic schedules at transit stations
- Raise my taxes if necessary but only electric buses
 - o Yes electric!
- (Mixed traffic option) Artist rendering: not pedestrian friendly looking
- (Mixed traffic option) Artist rendering: This terminal is blocking street view of these businesses
 - o Only when the bus stops!
- Not on Broadway – school zone; heritage site; upscale shops (they will leave)
 - o No we won't leave!
- Why not consider Idylwyld (West and North) for BRT? Development potential.
- Broadway is the only good option. A transit system needs to take people from where they are to where they want to go
- The transit terminal on 23rd killed all the businesses there and is a hangout for problem people (drugs, gangs, etc)
- (Dedicated lanes option) No street parking? Bad for retail!
- We need retail services to support the neighbourhood
- Should have electric notices on wait time for next bus
- This will hurt businesses on Broadway and change the character in a significant negative way

- Design: make it cool, above the fray – build up above roadway
- Tour the city monorail above ground, above cars and pedestrians
- (Corridor planning) This is not going to happen if BRT is on Broadway. It will become a throughway from downtown to the suburbs, ignoring neighbourhoods and local businesses
- Concern with increase in buses over time as city grows. Worried it will be more than 30/hr
- (Engagement) Too easy a format. Town hall setup not in City Hall out at community centres
- (Dedicated lanes) When I bus home and my transfer is downtown or my stop is on Broadway, I usually go shopping before walking home. When my stop is on a residential street, I don't
- (Dedicated lanes) New merchants are building – are they going to succeed
- (Dedicated lanes) Reducing parking improves human scale and comfort!
- (Dedicated lanes) Pressure on cyclists on Broadway will be horrendous with BRT
- (Dedicated lanes) Concerned about safety if on Broadway
- (Dedicated lanes) Broadway is a walking street. \$ spent on revitalization wasted
- (Dedicated lanes) We need to keep all the trees we can! Emerald Ash Borer & Cottony Ash Psyllid are going to kill / have killed enough trees. The trees on Broadway are a huge part of what makes it a beautiful street.
- (Dedicated lanes) Cyclists coming up Broadway Bridge forced to converge with 2 -> 1 lanes of vehicle traffic – dangerous
- (Dedicated lanes) How do cyclists manage with 1 lane?
- (Dedicated lanes) All bike traffic would have to go down the side streets
- (Dedicated lanes) Bottleneck at bridge
- (Dedicated lanes) This is a public elementary school – will a transit station on Broadway move the same crowd as downtown?
- (Dedicated lanes) What happens when Broadway is closed (Fringe, etc)?
- (Dedicated lanes) We paid for infrastructure development 2 years ago that affected retail operations for a full summer. Now we'll face the same thing again taking up Broadway for dedicated lanes. Not good for businesses, period!!

- (Dedicated lanes) If we don't do this plan, Broadway will lose out. No half measures!
- (Dedicated lanes) Accessibility important – Barrier free design important – wider sidewalks
- (Dedicated lanes) Love the idea of a dedicated bus lane generally. But on Broadway, putting cars and bikes in the same lane is an even bigger risk to cyclists than the current 2-lane setup. I am currently confident riding in traffic on Broadway b/c I know the cars can change lanes and go around me. Lots of other cyclists I know are not as confident even now so there is no way they'd consider riding on Broadway if there's only 1 lane for us all.
- (Dedicated lanes) Relax. It's just a bus.
- (Dedicated lanes) People aspire to "village life." Broadway has that. BRT will cut this in half. (See Seattle)
- (Dedicated lanes) Don't want dedicated bus lane – more buses = more dirt/dust for outdoor patios on Broadway. Also Broadway 360 promotes walking, which will be tougher with extra bus fumes for some.
- (Dedicated lanes) The BRT on Broadway would divide Saskatoon and community – bad idea
- (Dedicated lanes) As a cyclist, worried about biking in same lane w/ people driving and trying to parallel park, and impatient drivers
- (Dedicated lanes) Don't destroy Broadway this way
- (Dedicated lanes) Buses don't wreck "character"
- (Dedicated lanes) Angular parking on Broadway. This way you gain parking.
- (Dedicated lanes) Need to build density so there can be structured parking
- (Dedicated lanes) Loss of parking hurts residents
- (Dedicated lanes) This aligns with Broadway 360.
- (Dedicated lanes) Need underground parking
- (Dedicated lanes) Street parking is necessary for business success at the moment
- (Dedicated lanes) Would increase traffic flow over time (more riders = fewer cars)
- (Dedicated lanes) Very dangerous option for cyclists
- (Dedicated lanes) Not a fan. Bad for cyclists.
- (Dedicated lanes) This is by far the worst option!

- (Dedicated lanes) Concern with kids and teens being hit by bus with increased traffic
- (Dedicated lanes) Lots of jaywalking!
- (Dedicated lanes) The centre bus station does not muck up the street the way the ones on sidewalks would
- (Dedicated lanes) Leave the trees on the median
- (Dedicated lanes) Concerns with safety – jaywalking, safe street crossing
- (Dedicated lanes) Keep the trees!
- (Dedicated lanes) Without the BRT, Broadway may continue to decline. BRT will bring back vibrancy.
- (Dedicated lanes) Fix timing to cross street
- (Dedicated lanes) BRT down Broadway will kill business
- (Dedicated lanes) Oskayak School asked for removal of shelter due to students smoking – will happen again
- (Dedicated lanes) BRT will only hurt business on Broadway
- (Dedicated lanes) Concern with impact to business levels and property value
- (Dedicated lanes) Will bring more people to Broadway businesses in addition to destination shoppers
- (Dedicated lanes) Removing meridians and trees will be detrimental to the character of Broadway
- (Dedicated lanes) Broadway is very unique. Leave it alone. Don't destroy it.
- (Dedicated lanes) Concern with impacts to trees/meridians and cost of lost infrastructure
- (Dedicated lanes) No!
- (Dedicated lanes) Totally disagree with proposals for Broadway and net loss of parking. You will ruin Broadway.
- (Dedicated lanes) One lane of traffic each way at top of Broadway Bridge? Huge bottleneck cyclists?
- (Dedicated lanes) Great for Broadway!
- (Dedicated lanes) How is the Broadway route connecting to higher density?

- (Dedicated lanes) If it ain't broke, don't fix it. It ain't broke.
- (Dedicated lanes) Retail is changing and so is Broadway
- (Dedicated lanes) Need minimum heights for buildings
- (Dedicated lanes) What about all the events on Broadway? We will lose them!
- (Mixed traffic) Many merchants fear that the BRT will deter customers coming to Broadway for the specialty shop experience.
- (Mixed traffic) People come to Broadway for a peaceful heritage experience – something that the BRT will destroy.
- (Mixed traffic) Better than dedicated lanes
- (Mixed traffic) No!
- (Mixed traffic) Terrible idea. No longer BRT and impact on ambience a lot greater.
- (Mixed traffic) Keeping the neighbourhood pedestrian friendly is essential to the health of Broadway. Already hard to cross the street.
- (Mixed traffic) Stop. I want Broadway to be as is. We need to help existing businesses recover from last year's replacing infrastructure. No BRT on Broadway.
- (Mixed traffic) Better buses, more business
- (Mixed traffic) Likely the best option – people can get to Broadway – doesn't change the feel of Broadway – safe transportation for people leaving pubs
- (Mixed traffic) I always take bus uptown or to Broadway, especially if drinking. Otherwise I avoid both. Best option.
- (Mixed traffic) Temporary fix won't work
- (Mixed traffic) Best option.
- (Mixed traffic) Best option.
- (Mixed traffic) Any bus on Broadway or 3rd should be electric so it's more pleasant for pedestrians
- (Mixed traffic) The buses need to run down Broadway
- (Mixed traffic) Lights will not be good for pedestrians going west-east. BRT needs green.

- (Mixed traffic) Electric please
- (Mixed traffic) Stations along the side take up too much space! Centre loading is better.
- (Mixed traffic) Bus stop at 5-Corners would cause a lot of traffic buildup
- (Mixed traffic) Keep 2 lanes of car traffic
- (8th Street option) BRT should focus on commuters, not "building business." Connect me to my destinations
- (8th Street option) Best and least harmful option
- (8th Street option) This option needs another station at McPherson
- (8th Street option) Best option – please keep BRT off Broadway
- (8th Street option) Don't think people will walk down to Broadway from here
- (8th Street option) This option keeps Broadway Ave intact
- (8th Street option) This option also serves Buena Vista and Riversdale areas
- (8th Street option) Am in favour of the Idylwyld option: best traffic flow; maintains the Broadway district's unique business and walkable area
- (8th Street option) By far the best – in fact the only option that makes any sense
- (8th Street option) This won't work. No stops on the freeway
- (8th Street option) Allows BRT to actually be rapid. School zones on Broadway negate the R in BRT
- (8th Street option) Keep buses on busy streets like 8th and Sid Bridge. Good plan here.
- (8th Street option) 8th Street and Eastlake crossing needed for this location
- (8th Street option) This is the quickest option and will sell best. Increase ridership.
- (8th Street option) This route seems very indirect...
- (8th Street option) A station/stop on corner of Lorne/8th St serves Buena Vista
- (8th Street option) Acceptable 2nd choice
- (8th Street option) BRT on Idylwyld to 1st Ave N/S – Bikes on Victoria to 3rd Ave N/S

- (8th Street option) These bus stops should act as a gateway for Broadway. Make them unique and specific to this community
- (8th Street option) Best option by a mile
- (8th Street option) Best option
- (8th Street option) Best option
- (8th Street option) Yes
- Real cities have buses and get by just fine (and have all nature of businesses)
- (1st Ave option) Fewer “mom and pop” shops of 1st Ave = better
- (1st Ave option) Best option! Best destination!
- (1st Ave option) Best option considering access to new towers at River Landing
- (1st Ave option) Do not put a BRT on Broadway – Midtown pays big taxes and wants the route on 1st Ave – SB Bridge + 8th Street only sensible decision
- (1st Ave option) Difficult for elderly, disabled and families to walk from 1st to downtown destinations – easier from 3rd
- (1st Ave option) Best option
- (1st Ave option) Best option
- (1st Ave option) 2 blocks is a long way to walk to midtown for senior citizens – many destined for Midtown
- (1st Ave option) Prefer 1st
- (1st Ave option) 5 blocks is a long way to walk to the river
- (1st Ave option) This is a half measure that will be a missed opportunity
- (1st Ave option) 1st Ave is the best vehicle route. 3rd Ave makes more sense for BRT
- (3rd Ave option) Best option – will increase traffic in all DT areas – will increase business opportunities on 3rd
- (3rd Ave option) 3rd Ave only making a comeback and a BRT there will destroy it again

- (3rd Ave option) Make 4th Ave one way N and 3rd Ave one way S
- (3rd Ave option) Whether 1st or 3rd, DO NOT put BRT on Broadway
- (3rd Ave option) Better for seniors
 - o I'm a senior and I disagree. Broadway would be destroyed as a cultural hub and a "gem" of local businesses
- (3rd Ave option) Bad idea
- (3rd Ave option) Combine this with the Sid Buckwold Bridge option. Best.
- (3rd Ave option) I would prefer 4th Ave
- (3rd Ave option) Consider engaging at seniors' homes to ask about their preference
- How can construction occur outside of summer?
- Bus mall downtown killed nearby businesses
- Compensation given to businesses in other cities (re: construction)
- So we end up losing our boutiques and gaining a bunch of fast food and convenience stores? No good!
- In Seattle (I think), according to the SREDA report, 50% of businesses along BRT route lost 50% of their business
- Less parking spots = more active transportation = less business activity
- Electric buses
- I wish this were true, but it isn't really (re: bus riders being frequent customers)
- Bikes reduce carbon, not cars and parking spots
- Get the buses right first, right now. 2-4 people ride each bus on Broadway. Never full. Broadway is a walking street. 8th St is cars
- What is increased ridership?
- Need service after bars close
- Broadway is double school zone. 30km speed and events forcing rerouting

- Electric buses
- Villages are the best public areas. Broadway is a village. Leave it alone.
 - o Broadway is also part of the city at large. Think outside the neighbourhood box!
- Broadway has all the potential BRT would bring already! Leave it alone!

Alice Turner Library

- Would be good if there was a way to communicate to passengers when a bus is an extra bus
- Currently issues getting reliable information from Google maps
- Extra buses on the #45 have people waiting on the bus and then the other #45 (44) goes by while waiting
- Current service has taken away service from Central and moved it to Egbert. It negatively impacted current riders and limited their mobility
- Ensure the transit plan, BRT and local bus service provide good coverage to common destination in a neighbourhood
- Mexico City created an app that allowed them to map transit very quickly. Was on CBC.
- Want better access to neighbourhood amenities and services. Sutherland and Forest Grove. Also Civic Centres.
- The launch is crucial for success – perhaps free ridership (staggered geographically) at launch to promote ridership
- Would like to not have to transfer at campus
- Anyone who doesn't go to campus, the changes have made the commute longer
- Happy because bus terminal in downtown will be removed
- Keep the stations clean. Heating, high frequency & reliability is a big positive
- Get people on the bus once the system is implemented
- Preference to enter U of S for BRT for dropoff due to jay walking concerns
- Concern about crossing at College Drive – people will be jaywalking

Place Riel

- Concern with snow clearing interfering
- How will the College Drive station for U of S be pedestrian safe during peak times?
- Why can't we adopt this model right away without the infrastructure?
- Need to have a good connection airport
- Love the idea of decreasing the dependency on cars
- Why double up on 22nd and not run a line down 33rd?
- Station should be on west side of Confed
- Go talk to high school students, Univ and Polytech students
- Snow needs to be kept clear on all bus stops and sidewalks (for accessibility)
- Planners should ride bus to understand system – different routes / times
- Paving stones a problem for wheelchairs (also sidewalk variation)
- I want to vote on these options and a plebiscite should be offered
- Dedicated lanes concerns:
 - o access for children to schools and cultural schools
 - o safe streets or children and elderly residents
 - o Is there a plan to implement meter parking on side streets to increase parking turnover
 - o is there a guarantee to return market value on property (exclude market forces) or will property tax be reflected accordingly
 - o Is there a plan in place if projected models from or based on other cities doesn't meet expectations
 - o If the move to dedicated lanes goes through, recommend meter on side streets be extended
- Be aware of municipal systems that will fall apart based on the federal government overspending

Downtown

- (8th Street option) Put a Louise Ave stop

- (8th Street option) Future potential for density – marketable
- (8th Street option) This option is not pedestrian or resident friendly. This option is for people with cars.
 - o Also not for people with mobility issues
- (8th Street option) Disappointing option... Transit riders want to go to the same places as drivers! Won't change bus rider stigma
- (8th Street option) Excellent option. Easy coordination of lights. Includes Buena Vista
- (8th Street option) Beneficial for workers
- (8th Street option) Better connection to Wheatland and WDM. If it's an efficient bus service people will use it.
- (8th Street option) Best for Broadway
- (8th Street option) Best option
- (8th Street option) Less expensive option
- (8th Street option) Best option for including Buena Vista, making the city more inclusive
- (Mixed option) Doesn't serve the community. 12 buses are enough we walk and bike
- (Mixed option) Will no longer be a pedestrian or heritage area
- (Mixed option) This isn't an improvement on what exists already and isn't BRT
- (Mixed option) Decision should be made not by emotion, but by intelligent experts. Not politics.
- (Mixed option) Doing this option will lead to dedicated lanes in the future
- (Mixed option) Concerned that because of lights being coordinated people won't be able to cross
- (Mixed option) Only token change
- (Mixed option) Won't increase the # of people accessing Broadway
- (Mixed option) Slower than Sid Buckwold. School zones make it slow. Buses will pollute, shake buildings, make noise
- (Mixed option) Concerned about increased crime / vandalism

- (Mixed option) Beautiful cities have always conserved an area; that is Broadway
- (Dedicated lanes option) BRT makes eminent sense for pedestrian and heritage focused street
- (Dedicated lanes option) There is not enough bus riders to warrant the cost of this option: destroy business, no parking, bus riders don't shop on Broadway
 - o ?!? YET
 - o This is classist and assumes people who use transit aren't shoppers, which is untrue
 - o We must look beyond parking woes of today to see benefit for tomorrow
- (Dedicated lanes option) I am worried about lack of parking which is a problem now
 - o Take a bus
- (Dedicated lanes option) Will hurt business on Broadway – no place to park
 - o Take a bus
- (Dedicated lanes option) Concern about seniors' lack of access to centre stations
- (Dedicated lanes option) Most reliable for riders
- (Dedicated lanes option) BRT on Broadway will maintain strong connection with downtown
- (Dedicated lanes option) Doesn't serve the community. 12 buses are enough. We walk and bike.
- (Dedicated lanes option) No longer be a pedestrian or heritage area
- (Dedicated lanes option) Jaywalking @ high school
- (Dedicated lanes option) I count 10 cars a day parked in the bus stop. Not enough parking.
- (Dedicated lanes option) As a condo owner near 5 Corners, I may lose \$ on my property if transit is not close by
- (Dedicated lanes option) Put transit stops where the rider destination is, not where you know it is not
- (Dedicated lanes option) Do vibrations from buses impact building stability?
- (Dedicated lanes option) Why take out the boulevards and trees?
 - o Put somewhere else

- (Dedicated lanes option) With dedicated transit lanes, when the bus doesn't run at night can cars use the lanes?
- (Dedicated lanes option) Need BRT dedicated lanes for Broadway to avoid bottlenecks and get riders home faster
- (Dedicated lanes option) Best option. Will bring people to Broadway.
- (Dedicated lanes option) Could gain parking by running angle parking west of 9th St
 - o Please don't. Angle parking is terrible for traffic flows.
- (Dedicated lanes option) Broadway dedicated centre lanes is my preferred option
- (3rd Ave option) 3rd Ave more central
- (3rd Ave option) If the analysis points to one route being best, do that
- (3rd Ave option) Respect \$ spent on existing infrastructure
- (3rd Ave option) Concerns are coming from voices of those not taking transit – they are car drivers not thinking about the needs of riders
- (3rd Ave option) Think about impacts of buses on old buildings (vibrations)
- (3rd Ave option) Snow is currently windrowed and stored in middle of road for a min. of 72 hrs past snowfall. A new strategy will be required with an increase in cost of maintenance
- (3rd Ave option) Why remove new boulevards and trees that taxpayers recently paid for when the route could go somewhere else?
- (3rd Ave option) Best option – middle of DT – lots of biz
- (3rd Ave option) Take into account taxpayers (cost) and consumers – don't like either BRT or AAA
- (3rd Ave option) Even coverage of downtown is key
- (3rd Ave option) 3rd Ave makes sense = it's central and has more downtown coverage
- (1st Ave option) 100% better – better destination
- (1st Ave option) Easy to say "they" should so that, but need to walk in others' shoes

o On a cold day, try experiment with business owners walking from Bessborough to 1st and wait for transit. See if acceptable

- Sutherland and Forest Grove lose! Should not favour suburbs over Central Ave and 115th St
- Traffic congestion and Attridge and Central is already very bad for drivers. Perhaps adding a major hub is then going to worsen it.
- Proper education and marketing for BRT
- Evening / weekend service needed – people work all day and all night and buses don't reflect that
- Green/red line across University Bridge could be rough – already congested
- Why double red/green down 22nd instead of coverage to 33rd?
 - o Agreed
- Can this be converted to a tram system at a later date?
- Isolation of west-side residents a safety, affordability and inclusion concern
 - o Agree
 - o Agree
- Would it make sense to have BRT to the airport?
 - o Agree
 - o Agree
 - o Agree
- Midtown plaza – people prefer #19 every 10-15 minutes, not every 30 minutes
- Connections to BRT have to be good with not too far to walk or people won't use the bus any more than today
- Route 5 needs to stop on 24th & 6th Ave – too long a walk for people with disabilities
- Allow 3 hours of transfer time – It gets expensive
- I vote for the BRT on Broadway – that's where all the people and shops are
- How are we going to change the culture around public transit in Saskatoon? The success of this requires ridership

- How do we afford transit pass is other transportation needed for timely, reasonable use on evenings / weekends... 1 hour or more after movie not reasonable
- Lot of potential for development at Lorne Ave in the future... has that mainstreet village feel
- Include increased summer and winter road maintenance costs in life cycle of project – new operational strategies and equipment will be required
- Long lights and speed of traffic means difficult to cross 8th St and get on/off
- Connections into Fieldhouse important for seniors
- BRT has to connect well to local services
- 8th St curb lane from Broadway to Moss should be right turn only except buses in both directions to reduce congestion and improve buses
- I can't run too fast. Try to catch other bus because of disabled walker.
- "Park and ride" is important to success of BRT
- Do I have to pay twice? Consider a day pass in lieu of 1-way fare
- Planners should ride the bus to understand the experience – what riders and drivers need
 - o Agree
 - o Agree
 - o Agree
- Consider heated bus shelters that require a ticket to enter
 - o Warming shelter for all in need! More inclusive communities needed
- Free bus! (like U of S)
- Bike packing (at stops)
- 5 min wait

Emails to BRT Engagement Team

1. (January 21, 2018)

I really appreciate the City of Saskatoon being so pro-active about public transport. I am not currently living in Saskatoon, so it is hard for me to be active at meetings etc. I would just like to give my 2 cents about the future of public transport in Saskatoon. This is a huge deal as the population grows. To be able to get around without a car is something that would be my goal if/when I move back to Saskatoon. I would prefer to bike anywhere 20 minutes or less and take public transport for anything over 20 minutes. I currently live in Berlin Germany, and this is how I do it here. Obviously Europe has been perfecting there transportation systems for decades, so it is very efficient. But like I said, the fact that Saskatoon is doing so much research and planning is awesome. 5 years ago I lived in Willow Grove and tried to use the bus to get downtown. It really was a nightmare. It took me about 90 minutes. I am excited to see the new plans and am encouraged to see ridership up 8.5% in 2018.

Keep up the good work and lets make Saskatoon the best public transportation city in Canada!!!!!!!

2. (December 18, 2018)

I want the route to be 1st ave -Idylwyld. Please do not destroy our iconic Broadway. The BRT will not bring additional business to Broadway but will increase loitering and all the other negatives experienced on 23st. Remember the hype on 23rd st and then the disappearance of businesses and buildings. Broadway is the highest tax base in Saskatoon why would you want to lose that? History says you will.

A further comment. I just negotiated 4 renewal leases in the last 3 months all were for less money and all cited the BRT on Broadway the negative impact is already effecting our businesses.

3. (December 24, 2018)

The past few times that I'm in shelter waiting for the No. 6, I've been thinking about what could realistically enhance the experience. My thought is a rubber standing surface instead of the typical concrete slab. A rubber surface is softer to stand on, but more importantly—it's warmer to stand on than concrete. I'm not sure about your office, but not many ppl over here wear Sorrels to work in the winter and instead opt for a shoe of some type. At any temp below 0, and especially around the -15 and colder a shoe has next to no insulation and the cold of the concrete sucks the heat out of your feet making you feel cold.

I know it's not overly practical to replace existing shelters, and topping existing concrete slabs with rubber could create ADA issues. However, from a new shelter perspective, designing for a rubber standing surface would be easy.

I would anticipate Shercom Industries (or whoever) could fabricate a rubber standing product that would be suitable for a shelter floor application.

4. (December 19, 2018)

It would be a horrible mistake to have buses blasting down either 3rd Avenue or Broadway Avenue. I believe that doing this will decimate the businesses there.

5. (December 18, 2018)

No BRT on Broadway

6. (December 12, 2018)

My preference is for the route to be made over the Idylwld bridge. It allows for service along the full length of 8th Street. Additionally, with two school zones along the stretch of the proposed Broadway route I'm wondering how rapid the movement of passengers will actually be and how safe the street will be for school children.

As a business owner I know the impact the infrastructure work a few years ago had on my Broadway business. I feel the work to install the transit route would be detrimental if not fatal to many businesses on Broadway.

7. (December 12, 2018)

Dear Mayor and City Councillors,

The BRT must be a community effort. When community members are against a project it has little hope of being well received or of its success.

The residents of Nutana are largely against the BRT going down Broadway. Most store front merchants are against the BRT going down Broadway. Those who expressed a view from Varsity View are largely against the BRT on Broadway. Downtown Open House showed that people favoured Sid Buckwold Bridge not Broadway. The Heritage Society which represents many Saskatonians stands against BRT down Broadway. Saskatoon Tourism, representing many businesses and residents stands against the BRT running down Broadway.

The BRT running down Broadway will cause irreparable division in our community.

The community has voted for you to represent us. Clearly we have stated NO BRT on Broadway please.

We are counting on you to represent us.

8. (December 6, 2018)

Hello, On your plan for this intersection I noticed that College Drive will be expanded from 2x3 lanes to 2x3 PLUS 2 bus lanes where, to complicate things, buses will drive in opposite directions. As a pedestrian who crosses College Drive on a regular basis, I find your solution simply abhorrent. I guess that pedestrian crossings of College Drive are, by their location, the busiest in the city. So extra special attention for the needs of pedestrians on this section of road should have been fundamental in your project. But I do not see any of that.

I fully expected that you would have gone from 2x3 lanes to 2x2 for private vehicles plus 2 lanes for public transport. That is what I see being done in European cities and that seems totally logic to me. That is the ONLY way we can curb traffic downtown and make the Saskatoon city centre 'livable' again.

This proposal to me is a BIG disappointment. Everyone is a pedestrian at some point. If we do not force people out of their cars and into public transport, this BRT exercise is wasted taxpayers money. Thank you.

9. (December 19, 2018)

Although I can certainly appreciate the need for improved bus routing and scheduling in the city, I wish to state that I am very much against the BRT Nutana /Broadway routing option.

I see the proposal as not only changing the essence of an historic Saskatoon neighbourhood, possibly beyond redemption, without any perceived benefit to the residents living there, but also incurring substantial unnecessary additional implementation costs, over the seemingly more sensible alternative; the Senator Sidney Buckwold Bridge route.

In addition, from the private vehicle perspective, I can foresee that driving down Broadway Avenue from 8th Street across the bridge would be an exercise in total frustration if the proposed changes are put in place, as even under the present circumstances, the road is consistently a traffic bottleneck.

I know that the 'pat' answer to this last point, will predictably be, 'well then take the bus'; however, for many reasons, that option is not always convenient. For better or worse, it is basic fact of life that we live in a city where tens of thousands of private vehicles still negotiate it's roads every day and, the situation will likely remain this way for the foreseeable future. It is undoubtedly the wish of all of us to see the reliance on private vehicles as a source of transportation reduced, but in the meantime there has to be a meaningful awareness and effort made by the public transit system, to also accommodate the needs of these motorists.

10. (December 4, 2018)

I think a circle drive route should be added that only stops at a 3 stations- North Lawson, South Stonebridge, West Confed to make it easier to get to different parts of the city.

11a. (November 17, 2018)

We would like to add our names to those opposed to the bus-only lanes on Broadway Ave. Broadway is one of the few areas in Saskatoon that functions extremely well for pedestrians, bicyclists, public transit and motorists. The commercial enterprises are doing well because local people as well as those from other neighbourhoods enjoy the ambience and come to shop there. We also have popular events such as the Fringe Festival that would not be compatible with a BRT corridor.

While we are certainly in favour of improved public transport, it makes no sense to destroy a well-functioning business area by turning it into a BRT corridor. "Bus Rapid Transit" means just that, and it makes more sense to have those buses going rapidly down 8th St. across the Sid Buckwold Bridge to downtown. Of course, a BRT corridor only works if there are feeders to that corridor and the buses that now run on Broadway Ave. will serve very well as those feeders.

11b. (November 21, 2018)

"Cities that have introduced this type of public transit have seen increases in ridership, residential development and property values". I hope you will not use this rationale for touting this plan. Our neighbourhood does not appear to have any problems with residential development, because it is already

considered to be a very desirable neighbourhood to live in. In fact, we have a lot of infill housing going up pretty consistently and the property values are already high. And as I mentioned before, the businesses are already doing well.

You are right to mention the disastrous effect of the 23rd Street bus mall. If you miscalculate, it will take a very long time for our neighbourhood to recover. Yes, revamp the transit system, but I would ask again, if a neighbourhood is already working well, why would you even consider jeopardizing it?

12. (November 29, 2018)

The rapid transit needs to go along 8th street.

Please do not ruin Broadway Avenue – the businesses, the street fairs, the outdoor cafes and dining in summer – this is what attracts people to live here, shop here, dine here.

I notice that the hours you offer at various locations for transit user input is limited to morning and early afternoon users – why is that?

Please, please do not ruin Nutana.

13. (November 22, 2018)

Currently the city is planning for rapid bus service. I think improving the regular bus service should be a priority. When my kids were in school, they often were late due to buses that did not follow the schedule. If you look at this discussion on the Saskatoon sub-reddit, you will see that things have not changed:

https://www.reddit.com/r/saskatoon/comments/9zaygh/how_reliable_is_transit/

People wonder why transit is under-utilized in this city. There is talk about the schedule being too infrequent or not available late at night. I think it starts with people not being able to trust the schedule you already have. If the bus arrives every 5 minutes and is not on schedule, not a problem. If it only arrives every half hour and is late or worse early, that's a problem. People who take buses typically have the sorts of jobs where flex time is not an option.

14. (November 26, 2018)

I would like to voice my objection to having bus rapid transit lines running down Broadway Ave and 3rd Ave. I believe these streets would be poor choices to restrict traffic from. I work on 3rd Ave downtown, and live in Buena Vista near Broadway. I also work with a restaurant on 3rd Ave, and having no street traffic in front of their restaurant would be a disaster for their business. Thanks very much for considering other options about the future of our transit system.

15. (November 26, 2018)

I would like to voice my objection to having bus rapid transit lines running down Broadway Ave and 3rd Ave.

I believe these streets would be poor choices to restrict traffic from. I work on 3rd Ave downtown, and live in Buena Vista near Broadway. I also work with a restaurant on 3rd Ave, and having no street traffic in front of their restaurant would be a disaster for their business.

Thanks very much for considering other options about the future of our transit system.

16. (November 19, 2018)

I was able to attend the November 8th information session at Emmanuel Anglican Church. I was very impressed with the displays and staff that were on hand to answer questions. The cycling network is long overdue and I totally support the initiatives for more bike lanes. Numerous studies have shown that cycling numbers increase and accidents decrease as cycling infrastructure is put in place. I love the lanes on 23rd street and 4th avenue.

Regarding the BRT routing, I feel strongly that we need to have this going down Broadway Avenue if we have any hope of it being used. I don't understand how folks think there will be any ridership if the routing takes it across the freeway bridge. A mixed traffic approach on Broadway seems like the best solution to deal with some of the concerns. Reducing the speed limit to 30 km on Broadway would help cyclists feel more comfortable riding in the traffic. I do a lot of cycling and avoid riding on Broadway because of the traffic speed. Finally, the buses should run later on the weekend to help folks get home after the pubs close.

I applaud the city for the vision to look at alternatives to the automobile model. There is a lot of resistance to change on this front but I think that the successful initiatives from other cities should encourage all of us to look at these alternatives. Keep up the good work.

17. (November 13, 2018)

Unfortunately I was unable to attend the Come and Go Engagement Session held on November 8, 2018 but would like to express my opinion. As a resident of the Broadway area and an employee of one of the shops located on Broadway, I would like to say that I am TOTALLY opposed to the routing of the BRT over the Broadway Bridge OR down Broadway Avenue. I am not against the BRT just feel VERY strongly about where it is routed. It does not need to be routed down the center of one of our VERY FEW historic walking areas in the entire city of Saskatoon. There are several schools, outdoor cafes, not to mention festivals being held on Broadway and I do not feel rapid transit is AT ALL compatible with these. There is absolutely NO reason why it cannot take the Idylwyld South Option and have a stop at the corner of Broadway and 8th Street. I STRONGLY feel that Broadway should remain a walking/historic area and is NO place for a BRT system. We are not promoting a healthy lifestyle if we are unable to walk the mere half dozen blocks that the Broadway District consists of. We are no where near the size of some of the other cities that were used as comparisons. I feel we should be promoting physical activity (walking and cycling) and would even rather see the street from Five Corners to 8th Street closed to ALL vehicle traffic.

18. (November 10, 2018)

NO BRT ON BROADWAY please, the BRT Station at the corner of 8th and Broadway and regular bus service down Broadway is enough for Broadway Transit.

19. (November 16, 2018)

I feel not safe place on First Avenue night time because I am Woman and disabled cerebral palsy with walker. That is very dangerous for night! Also daytime is very dangerous too!! I prefer use 3th Avenue more safe for women. Thanks very much!!!

20. (November 17, 2018)

We would like to add our names to those opposed to the bus-only lanes on Broadway Avenue. Broadway is one of the few areas in Saskatoon that functions extremely well for pedestrians, bicyclists, public transit and motorists. The commercial enterprises are doing well because local people as well as those from other neighbourhoods enjoy the ambience and come to shop there. We also have popular events such as the Fringe Festival that would not be compatible with a BRT corridor.

While we are in favour of improved public transit, it makes no sense to destroy a well-functioning business area by turning it into a BRT corridor. Bus Rapid Transit means just that, and it makes more sense to have those buses going rapidly down 8th St. E., crossing the Sid Buckwold Bridge to downtown. Of course, a BRT corridor only works if there are feeders to that corridor and the buses that now run on Broadway Avenue will serve very well as those feeders.

21. (November 7, 2018)

I'd like to voice my opposition to the planned Broadway-3rd ave plan for rapid transit. It makes no sense to close traffic and parking lanes on the two streets that currently encourage pedestrian traffic on Broadway and through traffic on 3rd ave. Sid Buckwold bridge and first ave make much more sense for rapid transit with 1st ave being central to downtown with the development on the other side of Idylwyld and the Midtown Plaza and large office towers on 1st ave. 3rd ave is now the main artery downtown with 2nd and 4th ave now bike and pedestrian friendly. 1st ave has very little in the way of small storefront retail shops while 3rd ave is comprised heavily of the aforementioned.

22. (November 6, 2018)

I think option 3 is a better alternative (Sid Buckwold Bridge). Broadway must be preserved for what heritage is left. Thank you.

23. (November 7, 2018)

I am resident of Evergreen, but I grew up in Nutana and my parents still live there. We visit the area frequently and enjoy walking around Broadway and the surrounding streets. I am concerned that the BRT travelling down Broadway would significantly impact the walkability of the street. Further, with 2 schools, 2 school zones, and

lots of children, bikes and pedestrians, extra passing buses could compromise the safety and take away the enjoyment of walking down Broadway. I would strongly support the bus running down the Idylwyld Bridge and down 8th St. Thank-you for your attention.

24. (November 7, 2018)

please DO NOT put the BRT on Broadway or Third Avenue.

25. (November 6, 2018)

I am strongly opposed to the rapid Transit lines being put in place on Broadway and Third Ave. 1st Avenue and Sid Buckwold bridge is a far better option for local businesses and for the heritage feel of our downtown core.

26. (November 9, 2018)

I write to you to pass on my input for this engagement which I was not able to attend last night. Many considerations to share.

Engagement process:

- Might you consider holding more than one session on more than one date in multiple locations to provide people with as many opportunities to make your sessions as possible? I know that getting people out to your events is difficult, but you truly need to make it as easy as possible for people and offering them at least two options would help to accomplish this.

- Might you consider providing an opportunity to provide written feedback through these community letters you send out? For those who are unable to physically make it to these sessions? My guess is the people who are using public transit are those who are marginalized in some capacity (e.g. mobility issues, have multiple jobs at odd hours, etc.), thus requiring alternative opportunities for engagement.

- Why is it there is no information about the cycling network on the back of the letter? There are route options for BRT, but none for the cycling network.

- "We want to work with you to ensure our streets meet the needs of all road users" - might you consider diverting budget funding from road construction (serving the car) to sidewalk and bike lane construction to meet the needs of pedestrians? It is rather shocking to have moved here and see that in a residential area of Varsity View and Nutana that there are many streets without sidewalks... If you are not going to build these sidewalks, lower the speed limit to increase people's comfort with braving the world as a pedestrian.

For the "bus rapid transit":

- I see that the line through Broadway is a "blue line option" instead of a "bus line". This street and area is a main corridor linking downtown and the Broadway area. I see there is absolutely no way that you could justify putting it anywhere else. I would strongly urge you to have this as a "blue line". This may be a lack of correct interpretation of your language in the map and what these mean, but there is no information about what

those lines mean on this sheet and you cannot expect the average citizen to go to your website to inform themselves of your full plans. These letters should inclose main points of full information.

- I would strongly urge you to place two stops along Broadway - that second stop is critical to capture all people who are heading downtown. It makes less sense for people to walk in the opposite direction to get on a bus that is going North.

The passage of "rapid transit" through the Broadway area is critical to facilitate and maintain a vibrant, pedestrian-friendly city.

27. (November 9, 2018)

We would like to add to the chorus of voices who are opposed to the BRT option along Broadway. We live close to Broadway, and enjoy the character of the streetscape. In the summer, particularly, Broadway is a place to meet friends and family in the local restaurants, have coffee, and/or shop. We think that the BRT will destroy the vibrancy of this unique neighbourhood, and therefore urge you to look for other options for the BRT.

28. (November 8, 2018)

A big NO to turning Broadway into a rapid transit bus route. After decades of Broadway businesses putting forth all sorts of efforts, money and making it such a trendy area now City Council just wants to trash it and it will destroy all the work done to make it such a unique area.

29. (November 9, 2018)

I was unable to attend the #broadwayyxe info session on #brt plan tonight, but as someone who lives & works on Broadway I am fully supportive of dedicated lanes on B'way for BRT. Healthy option that will set the street up for cont'd success in the future!

30. (November 8, 2018)

No to busing changes on Broadway Avenue. Please protect the heritage of Broadway Avenue! Our city needs to support these communities that we love.

31. (November 6, 2018)

Please, do NOT put rapid transit on Broadway or Third Ave. Sid Buckwold Bridge to First Avenue is the best option that will protect our heritage and pedestrian districts long into the future. This is a very important civic decision that will affect the city for years to come.

32. (November 6, 2018)

I would like to address some issues that I see with the current proposal to implement a rapid transit service in our downtown.

First off, as a business owner in the downtown core, we struggle to get customers into our location due to the limited parking and the price of the parking. Our competition is the outlying malls with free parking and no time limit imposed.

This in itself is driving customers away from the downtown core and this would only make this situation much worse.

The constant complaint from our customer is the lack of parking.

Today's consumer demands convenience, and this would most certainly take that away.

33. (November 6, 2018)

Please do not put a BRT on Broadway. Include Buena Vista allowing connections to WDM / Prairie Land/

Lorne Ave/ Diefenbaker Park and use the most efficient and user friendly run from mall to mall in 15 minutes! Increase ridership and make this very expensive venture work. Broadway is 'sacred' to many people and putting a BRT on it would be a bad idea for our community of Saskatoon and for future generations. I challenge you to look at 'beautiful' cities. All of them have had to make difficult choices. Gratification for the moment or wisdom for the future. Wisdom has been the long lasting reward for beautiful cities. Saskatoon Tourism, Heritage Society, a continuing petition of over 700 people, a petition of 27 store front Broadway merchants and many more area and community residents ask that the wise and lasting choice be made to keep the BRT off Broadway. I also ask you to listen to this plea of wisdom and do the right thing. Please keep the BRT station on the corner of Broadway and Eighth Street and run the BRT across Sid Buckwold Bridge to First Avenue Midtown Plaza. Option #3

34. (October 30, 2018)

I am very upset about the idea that the Bus Rapid Transit (BRT) may not run down Broadway Avenue.

My understanding is that some businesses on Broadway do not want the BRT running down Broadway and 3rd Avenue. Many of the managers/employees of those businesses drive to work and park behind their buildings (just go down the back alleys and you will see all the cars parked behind the buildings! e.g. Steep Hill Co-op on Broadway). Even though they drive to work on Broadway, they are telling those of us who live in the area and use public transit daily, just to walk extremely long distances to public transit. My understanding is that these same businesses are worried about their sales dropping, even though the BRT would bring more people to Broadway to spend their money on Broadway.

If there is no BRT on Broadway to 3rd Avenue, that means many of us will have to walk at least 1/2 kilometre to catch the BRT (e.g. from 5 Corners area to 8th Street). Now imagine seniors walking this distance in the winter (snow, ice and as low as -40 C temperatures), some with mobility issues and canes, sometimes in the dark, to get to appointments, shopping for groceries, for social events, etc. This is an unacceptable idea and the BRT MUST RUN DOWN BROADWAY! There are many, many people living in apartments, condos, etc. in this area and use public transit, not cars (including many people who travel to the University of Saskatchewan). Many people have wisely given up their cars, or chosen not to buy one in the first place) and only use public transit.

Now imagine if it was your relative (your grandparent, your parent, your sister or brother, your child, etc.) or your friend, or you were being told that public transportation on a major corridor in Saskatoon will no longer be available.

Public transportation also helps to reduce road congestion and travel times, air pollution, and energy and oil consumption, all of which benefit both riders and non-riders alike. With regards to climate change, we all know we only have a few years left to make drastic changes to save the planet...Saskatoon residents need to make the change and get away from relying on their cars NOW! Sometimes leaders have to make the intelligent decisions for the rest of the residents in the city. In this case, Saskatoon Transit, etc. need to move forward with the original BRT plans, including down Broadway Avenue and 3rd Avenue.

Saskatoon needs public transportation to increase, not decrease, especially down major corridors, including down Broadway Avenue to Third Avenue!

35. (October 30, 2018)

I work downtown and also enjoy bike riding.

Re Bus routes, I have concerns re the current arrangement where very large, road busting, traffic clogging buses which are quite often almost empty are operated where in many other Cities they have turned to smaller van type public transportation, often privately operated.

Please let me know why we are limited to the large buses.

The public also should be well informed about the cost to the City.

Re Biking, I enjoy riding as much as anyone but I was driving to work on the 200 block of 4th Ave and as I was making a right turn on a green light at 4th and 20th a bike rider came from the North riding in his bike lane and was entering the intersection as I began my turn.

He was riding fast and the presence of this bike rider created another hazard.

What if he was riding up on my vehicle from behind?

So as a vehicle operator one must look left to see if there are vehicles or pedestrians, look to right rear to see if there's a bike coming fast off the Broadway bridge and now also look forward to make sure no bike rider is coming fast through the intersection.

In my view it is an accident waiting to happen, the vehicle operator has too many hazards to watch out for.

Then we have our climate.

Bike riding is optimal May- October. Bike routes are generally a waste of space when we have snow.

Bike routes downtown ought to be limited to one or two and the emphasis ought to be along the River on the

Meewasin Trail so the disruption to vehicular traffic is minimized.

The problem is that the City is trying to accommodate too many users and as downtown becomes more inaccessible to those of us who drive to work there will be more migration of professionals paying office rent and taxes away from downtown to the suburbs.

36. (November 5, 2018)

I am not able to attend the upcoming Nutana engagement session, but I want to log my strong support for the BRT route through Broadway and Third Ave. Such a route, with short waits between buses, would actually convince me to use the bus to go to Broadway or downtown. (I now walk, or drive if the weather is bad.)

A route along Idylwyld would be useless to me, as it would not take me to Broadway shopping, where I often go, and would take me to the edge of downtown instead of the middle.

To merchants worried about a bus route through their areas, have they tried to park on Broadway or downtown during the day or evening? I think they will find that a BRT route will actually increase their business and make both Broadway and downtown attractive destinations for what will then become foot traffic on the streets. It will also allow their employees better, quicker access to downtown, freeing up parking and traffic space.

37. (October 28, 2018)

Virtually impossible to find out when and where the upcoming consultation on BRT routes are being held even though I am supposedly on the notification lists. No wonder people in the area state that they are uninformed about what is happening. Please let me know that info asap. Thank you.

38. (October 19, 2018)

I am very concerned that the BRT will ruin Broadway with the bus traffic, fumes, and commotion. Broadway is an iconic area of the city and making these changes will change the Broadway area in a negative way. Please look at other options. In my mind Broadway is perfect as it is so why mess with it!

39. (October 21, 2018)

I live near 5 Corners and take the bus every day to different parts of the city.

I am very disappointed to hear that merchants on Broadway don't want the BRT running down Broadway Avenue. Many of the merchants on Broadway DRIVE their cars to go to work (just look at the back alley parking of many of the businesses, e.g. Steep Hill Coop). Those of us who live near Broadway and use the bus daily for our transportation also should have a say in whether or not Broadway has the BRT...we're the ones using it!

I DO WANT THE BRT RUNNING DOWN BROADWAY, PLEASE!!!

40. (October 5, 2018)

Building owner. Worried about the ambience of Broadway. That it is similar to Grannville island in Vancouver that people go there to see it because it's a special place. Has the preference to use 1st avenue and Idylwyld instead of using Broadway. Want it to be that when you come to Broadway that you feel it is a place that dragged you there not just a commercial street.

41. (September 29, 2018)

I live close to Broadway and walk or drive this route several times a day. I am OPPOSED to a designated rapid bus lane.

- Broadway is a very busy street now and traffic is congested much of the day, with very slow traffic at peak city wide travel times.
- Side streets are narrow, so a car making a right hand turn, especially heading south, already slows traffic on Broadway.
- Vehicles which are backing into parking spots also slow the flow of cars. If there were a designated bus lane, traffic flow would be greatly hindered.
- The heavy traffic is also affected by pedestrians. Sometimes only a couple of cars are able to turn onto Broadway due to pedestrians crossing.
- Pedestrians also are impacted by the heavy traffic, of course. If there was only one lane for cars, I think the street would be more dangerous for pedestrians. I know your committee has considered the schools on Broadway in your plans, and the sometimes erratic pedestrian behaviours of children.
- I also think the speed limit on Broadway should be the same from the bridge to 8th Street, as a change for part of the street is only confusing and not often adhered to by motorists.
- I know that many well established businesses on the street project a decrease in business if a BRT is implemented on Broadway. From a shopper's perspective, I agree with this assessment. The whole feeling of a vibrant, busy and unique avenue would lose much of its personality and ambience, and feel more like a thoroughfare. Potential shoppers may even avoid the street because of increased congestion.

Perhaps a rapid bus could use Broadway, but stay in the usual bus lane and have fewer stops than a regular bus. It is not a long street, and the bus would still have to stop at traffic lights anyway. Thank you for enabling us to present our observations and opinions.

42. (September 14, 2018)

'The routes identified could be transitioned to other forms of mass transit in the future like light rail once population and ridership are at a level that can successfully support them.' is likely not to succeed.

My concern is this approach assumes that 'once population and ridership are at a level that can successfully support them' then the transition to 'light rail' could occur. My concern with such planning is that there is an 'assumption' that people will begin to use the current mode (rubber-on-the road) once it is fully instituted. There is a basic premise with this thinking that I believe has not been taken into consideration, and that is... 'regrettably or otherwise in this day and age, people make most of their life decisions base of convenience, and with the current plan for transit, it will not satisfactorily address the concept of 'convenience'. A plan which initiates light-above ground rail transit on main thoroughfares (above the street level middle) such as 8th Street, 22nd Street, etc. will more immediately be seen as more convenient.

Having ridden of such designed transit systems as in Vancouver, there is no question that more ridership results.

43. (October 3, 2018)

I am opposed to BRT in Saskatoon completely and don't believe the City will reach a population of 500,000 ever.

44. (October 1, 2018)

As an individual who lives only half a block off Broadway and drives and walks the area, I wish to express some concerns that I have about the proposed rapid transit system.

I have read the material on the websites and one of my first concerns is putting in exclusive running ways along Broadway which means conversion of the median and one lane of traffic in each direction. This will alter Broadway's unique look, narrow roadway available for parking and car traffic. Broadway is a special business area, unlike any other in Saskatoon and less parking and car roadway will, I fear, seriously impact the businesses in the area. Already people complain that they can't find parking and in the past four days, I have seen 2 cars parked in bus zones. They may get tickets if caught but those vehicles emphasize the lack of parking spaces on and around Broadway.

Some of the material suggests that Idylwyld Dr, First Ave, the Buckwold Bridge and 8th Street be used as an alternative to Broadway. I like this option but realize people may complain about how far they have to walk to access a business on Broadway. Another alternative is the new Traffic Bridge, Victoria with a left turn onto Main and another left turn on to Broadway heading to 8th Street. This option would mean less disruption to Broadway and most of its businesses. It would also mean keeping more of Broadway's special ambiance intact.

I like what I have seen in the descriptions of the BRT stations in that they will be well lit, provide universal accessibility, and protection from wind, rain and snow and include a heat option.

I note that some of the cycling network is set up for walkers and cyclists. Hopefully it will be well marked so walkers are not being hit by cyclists. I also want to express my concern that the bike lanes we have on 4th Ave are not well used in winter from my observation and make 4th Ave more dangerous for vehicle traffic.

I appreciate that we want to become a more bike friendly city but let's be realistic there are few cyclists out there in our cold winters which tend to last six months of the year.

I hope all of the above considerations will be part of your discussions with all the stakeholders.

45. (September 27, 2018)

I would like to express some views on the proposed Bus Rapid Transit.

First, let me say that I am in support of the Plan overall.

Second, I am slowly learning to trust the City again after the fiasco of the 9th Street closure. I was in support of the closure overall and certainly of the plan to test it out but was incredibly disappointed when Council overruled the process and voted to open it up. The traffic calming measures the City has taken on Victoria Avenue has increased my faith in what you do so I believe that whatever you decide for the Bus Rapid Transit will be a well thought out process.

Third and final - my feedback. I live on Eastlake and ninth, my children attend Victoria School, which we walk to and from every day and I work just off Broadway on 10th Street. And we have a big dog in need of many walks. I must walk Broadway and environs multiple times a day. So I am concerned about a system that would ruin the ambiance and experience of this neighbourhood.

My main concerns with Broadway being a main artery for the BRT is 1) the destruction of the meridians and most importantly the trees. The trees are a large part of the neighbourhood. I love seeing the crabapples bloom outside of the school. As the City has not done a stellar job of replacing dead trees on the sidewalk. I worry that the destruction of those trees and the lack of replanting of dead trees will make Broadway lose its small neighbourhood feeling. I don't want us to turn into a suburban, driving, parking, neighbourhood. My second concern is with the noise created by buses continuously going down the street. I have lived on a bus lane in Ottawa and it was awful. Walking down the sidewalk, you couldn't hear the person right next to you. Again, I worry that the ambiance of Broadway will be ruined. No more outdoor sitting as no one would be able to hear their dining partners and their glasses and plates would shake (as did our windows in Ottawa), as a bus went by. For these reasons, I would prefer to see the BRT to go down Idylwyld Bridge instead. It is already an unpleasant bridge to walk down - I already know to stop my conversations with my friends as I job on it as I won't be able to hear a word they say.

If you can assure me that the ambiance of Broadway would not be changed by the BRT, then I would support it but my past experience with high frequency bus routes have not been positive to the pedestrian and Broadway is in my opinion, first and foremost one of Saskatoon's only pedestrian shopping and eating areas.

46. (September 26, 2018)

We are not happy with the coverage between Weyakwin Dr. and Boychuk Dr. at Kingsmere.

47. (May 31, 2018)

Process:

- Lack of information available to public has been a frustration. Constantly changing information has led to many rumors circulating in the community. Information available on line (Draft – February 2018) is outdated and inaccurate (Ecole Victoria School is identified as a 'high school').
- The current proposed scenario (accurate, most recent information?):
 - The centre two lanes, one each direction, will be BRT lanes.
 - A single vehicle driving lane each direction and curbside parking will take up the remainder of the street.
 - Some curbside parking stalls will be removed. (How many and where as yet to be determined).
 - The centre median (all or in part) and its trees (all or in part) will be removed.
 - The BRT buses will run north and south every 10 minutes. Regular bus routes will continue to run in a normal fashion.

Questions:

- What days & what hours of operation will BRT buses run?
- Will BRT accommodate shift workers, 7 days a week? Will BRT facilitate High School and U. of S. students arriving on time for both day and night classes, and being able to return in a timely manner? Will someone needing to get to employment across the city be able to use BRT to arrive at work on time?
- Where will the passengers access (boarding and exiting) the BRT buses?
- Will BRT bus drivers be able to over-ride the east-west pedestrian crossing lights on Broadway (as suggested in the Feb. 2018 Draft), thus creating longer wait-times for pedestrian, including elementary school children and high-school students?
- How will BRT on Broadway impact the street festivals held on Broadway? Groups involved with festivals, such as the Fringe Theatre, Broadway Street Fair, Bikes- on-Broadway, Saskatchewan Marathon and others should have adequate time for input. Have they been consulted and their opinions received? Will the BRT line will be diverted, and onto which streets?
- Regular buses will continue to operate on Broadway? What lanes will these buses use? Where will these bus stops be located? What kind of time schedules will these buses have? How many and at what time intervals?
- How many buses can one expect to see/hear on Broadway in any half-hour period during the day?

Concerns:

- Buses every 10 minutes will disrupt the ambiance of the Broadway Commercial District to its detriment. Noise, dust, pedestrian crossing disruption will impact the pedestrian experience for local residents and visitors in a negative fashion. Sidewalk cafes/patios especially will be impacted by noise and dust of almost constant bus traffic.
- How and where will passengers will board & exit BRT buses. If BRT lanes are in the centre lanes and passengers are boarding and exiting at curb-side, will BRT buses be cutting across driving lanes?
- There are suggestions that a BRT 'terminal' (for boarding and exiting access on Broadway) will be installed on both sides of Broadway between Main Street and 8th Street, and a number of parking stalls will be removed to facilitate this. Will this create something similar to the 23rd. Street "Bus Mall" downtown. The incivilities associated with that Bus Mall have had a tremendous negative impact on what had been a viable commercial street with numerous small businesses. Will we be able to look forward to similar impact on Broadway?
- Loss of parking spots in an area suffering from parking overload will have a serious detrimental effect on smaller 'destination' businesses.
- General vehicular traffic reduced to one lane each way on Broadway, may cause "shortcutting" through the residential neighbourhood (eg. utilizing rear lanes, Eastlake and Dufferin Avenues) to avoid backed-up single driving lane. This effect has been noted with the introduction of School Zone speed controls.
- Will the BRT buses be able to over-ride the pedestrian crossing lights to cross Broadway? This has the potential to create longer wait-times at the cross-walks. Long wait-times at pedestrian crossings frustrate pedestrians and lead to more incidents of crossing at end of a light, jay-walking at corners and mid-block, or avoidance of the problem by not bothering to access businesses on the far side of the street. Longer wait-times will potentially endanger elementary and high-school students who are in a hurry to cross Broadway to reach their schools. BRT has the potential to divide the community population into "East" and "West" sides of Broadway.

The Broadway 360 Development Plan comments on pedestrian safety.

"Consider Traffic-Calming Measures to Improve

Pedestrian Safety

- The timing for pedestrian crossing at green lights on east-west streets should be increased. Currently they do not provide enough time for pedestrians to comfortably cross within the timeframe given. Increasing the timing will not only make it safer for pedestrians, but it will also convey the message that pedestrians are important in this area.
- Existing signaled intersections should be fitted with a pedestrian countdown signal to enable walkers to better negotiate their timing for crossing the street."(p.12/134)

<http://broadwayxe.com/wp-content/uploads/2016/08/Broadway-360-Development-Plan.pdf>

- BRT will not necessarily “introduce new visitors” to Broadway. Most commuters are self-absorbed, engaged in accessing the world through electronic devices. They are not tourists.

- Bar-traffic constitutes a major portion of the evening parking population. Bar goers will not be riding a bus to Broadway (unless as part of an organized ‘Pub Crawl’) and will very rarely be leaving their personal vehicles parked in the Broadway area overnight if they need to get drive to their place of employment the next morning.

- Diversion of BRT buses during Street Festivals will cause confusion for those looking to use BRT, as well as those city-wide Saskatonians who want to attend and enjoy these festivals.

- Retention of centre median and trees. Green space in any form enhances the pedestrian experience, providing shade and cooling of the environment during hot prairie summers. The centre median visually “breaks up” the broad expanse of street, again making the pedestrian crossing experience safer and more appealing.

The Broadway 360 Development Plan speaks to central median, trees and green space.

- Existing centre boulevards are treasured aspect of the area’s distinction and lend to the ‘green’ amenity - they should never be dismantled and when and where possible reintroduced. (p.46/134)

<http://broadwayxe.com/wp-content/uploads/2016/08/Broadway-360-Development-Plan.pdf>

- A BRT line through a 30km School Zone is NOT Rapid Transit. Broadway is a “School Zone” from 8am – 5pm, Monday through Friday. This speed zone should be extended to include Saturday, to enhance and create a safe pedestrian visitor experience.

Final Conclusion:

The Broadway Commercial/Nutana Residential Neighbourhood is lauded by city planners as the ideal to aspire to when creating new neighbourhoods where people can “Live, Work and Play”. Running a Bus Rapid Transit line through the middle of a successful cohesive neighbourhood can have nothing but negative consequences.

To this end:

Keep Bus Rapid Transit off Broadway.

Put the access terminal on 8th Street, at Broadway.

Route the line along 8th Street, ‘Idylwyld Freeway’/Senator Sid Buckwold Bridge, and onto 1St Avenue. This is already a major traffic route, and the ‘Freeway and Bridge were designed in the mid-1960’s to facilitate traffic movement into the down-town. This is where Bus Rapid Transit belongs.

48. (May 1, 2018)

Hi have been following this project and the \$120 million price tag that has been suggested is way out of line. Comparing it to other locations in the country the cost should be triple what you are suggesting.

At \$120 million "give your head a shake" as this is outrageous to further tax the citizens of Saskatoon. At the more realistic \$360 million you will bankrupt the city. I live in Lakeview and do ride the bus nor will I take the bus. My travelling needs are best suited by vehicle and not the bus. Try buying groceries using the bus! The things I need I go out and get them from the EAST side of the city in a timely fashion, something the bus would never be able to accomplish. I do not go downtown, park is ridiculous, bike lanes are a waste of my tax dollars and only cause more people not to go downtown. The bumbling stumbling mayor is so out of touch when it comes to traffic and his pet project. Saskatoon is a fall and winter location far too long and is not a bicycle friendly city because of the weather. Why should tax payers need to pay for snow removal for bike lanes when they are rarely used. Besides, the gas tax at the pump helps pay for roads that cyclists do not pay for so they should be on their own.

City hall should focus on providing roadways that move traffic at a reasonable speed around the city, not restricting traffic by lights, speed limits too low, school zone speed limits that never have drivers even see students during most of school hours. Give up the dream that Saskatoon is a "metro" city like Vancouver where traffic needs are different.

I have lived in my home for 32 years now and because of tax increases am considering moving out of the city. Don't add on another "really stupid" tax increase to provide something we don't need and can definitely not afford.

49. (May 1, 2018)

I am a resident of the area and do not own a business on Broadway. However, I am aware that several of the businesses on Broadway are concerned about the loss of parking and street restaurant possibilities. Is there some kind of offset that is planned so that this will not negatively affect these merchants. Queen Street is in Toronto – a very different environment than Saskatoon.

If you are looking further afield, I suggest that some of the ways that London, England runs its buses and the ease of transit be studied. Having just returned from there, I was highly impressed with their bus service (although unimpressed with the "seats" they have put in their stops and the lack of access in the subway system for anyone with mobility challenges or carrying babies, etc). I would certainly be more likely to travel buses in London than I would here in Saskatoon as it is right now.

Thank you again for the due diligence that you are doing on this subject.

BRT SUMMARY

The City of Saskatoon Growth Plan identified Bus Rapid Transit (BRT) as a key strategy to shape the future of Saskatoon. The Red, Green and Blue BRT will:

- Be major organizing elements of the Growth Plan
- Form the structural backbone of Saskatoon Transit
- Support a mode shift to transit
- Support land use intensification along major corridors
- Anchor the Transit Villages developments

This document summarizes the functional planning recommendations that builds on the work done for the Preferred Configuration Report (2017), feedback received during public and stakeholder engagement in 2018 and 2019, and previously submitted technical memos.

The functional plan sets the stage for detailed design and the summary of recommendations revolves around five foundational BRT elements:

- Runningways
- Stations
- Transit Signal Priority
- Geometric Measures
- Customer Systems

Route Overview

The BRT system will connect the city from east to west and north to south, along major corridors:








The **Red Line** operates between the Blairmore Suburban Centre and the Briarwood neighbourhood via 22nd Street, Downtown, College Drive, Preston Avenue S, and 8th Street W.



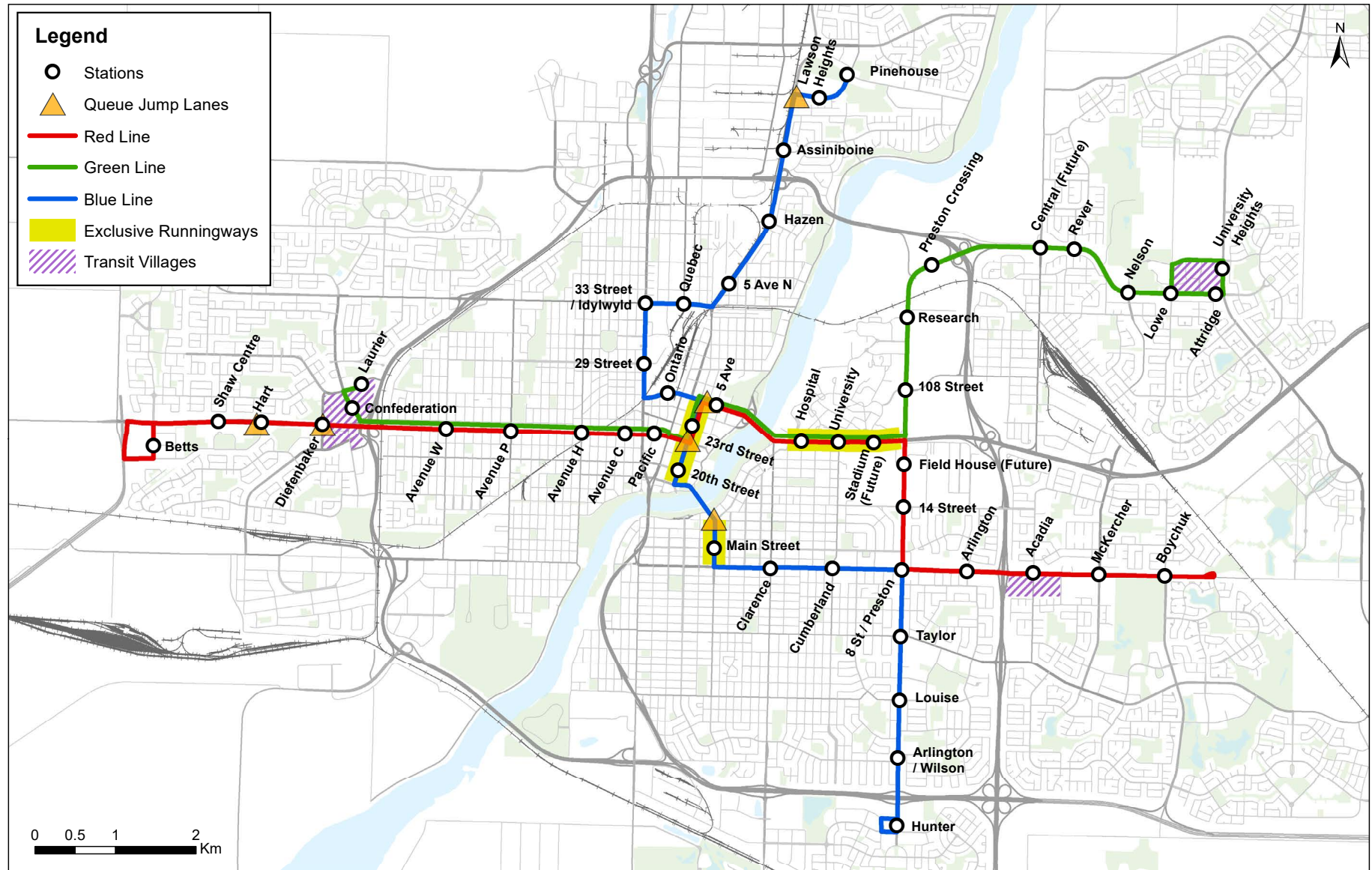
The **Green Line** operates between Confederation Mall and University Heights Square via 22nd Street, Downtown, College Drive, Preston Avenue N, and Attridge Drive.



The **Blue Line** operates between the Lawson Heights Suburban Centre and the Stonebridge neighbourhood via Primrose Drive, Warman Road, 33rd Street, Idylwyld Drive, Downtown, Nutana, 8th Street W, and Preston Drive S.

BRT Element	Scale	Quick Facts
Runningways	Mixed Traffic  Transitway	<ul style="list-style-type: none"> • BRT route 38km • Mixed traffic operations 34.5km • Exclusive runningways (transit-only lanes) 3.5km
Customer Systems	Few  All	<ul style="list-style-type: none"> • Identification pylon • Real-time information display • Shelter & on-call radiant heater • CCTV camera • Advertising display • Public art opportunities
Stations	Modest  Signature	<ul style="list-style-type: none"> • 85 station platforms • Highly functional and scalable platform and shelter • Unique, bright, visible, and clean shelter design
Geometric Measures	Few  Many	<ul style="list-style-type: none"> • Six bus-only queue jump locations
Transit Signal Priority	None  All	<ul style="list-style-type: none"> • 38km fibre optic communication duct • 114 upgraded traffic signal controllers • 90 intersections with transit signal priority (TSP)

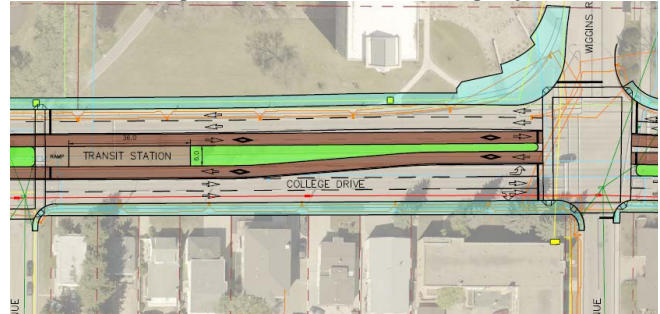
BRT ROUTE, STATIONS AND QUEUE JUMP LOCATIONS



RUNNINGWAYS

Of the 38km of BRT, 34.5km will run in mixed traffic and 3.5km within the inner city will have exclusive runningways (transit-only lanes) that will improve BRT travel times and reliability: Downtown, Nutana and College Drive. A centre-running contraflow runningway is recommended.

Section of College Drive Contraflow Runningway



STATIONS

Platforms

The BRT system will have 85 station platforms:

- Generally, station platforms will be located farside of the intersection which allows the bus to stop after the signal and take advantage of transit signal priority, eliminates bus blockage of right turn lanes and encourages pedestrians to cross behind the bus.
- For most locations, the recommended platform dimensions are 36m x 4m which will comfortably accommodate 12 to 20 waiting passengers, shelter, station furniture, customer systems, and three regular buses or two articulated buses.

Shelter Design

The shelter is one of the most prominent features of the BRT system which will differentiate the BRT service from local routes, enhance the customer experience, and contribute to placemaking efforts.

- The design is based on stakeholder feedback for a well-lit, easily maintained, and highly visible structure.
- The warm, bright, sleek and simple design language along with the neutral colours allows the shelter to be a blank canvas onto which theming elements or public art can be applied.

Rendering of a curbside station



TRANSIT SIGNAL PRIORITY

Transit signal priority (TSP) measures help to move buses through intersections, reducing bus travel time and increasing schedule reliability:

- Fibre optic duct communication will provide for the coordination of 114 upgraded traffic signal controllers.
- 90 intersections will be upgraded to include TSP.

CUSTOMER SYSTEMS

Customer systems improve the passenger experience, safety and comfort and are focused at stations. In addition to the shelter, customer systems can contribute to the streetscape and placemaking efforts:

- **Pylon:** provides a strong visual station identification and houses communications and electrical panels
- **Real Time Information Display:** present bus arrival times and public announcements
- **On-Call Radiant Heaters:** mounted in the ceiling of each shelter. The heater is activated by a push-button.
- **Lighting:** illuminates the interior and exterior of the shelter. Ambient light from the station shelter and surrounding street lights will illuminate the platform.
- **CCTV Camera:** captures video of the platform and shelter area at regular intervals.
- **Advertising Display Unit:** installed at the approach end of the platform and can be backlit or digital.
- **Public Art:** incorporated at some or all of the station platforms and can be achieved in multiple ways and could be incorporated in the advertising display, as functional station furniture, as an application on the shelter glass, or along the platform.

GEOMETRIC MEASURES

Congestion in Saskatoon is mainly located at intersections. In addition to TSP, there are six critical locations where bus only queue jump lanes will allow the BRT to bypass congestion.

Rendering of a curbside station, with advertising display in the forefront



From: Greg Fowler <City.Council@Saskatoon.ca>
Sent: Friday, April 12, 2019 10:25 AM
To: City Council
Subject: Form submission from: Write a Letter to Council

Submitted on Friday, April 12, 2019 - 10:24
Submitted by anonymous user: 128.233.5.182
Submitted values are:

Date: Friday, April 12, 2019
To: His Worship the Mayor and Members of City Council
First Name: Greg
Last Name: Fowler
Email: greg.fowler@usask.ca
Address: 204 Peter MacKinnon Building 207 Administration Place
City: Saskatoon
Province: Saskatchewan
Postal Code: S7N 5A2
Name of the organization or agency you are representing (if applicable): University of Saskatchewan - Office the the Vice President Finance & Resources
Subject: Routing of Bus Rapid Transit
Meeting (if known): City Council - April 29
Comments: Mr. Fowler would like to speak in conjunction of the report re: Routing of Bus Rapid Transit which is already on the agenda for this council meeting.
Attachments:

The results of this submission may be viewed at:
<https://www.saskatoon.ca/node/398/submission/300694>

Downtown Event and Entertainment District – Next Steps

Recommendation

That the report of the General Manager, Community Services Department, dated April 29, 2019, be received as information.

Topic and Purpose

The purpose of this report is to describe the City's next steps with respect to planning for a future Downtown event and entertainment district.

Report Highlights

1. To ensure the best chance of realizing the most advantageous vision of a Downtown entertainment district, centered around a Downtown arena and convention center, work is underway with the goal of making a site selection for these facilities in 2019.
2. Next steps include confirming viable sites for consideration, completing detailed analysis to determine the preferred sites, and undertaking stakeholder and public engagement for feedback on the preferred sites. These inputs will then be brought to City Council to inform their decision on site selection.

Strategic Goal

This report supports City Council's priority of Downtown Development, along with the Strategic Goals of Economic Diversity and Prosperity and Sustainable Growth.

Background

At its April 18, 2016 meeting, the Governance and Priorities Committee received a presentation from Mr. Will Lofdahl, CEO, SaskTel Centre, regarding the state of the facility and the entertainment industry. Mr. Lofdahl advised that a market analysis would be conducted to assist in determining the future of the arena. TCU Place was added to the market analysis following the meeting.

At its March 19, 2018 meeting, the Governance and Priorities Committee received a presentation of the completed analysis on behalf of SaskTel Centre and TCU Place. The report was prepared by the consulting team of HLT Advisory, Conventional Wisdom and Convergence Design. One of the primary focuses of the study was to consider suburban versus a Downtown location for a future arena and convention centre. For a variety of reasons, a Downtown location was recommended.

At its November 19, 2018 regular business meeting, City Council considered the report entitled "Considerations for the TCU Place and SaskTel Centre Project" and resolved:

- "1. That the Administration be directed to include a future Arena/convention centre when planning the future of Saskatoon's Downtown;

Downtown Event and Entertainment District – Next Steps

2. That the focus of the planning work include consideration of an entertainment district, not just an arena and/or convention facility;
3. That the Administration report back on terms of reference for a process for identifying the best location for a future entertainment district and how it would fit into a wider vision for a strong downtown for the future;

That this process include strategic stakeholder engagement with community partners including consideration of:

- Demands on Infrastructure
 - Transit
 - Parking
 - Future residential growth
 - Optimal location in relation to other key destination in the downtown including River Landing, Midtown Plaza, North Downtown, All Business Improvement Districts, Adjacent residential neighbourhoods, Greater Saskatoon Chamber of Commerce, and NSBA;
4. That one of the overall principles be to seek approaches that minimize the reliance on Property taxes to pay for this arena; and
 5. That the approach also recognize that while the City of Saskatoon has a leadership role, it will take collaboration with stakeholders and the community as a whole to come up with the best solution.”

This report is addressing the path forward in regards to resolution #3.

Report

Even though development of a Downtown entertainment district, centered around a new Downtown arena and convention centre, is not expected to occur in the short term, planning for this development must begin in the very near future.

Next Steps

In consideration of City Council’s resolutions, specific to planning for the future Downtown entertainment district that revolves around a Downtown arena and convention centre, the following next steps are planned:

1. Confirm possible site options for locating a separate or combined arena and convention centre and the implications of each site in relation to an overall entertainment district and the broader Downtown. This will be led by the Administration with input from representatives from both SaskTel Centre and TCUPlace Boards and Administration.

Downtown Event and Entertainment District – Next Steps

2. For potential sites that are not City-owned, the Administration will initiate discussions and negotiate terms with private property owners to legally secure the sites. This will require purchase terms to be negotiated, although no formal site purchases will be made. Site purchase will require future approval of City Council (See Step 5).
3. Once the site(s) are secured, the Administration will conduct extensive detailed analysis of each site in consideration of all relevant factors such as serviceability of site, environmental analysis, transportation impacts, urban design issues, existing adjacent entertainment district amenities, potential economic impact, parking requirements and impacts, total cost implications, and other factors. Key stakeholders and industry experts will be consulted during this phase.
4. Once preferred sites have been selected, the City will undertake consultation with stakeholders and the community for feedback on the proposed options.
5. Report to City Council on site options and public engagement results for a decision on siting and site acquisition.

Future Reports

Future reporting on the engagement and communications planning for this effort will be forthcoming in June or August 2019, prior to undertaking engagement activities.

In addition, if any issues arise from the negotiations that require input or approval from Committee and City Council, the Administration will bring forward a report as required.

Public and/or Stakeholder Involvement

Details about the public and stakeholder involvement in future phases will be the subject of a future report, expected mid-2019.

Other Considerations/Implications

At this time there are no policy, financial, privacy, environmental or CPTED implications. Each would be considered during future project stages as required.

Due Date for Follow-up and/or Project Completion

Future reporting on the engagement and communications planning, the summary of the analysis of the criteria for each site in consideration, and financial implications will be forthcoming in mid-2019. If any issues arise during the negotiations that require input or approval from Committee and City Council, the Administration will bring forward a report as required.

Public Notice

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

Downtown Event and Entertainment District – Next Steps

Report Approval

Written by: Lesley Anderson, Director of Planning and Development
Keith Pfeil, Manager, Real Estate Services

Reviewed by: Frank Long, Director of Saskatoon Land
Kerry Tarasoff, Chief Financial Officer, Corporate Financial Services
Derek Kowalski, City Solicitor's Office
Lynne Lacroix, General Manager, Community Services

Approved by: Jeff Jorgenson, City Manager

SP/2019/PL/City Council – Downtown Event and Entertainment District – Next Steps/pg

2019 Property Tax Levy and BID Levies

Recommendation

1. That Bylaw No. 9570, The Saskatoon Property Tax Bylaw, 2019 be considered;
2. That Bylaw No. 9571, The School Division Property Tax Bylaw, 2019 be considered; and
3. That Bylaw No. 9569, The Business Improvement Districts Levy Bylaw, 2019 be considered.

Topic and Purpose

The purpose of this report is to obtain City Council approval for the 2019 property tax bylaws and the Business Improvement District (BID) levy bylaw.

Report Highlights

1. The 2019 Saskatoon Property Tax Bylaw includes the following City Council decisions:
 - budget increases for the City of Saskatoon (City) and the Saskatoon Public Library;
 - a shift in tax to commercial from residential to retain the 1.59 tax ratio policy; and
 - a contingency against appeal losses on commercial properties.
2. The 2019 total property tax increase for a typical single family is \$92 (2.88%), which includes municipal, library, and education tax.

Strategic Goals

This report supports the Strategic Goal of Asset and Financial Sustainability by ensuring that services are aligned with what citizens expect and are able to pay.

The information in this report also supports the Strategic Goal of Continuous Improvement with a focus on providing the best possible services using innovative and creative means.

Background

Each year in accordance with *The Cities Act*, City Council approves the property tax bylaws which authorize the Administration to issue the annual tax notices to all taxable properties. Bylaws are prepared to include the tax rates sufficient to raise the amount of funds as approved in the budget and also include the decisions on tax policies, such as the City's municipal tax policy and appeal loss contingencies for non-residential properties.

Report

The Saskatoon Property Tax Bylaw

The 2019 municipal and library tax rates in The Saskatoon Property Tax Bylaw, 2019 (Attachment 1) include previous City Council decisions regarding budget requirements and tax policy. Based on these decisions, the uniform mill rate sufficient to raise the taxes for the City is 6.8161 mills and the library mill rate required is 0.06951 mills.

These prior City Council decisions are as follows:

- A municipal budget increase of 4.4% (3.16% required to maintain civic services and 1.24% for business plan initiatives) and a library budget increase of 6.5%, approved at the Business Plan and Budget Review meeting on November 26 and 27, 2018.
- For this reassessment cycle (2017 to 2020), a reduction of the tax ratio between residential and non-residential properties from 1.75 to 1.59, approved on February 27, 2017. Continuation of the existing 1.59 tax ratio for 2019 results in a 0.05% shift from residential to commercial properties.
- A \$500,000 appeal contingency to be added to the property tax levy for the commercial/industrial property class for 2019, approved on February 25, 2019.

The School Division Property Tax Bylaw

The City is responsible to bill and collect education property tax on behalf of the school boards. The City does not keep the education property tax portion for the provision of civic services. The education mill rates are set by the Province of Saskatchewan (Attachment 2), which are included in The School Division Property Tax Bylaw, 2019 (Attachment 3). There is no increase to the education mill rates for 2019. The Saskatoon Separate School Division sets its own mill rates and has adopted the provincial rates.

The Business Improvements Districts (BIDs) Levy Bylaw

The BIDs' budget requirements determine the levy amount to be charged to commercial properties within the respective BID areas. At its meeting on February 25, 2019, City Council approved the 2019 budget submission for all five BIDs. The rates sufficient to raise the budget requirements are included in The Business Improvement Districts Levy Bylaw, 2019 (Attachment 4).

2019 Typical Single-Family Home Property Tax Increase

A typical single-family home with an assessed value of \$371,000 will see an increase in total property tax (municipal, library and education) of \$92 or 2.88% from 2018 to 2019, as shown in the following table.

	2018 Tax	2019 Budget	2019 Shift	2019 Tax
City	\$1,808	\$79	\$0.85	\$1,888
Library	\$ 181	\$12	\$0.09	\$ 193
Education	\$1,223	\$ 0	n/a	\$1,223
Total Tax	\$3,212	\$91	\$ 1	\$3,304
% increase 2019 tax compared to 2018 tax				2.88%

Options to the Recommendation

City Council needs to approve the bylaws in order to issue tax notices in May 2019. The Administration is not presenting any other options for consideration.

Communication Plan

Communications support for the mailing of the 2019 Property Tax Notice will include Public Service Announcements and social media messaging. The 2019 Tax Rates, 2019 Mill Rate Bylaws, 2019 Property Tax Timeline, and other informative property tax information, including Frequently Asked Questions, will be updated on the City's website (saskatoon.ca/propertytax).

Communications will continue to promote awareness of the helpful online Property Assessment & Tax Tool found at saskatoon.ca/taxtool, where residents can view a detailed breakdown of their municipal property tax portion, their property's current and historical assessed value, and other tax information.

Financial Implications

The financial implications are outlined within this report.

Other Considerations/Implications

There are no policy, environmental, privacy, or CPTED implications or considerations, and public and/or stakeholder involvement is not required.

Due Date for Follow-up and/or Project Completion

Approval of the attached bylaws will facilitate production of the 2019 Property Tax Notices, the mailing of which will commence the second week of May 2019.

Public Notice

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

Attachments

1. Bylaw No. 9570, The Saskatoon Property Tax Bylaw, 2019
2. Letter – 2019 Education Mill Rates – Minister of Government Relations, dated March 20, 2019
3. Bylaw No. 9571, The School Division Property Tax Bylaw, 2019
4. Bylaw No. 9569, The Business Improvement Districts Levy Bylaw, 2019

Report Approval

Written by: Pamela Kilgour, Property Tax and Support Manager

Reviewed by: Clae Hack, Director of Finance

Mike Voth, Director of Corporate Revenue

Approved by: Kerry Tarasoff, Chief Financial Officer

2019 Property Tax Levy and BID Levies.docx

BYLAW NO. 9570

The Saskatoon Property Tax Bylaw, 2019

The Council of The City of Saskatoon enacts as follows:

Short Title

1. This Bylaw may be cited as *The Saskatoon Property Tax Bylaw, 2019*.

Definitions

2. In this Bylaw:
 - (a) “Act” means *The Cities Act*;
 - (b) “Agricultural property class” means the agricultural class of assessment of property prescribed for the purpose of mill rate factors pursuant to subsection 255(6) of the Act and clause 15(a) of *The Cities Regulations*;
 - (c) “City” means The City of Saskatoon;
 - (d) “Commercial and Industrial property class” means the commercial and industrial class of assessment of property prescribed for the purpose of mill rate factors pursuant to subsection 255(6) of the Act and clause 15(c) of the Regulations;
 - (e) “condominium” means a condominium within the meaning of *The Condominium Property Act, 1993* that is designed and used for or intended to be used for, or in conjunction with, a residential purpose;
 - (f) “Council” means the Council of The City of Saskatoon;
 - (g) “Library Board” means the Saskatoon Public Library Board;
 - (h) “library mill rate” means a special levy for the purpose of raising the amount of money the Library Board estimates is required for the maintenance of the Saskatoon Public Library during that year, exclusive of all fees and other revenues it estimates will be collected or due to the Saskatoon Public Library, and any additional amount that it considers expedient for permanent improvements in that year;

- (i) “mill rate” means a tax rate expressed as mills per dollar (i.e. one mill is equal to 1/1,000 of a dollar or \$1 in tax for every \$1,000 of assessment);
- (j) “multi-unit residential” means:
 - (i) land and improvements designed and used for or intended to be used for, or in conjunction with, a residential purpose and to accommodate four or more self-contained dwelling units within a parcel; and
 - (ii) vacant land zoned for use for multiple dwelling units;
- (k) “privately-owned light aircraft hangar” means land and improvements designed and used exclusively for the storage and maintenance of non-commercial, privately-owned aircraft and which meet the following conditions:
 - (i) the aircraft must be operated for recreational or non-profit purposes only;
 - (ii) the aircraft must be operated by the owner of the aircraft only;
 - (iii) the property must contain minimal services only;
 - (iv) the hangar must not exceed 280 square metres in area;
 - (v) the property must be situated entirely within the legal boundaries of the land of the Saskatoon Airport Authority;
- (l) “Regulations” means *The Cities Regulations*;
- (m) “Residential property class” means the residential class of assessment of property prescribed for the purpose of mill rate factors pursuant to subsection 255(6) of the Act and clause 15(b) of the Regulations, but does not include condominiums or multi-unit residential property;
- (n) “tax rate” means the rate of taxation determined for a class or sub-class of property pursuant to section 255 of the Act and is calculated by multiplying the mill rate by the mill rate factor for each class or sub-class of property.

Principles and Purposes of Bylaw

3. The purpose of this Bylaw is:

- (a) to authorize Council to impose a tax on all taxable assessments in the City at a uniform rate considered sufficient to raise the amount of taxes required to meet the estimated expenditures and transfers, having regard to estimated revenues from other sources, set out in the budget of the City for 2019;
- (b) to authorize Council to impose the library mill rate on all taxable assessments in the City for 2019;
- (c) to establish classes and sub-classes of property for the purposes of establishing tax rates; and
- (d) to set mill rate factors that, when multiplied by the uniform rates described in clauses 253(2)(a) and (b) of *The Cities Act* establish a tax rate for each class or sub-class of property in Saskatoon for the 2019 taxation year.

Mill Rates

4. Council is hereby authorized to impose a tax on all taxable assessments in the City at the following rates for 2019:

- (a) the uniform rate considered sufficient to raise taxes for the City under section 253 of the Act 6.8161 mills;
- (b) the library mill rate required under *The Public Libraries Act, 1996* 0.6951 mills.

Classes and Sub-Classes of Property

5. (1) The following classes of property are hereby established for the purposes of establishing tax rates pursuant to section 254 of the Act for 2019:

- (a) the Agricultural class of assessment of property prescribed for the purpose of mill rate factors pursuant to subsection 255(6) of the Act and clause 15(a) of the Regulations;
- (b) the Residential class of assessment of property prescribed for the purpose of mill rate factors pursuant to subsection 255(6) of the Act and clause 15(b) of the Regulations;

- (c) the Commercial and Industrial class of assessment of property prescribed for the purpose of mill rate factors pursuant to subsection 255(6) of the Act and clause 15(c) of the Regulations.
- (2) The following sub-classes of the Residential class of assessment of property are hereby established for the purposes of establishing tax rates pursuant to section 254 of the Act for 2019:
 - (a) condominiums;
 - (b) multi-unit residential.
- (3) The following sub-class of the Commercial and Industrial class of assessment of property is hereby established for the purposes of establishing tax rates pursuant to section 254 of the Act for 2019:
 - (a) privately-owned light aircraft hangars.

Mill Rate Factors

- 6. (1) The following mill rate factors are hereby set for the classes and sub-classes of property established under section 5:
 - (a) the Agricultural class of assessment of property 1.1957;
 - (b) the Residential class of assessment of property 0.9335;
 - (c) the condominium sub-class of the Residential property class 0.9335;
 - (d) the Multi-unit Residential sub-class of the Residential property class..... 0.9335;
 - (e) the Commercial and Industrial class of assessment of property 1.1957;
 - (f) the privately-owned light aircraft hangar sub-class of the Commercial and Industrial property class 0.7468.
- (2) The mill rate factors set out in subsection (1) shall not apply to the tax required to be levied pursuant to *The Education Property Tax Act*.

Tax Rate

7. (1) The tax rate for the classes and sub-classes of property established under section 5 for the City are:
- (a) the Agricultural class of assessment of property 0.0081500;
 - (b) the Residential class of assessment of property 0.0063628;
 - (c) the condominium sub-class of the Residential property class 0.0063628;
 - (d) the multi-unit residential sub-class of the Residential property class..... 0.0063628;
 - (e) the Commercial and Industrial class of assessment of property 0.0081500;
 - (f) the privately-owned light aircraft hangar sub-class of the Commercial and Industrial property class 0.0050903.
- (2) The tax rate for the classes and sub-classes of property established under section 5 for the Library Board are:
- (a) the Agricultural class of assessment of property 0.0008311;
 - (b) the Residential class of assessment of property 0.0006489;
 - (c) the condominium sub-class of the Residential property class 0.0006489;
 - (d) the multi-unit residential sub-class of the Residential property class..... 0.0006489;
 - (e) the Commercial and Industrial class of assessment of property 0.0008311;
 - (f) the privately-owned light aircraft hangar sub-class of the Commercial and Industrial property class 0.0005191.

Calculating Amount of Property Tax

8. The amount of property tax to be imposed pursuant to this Bylaw with respect to a property is calculated by multiplying the taxable assessment for the property by the tax rate to be imposed on that property.

Total Property Tax Payable

9. Total property tax payable means the total taxes due with respect to a property imposed by the City for itself or for any other taxing authority on whose behalf it collects taxes.

Coming Into Force

10. This Bylaw comes into force on the day of its final passing.

Read a first time this _____ day of _____, 2019.

Read a second time this _____ day of _____, 2019.

Read a third time and passed this _____ day of _____, 2019.

Mayor

City Clerk



MAR 20 2019

To: All Mayors/Reeves and Members of Council

RE: 2019 Education Mill Rates

As announced in Budget 2019-20, the education mill rates to be levied with respect to every school division and property class for the 2019 taxation year are unchanged from 2018:

Agricultural Property	1.43 mills
Residential Property	4.12 mills
Commercial/Industrial	6.27 mills
Resource (oil and gas, mines and pipelines)	9.68 mills

These rates are preliminary and subject to formal approval by Order in Council in the coming weeks.

Municipalities will continue to collect education property taxes (EPT) and remit the revenue to the province, with the exception of municipalities with separate school divisions that set individual mill rates.

A separate school division may levy its own EPT and to do so must pass a bylaw, which takes effect the next taxation year. A separate school division which has already opted out of the provincial EPT mill rates must send notification of its EPT mill rates to the Ministry of Education and all municipalities within its boundaries by May 1, 2019.

If you require additional information, please call the Property Assessment and Taxation unit at (306) 787-2730.

Sincerely,

A handwritten signature in dark ink, appearing to read "Warren Kaeding".

Warren Kaeding
Minister of Government Relations and
Minister Responsible for First Nations, Métis and Northern Affairs

BYLAW NO. 9571

The School Division Property Tax Bylaw, 2019

The Council of The City of Saskatoon enacts as follows:

Short Title

1. This Bylaw may be cited as *The School Division Property Tax Bylaw, 2019*.

Definitions

2. In this Bylaw:
 - (a) “Agricultural property class” means the agricultural property class as defined in *The Education Property Tax Regulations*;
 - (b) “Boards of Education” means the Board of Education of the Saskatoon School Division No. 13 of Saskatchewan through the Government of Saskatchewan and the Board of Education of the St. Paul’s Roman Catholic Separate School Division No. 20 of Saskatchewan;
 - (c) “City” means The City of Saskatoon;
 - (d) “Commercial and Industrial property class” means the commercial and industrial property class as defined in *The Education Property Tax Regulations*;
 - (e) “Residential property class” means the residential property class as defined in *The Education Property Tax Regulations*;
 - (f) “school tax” means school tax or education property tax as defined in *The Education Property Tax Act*; and
 - (g) “tax rate” means a rate mentioned in section 4 of *The Education Property Tax Act* for school divisions applied to a class or sub-class of property.

Principles and Purposes of Bylaw

3. The purpose of this Bylaw is to authorize the City to levy and collect school tax on property of the taxable assessment of the Boards of Education.

Mill Rates

4. The City is hereby authorized to impose a school tax on all taxable assessments of the Boards of Education at the following rates for 2019:
- (a) Agricultural property class..... 1.43 mills;
 - (b) Commercial and Industrial property class 6.27 mills;
 - (c) Residential property class 4.12 mills;
 - (d) resource (oil and gas, mines and pipelines) 9.68 mills.

Mill Rate Factors

5. Mill rate factors set pursuant to *The Saskatoon Property Tax Bylaw, 2019* shall not apply to the school tax required to be levied pursuant to *The Education Property Tax Act*.

Tax Rate

6. The tax rate for the classes and sub-classes established under section 4 are:
- | | | |
|-----|---|------------|
| (a) | Agricultural property class..... | 0.0014300; |
| (b) | Commercial and Industrial property class | 0.0062700; |
| (c) | Residential property class | 0.0041200; |
| (d) | resource (oil and gas, mines and pipelines) | 0.0096800. |

Coming Into Force

7. This Bylaw comes into force on the day of its final passing.

Read a first time this _____ day of _____, 2019.

day of

, 2019.

Read a second time this _____ day of _____, 2019.

day of

, 2019.

Read a third time and passed this _____ day of _____, 2019.

day of

, 2019.

Mayor

City Clerk

BYLAW NO. 9569

The Business Improvement Districts Levy Bylaw, 2019

The Council of The City of Saskatoon enacts as follows:

Short Title

1. This Bylaw may be cited as *The Business Improvement Districts Levy Bylaw, 2019*.

Definitions

2. In this Bylaw:
 - (a) “Broadway Business Improvement District” means the Broadway Business Improvement District as designated in Bylaw No. 6731, *The Broadway Business Improvement District Bylaw*;
 - (b) “business improvement district” means the Broadway Business Improvement District, the Downtown Saskatoon Business Improvement District, the Riversdale Business Improvement District, the Sutherland Business Improvement District and the 33rd Street Business Improvement District;
 - (c) “Downtown Saskatoon Business Improvement District” means the Downtown Saskatoon Business Improvement District as designated in Bylaw No. 6710, *A Bylaw of the City of Saskatoon to designate an area in the downtown as a business improvement district and to establish a Board of Management thereof*;
 - (d) “Riversdale Business Improvement District” means the Riversdale Business Improvement District as designated in Bylaw No. 7092, *The Riversdale Business Improvement District Bylaw*;
 - (e) “Sutherland Business Improvement District” means the Sutherland Business Improvement District as designated in Bylaw No. 7891, *The Sutherland Business Improvement District Bylaw, 1999*; and
 - (f) “33rd Street Business Improvement District” means the 33rd Street Business Improvement District as designated in Bylaw No. 9235, *The 33rd Street Business Improvement District Bylaw, 2014*.

Principles and Purposes of Bylaw

3. The purpose of this Bylaw is to authorize a levy to be paid by the operators of businesses within the various business improvement districts in the City of Saskatoon at a uniform rate sufficient to raise the amount required in 2019 for the proposed expenditures of the respective business improvement districts as shown in their approved 2019 revenue and expenditure estimates.

Levy

4. A levy is hereby imposed on all property used or intended to be used for business purposes within each business improvement district at the following rates for 2019:

(a) Broadway Business Improvement District	0.20616%
(b) Downtown Saskatoon Business Improvement District	0.05284%
(c) Riversdale Business Improvement District	0.10945%
(d) Sutherland Business Improvement District	0.09638%
(e) 33 rd Street Business Improvement District	0.13084%

Business Operators Liable for Levy

5. The levy mentioned in section 4 is to be paid by the operators of the businesses in each business improvement district.

Collection of Levy

6.
 - (1) Where any levy payable under this Bylaw is payable by a tenant, the landlord is deemed to be The City of Saskatoon's agent for the collection of the levy, and shall promptly pay all amounts collected over to The City of Saskatoon.
 - (2) The levy or charge imposed under this Bylaw may be collected in the manner provided for in *The Tax Enforcement Act*.

Duration

7. The levy imposed by this Bylaw applies in the 2019 taxation year.

Coming Into Force

8. This Bylaw comes into force on the day of its final passing.

Read a first time this _____ day of _____, 2019.

Read a second time this _____ day of _____, 2019.

Read a third time and passed this _____ day of _____, 2019.

Mayor

City Clerk

The Code of Ethical Conduct for Members of City Council Bylaw, 2019

Recommendations

1. That City Council consider Bylaw No. 9537, *The Code of Ethical Conduct for Members of City Council Bylaw, 2019*, as amended by the Governance and Priorities Committee.
2. That the Code of Conduct for Members of Saskatoon City Council, adopted by City Council on March 12, 2012, be repealed.

Topic and Purpose

This report presents Bylaw No. 9537, *The Code of Ethical Conduct for Members of City Council Bylaw, 2019* (the “Bylaw”), as amended by the Governance and Priorities Committee (“GPC”) at its March 18, 2019 meeting, for City Council's consideration and enactment.

Report

The Bylaw was first presented to City Council at its meeting on October 22, 2018. At this meeting, City Council resolved that four items be reported on further by Administration. City Council did not consider the Bylaw on October 22, 2018.

The Governance and Priorities Committee (“GPC”) heard the report on the four items at its November 13, 2018 meeting and resolved that Administration report back on two further items. Consideration on the remaining matters and motions was deferred. The report on the two items was heard by GPC at its December 10, 2018 and GPC requested another report on an additional item. The final report to GPC was heard at its March 18, 2019 meeting. GPC considered all the outstanding matters and motions respecting the Bylaw and resolved that several amendments to the Bylaw be made.

The Bylaw, as amended by GPC, is attached to this report as Attachment 1. The Bylaw replaces the existing “Code of Conduct for Members of Saskatoon City Council” (the “Code”) and, as such, the existing Code must be repealed.

Attachment

1. Proposed Bylaw No. 9537, *The Code of Ethical Conduct for Members of City Council Bylaw, 2019*, as amended by GPC.

Report Approval

Written by: Reché McKeague, Solicitor
Approved by: Patricia Warwick, City Solicitor

Admin Report – Code Ethical Conduct.docx
Our File: SO 102.0499

Bylaw No. 9537

The Code of Ethical Conduct for Members of City Council Bylaw, 2019

Bylaw No. 9537

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BYLAW NO. 9537

The Code of Ethical Conduct for Members of City Council Bylaw, 2019

Whereas section 66.1 of *The Cities Act*, SS 2002, c C-11.1, requires Council to:

- adopt a code of ethics that applies to all members of the Council;
- define in this code of ethics the standards and values that the Council expects members of Council to comply with in their dealings with each other, employees of the City, and the public; and
- include in this code of ethics the model code of ethics set out in *The Cities Regulations*, c C-11.1 Reg 1, and a process for dealing with contraventions of the code;

Whereas section 66.1 of *The Cities Act* permits Council to include:

- rules regarding the censure or suspension of a member of Council who has contravened the code of ethics;
- policies, rules and guidelines regarding a member of Council accepting gifts or other benefits in connection with that member's holding of office; and
- any other statements of ethics and standards determined to be appropriate by the Council;

Whereas the members of Council of the City of Saskatoon recognize that their actions affect the lives of all residents and property owners in the City and that fulfilling their obligations and discharging their duties responsibly requires a commitment to the highest ethical standards;

Whereas the members of Council recognize that the quality of the public administration and governance of the City, as well as its reputation and integrity, depend on their conduct as elected officials;

Whereas the establishment of a code of ethical conduct for members of Council reflects the City's corporate values of courage, integrity, respect, safety and trust and the principles of accountability and transparency;

Whereas the members of Council recognize their obligation to serve the community in a conscientious and diligent manner, recognizing that as leaders of the community they are held to a higher standard of behaviour and conduct;

Whereas ethics and integrity are at the core of public confidence in government and in the political process, and members of Council are expected to perform their duties of office and arrange their private affairs in a manner that promotes public confidence, avoids conflicts of interest, and avoids the improper use or the appearance of improper use of influence of their office;

Whereas public confidence requires members of Council to uphold both the letter and the spirit of the law, including policies adopted by Council;

Whereas a code of ethical conduct ensures that members of Council share a common understanding of acceptable conduct extending beyond the legislative provisions governing their conduct as set out in *The Cities Act*, *The Local Government Election Act, 2015*, *The Local Authority Freedom of Information and Protection of Privacy Act*, and the *Criminal Code*;

Whereas Council wishes to improve upon and replace the *Code of Conduct for Members of Saskatoon City Council* that it passed on March 12, 2012;

Now therefore, the Council of the City of Saskatoon enacts:

PART I General

Short Title

1. This Bylaw may be cited as *The Code of Ethical Conduct, 2019*.

Purpose

2. The purpose of this Bylaw is to outline the basic ethical standards and values for members of Council. It is to be used to guide members respecting what their obligations are when fulfilling their duties and responsibilities as elected officials. It also describes a procedure for the investigation and enforcement of these standards and values.

Definitions

3. (1) In this Bylaw,
 - (a) **“City”** means the City of Saskatoon;
 - (b) **“City Clerk”** means the person appointed as City Clerk pursuant to section 85 of *The Cities Act*;
 - (c) **“City Manager”** means the person appointed as the administrative head of the City of Saskatoon pursuant to section 84 of *The Cities Act*;

- (d) **“City Solicitor”** means the person appointed as the full-time city solicitor for the City of Saskatoon;
 - (e) **“Council”** means the council of the City of Saskatoon;
 - (f) **“day”** means a calendar day;
 - (g) **“family”** means the member’s spouse, partner, child or parent;
 - (h) **“in camera”** means in the absence of the public;
 - (i) **“Integrity Commissioner”** means the person or persons appointed by the City to fulfill the duties and responsibilities assigned to that office pursuant to this Bylaw;
 - (j) **“member”** means a member of Council, and includes the mayor and each councillor;
 - (k) **“staff”** means all staff of the City, whether full-time, part-time, contract, seasonal or volunteers.
- (2) Words and terms not defined in this Bylaw shall have the meanings they are given in *The Cities Act*.

Application

4. (1) This Bylaw applies to all members.
- (2) In the event of a conflict between this Bylaw and another City bylaw or policy governing member conduct, this Bylaw governs.
- (3) This Bylaw does not apply to violations of sections 114-119 of *The Cities Act*.
- (4) This Bylaw does not apply to any acts, behaviour or alleged violations of this Bylaw that occurred prior to the date this Bylaw comes into force.

Interpretation

5. (1) This Bylaw is to be interpreted in accordance with the applicable legislation, the common law, and the policies and bylaws of the City.
- (2) Neither the law nor this Bylaw is to be interpreted as exhaustive, and there will be occasions on which Council will find it necessary to adopt additional

rules of conduct in order to protect the public interest and to enhance the public confidence and trust in local government.

- (3) Information Notes in this Bylaw are inserted only as a reader's aid, do not in themselves form part of the Bylaw or the text to be interpreted, and have no legal effect.
- (4) Members must consider the Information Notes and any decisions, opinions or interpretive guidelines issued by the Integrity Commissioner in approaching their obligations under this Bylaw in good faith.

Periodic Review

- 6. This Bylaw shall be reviewed in accordance with subsection 13(4) of *The Saskatoon Municipal Review Commission Bylaw, 2014*.

PART II Standards and Values

- 7. Members must uphold the following standards and values set out in this Bylaw:
 - (a) honesty;
 - (b) objectivity;
 - (c) respect;
 - (d) transparency and accountability;
 - (e) confidentiality;
 - (f) leadership and the public interest; and
 - (g) responsibility.

INFORMATION NOTE

- [1] Generally speaking, a member's personal life and choices are not governed by this Bylaw. However, the nature of the work that members do is such that the line between the personal and the professional can be difficult to see. A member may be held accountable for conduct that, while possibly described as personal, would nonetheless undermine a reasonable person's confidence in City governance.
-

Honesty

8. Members shall be truthful and open in their roles as Council members and as members of the City of Saskatoon, the community they serve.

Objectivity

9. Members shall make decisions carefully, fairly, and impartially.

Respect

10.
 - (1) Members shall treat every person, including other members of Council, City staff, and the public, with dignity, understanding, and respect.
 - (2) Members shall not engage in discrimination, bullying, harassment, nor use derogatory language towards others, in their roles as members of Council.
 - (3) Members shall:
 - (a) respect the rights of other people and groups;
 - (b) treat people with courtesy; and
 - (c) recognize the importance of the different roles others play in local government decision-making.

Transparency and Accountability

11.
 - (1) Members shall endeavour to conduct and convey Council business and all their duties in an open and transparent manner, other than those discussions that are authorized to be dealt with in a confidential manner in a closed session, so that stakeholders can view the process and rationale used to reach decisions and the reasons for taking certain actions.
 - (2) Members are responsible for the decisions they make including acts of commission and acts of omission.

Confidentiality

12.
 - (1) Members shall refrain from disclosing or releasing any confidential information acquired by virtue of their office except when required by law or authorized by Council to do so.

- (2) Members shall not take advantage of or obtain private benefit from information:
 - (a) obtained in the course of or as a result of their official duties or position; and
 - (b) not in the public domain.
- (3) Members shall comply with *The Local Authority Freedom of Information and Protection of Privacy Act* in their capacity as members of Council.

Leadership and the Public Interest

- 13. (1) Members shall serve their constituents in a conscientious and diligent manner and act in the best interests of the City.
- (2) Members shall strive to build and inspire the public's trust and confidence in local government by focussing on issues important to the community and demonstrating leadership.
- (3) Members are expected to perform their duties in a manner that will bear close public scrutiny and shall not provide the potential or opportunity for personal benefit, wrongdoing or unethical conduct.

Responsibility

- 14. (1) Members shall act responsibly and in accordance with the Acts of the Parliament of Canada and the Legislature of Saskatchewan, including *The Cities Act*.
- (2) Members shall disclose actual or potential conflicts of interest, either financial or otherwise relating to their responsibilities as members of Council, follow policies and procedures of the City, and exercise all conferred powers strictly for the purpose for which the powers have been conferred.
- (3) Each member is responsible to prevent potential and actual conflicts of interest.

INFORMATION NOTE

- [1] Subsection 4(3) provides that this Bylaw does not apply to violations of sections 114-119 of *The Cities Act*. These sections describe when a member has a conflict

of interest and how that conflict of interest must be disclosed and managed. Section 116 of the *Act* requires a public disclosure statement by a member within 30 days of being elected and annually thereafter. Under section 120 of the *Act*, a member is disqualified if they contravene section 116 or 117 of the *Act*. Under section 338 of the *Act*, contravention of the other sections of the *Act* could result in fines of up to \$10,000, imprisonment up to one year, or both.

- [2] Under the common law, a decision by a municipality may be voided if a fully informed member of the public could have a “reasonable apprehension” that a Council member is biased. Generally speaking, courts are very reluctant to say that it is reasonable to apprehend that a member is biased. A member may have a clear position on a matter before Council, so long as the member is amenable to persuasion, and the clear position does not arise from corruption (*Save Richmond Farmland Society v. Richmond (Township)* [1990] 3 S.C.R. 1213). At the same time, a member has an obligation under subsection 72(2) of *The Cities Act* to vote on matters put to a vote at the meeting unless they have grounds for abstention.

PART III Ethical Conduct

DIVISION I Good Governance, Roles and Duties

Transparent, Accountable and Good Governance

15. A member must in the discharge of their office:
- (a) act in the best interests of the City taking into account the interests of the City as a whole, and without regard to the member’s personal interests;
 - (b) consider all decisions and issues thoughtfully, consistently, impartially, and fairly by considering all relevant facts, opinions, and perspectives;
 - (c) bring to the attention of Council any matter that would promote the welfare or interest of the City;
 - (d) act competently and diligently; and
 - (e) attend Council meetings and vote on any matter brought to a Council meeting attended by the member unless the member must abstain under *The Cities Act*, another enactment or at law.

16. (1) A member must attend all training to be provided to members as directed by Council.
- (2) The training directed by Council will include a mandatory ethical conduct and conflict of interest course, presented by the Integrity Commissioner, to be held within one month of the first meeting of Council following the general election.

INFORMATION NOTE

- [1] Subsection 72(1) of *The Cities Act* requires that a member vote at any meeting attended by that member unless the member is required to abstain from voting. Clause 117(1)(c) of the Act requires a member to abstain from voting on a matter if they have a conflict of interest in that matter.
 - [2] Section 75.1 of *The Procedures and Committees Bylaw, 2014* describes whether and how a member may vote if they miss some or all of a public hearing.
 - [3] Clause 120(1)(c) of *The Cities Act* disqualifies a member from sitting on Council if the member misses all regular council meetings for three months in a row, unless Council authorizes that absence.
-

Statutory Obligations

17. A member must respect and comply with all obligations imposed on the member by statute or other legal enactment, and by the City's bylaws and policies, including, but not limited to:
 - (a) *The Cities Act*;
 - (b) *The Local Government Election Act, 2015*;
 - (c) *The Local Authority Freedom of Information and Protection of Privacy Act*;
 - (d) *Criminal Code*;
 - (e) *City Councillors' Travel and Training (C01-023)*;
 - (f) *City of Saskatoon Anti-Harassment Policy and Investigative Procedures for Members of City Council and Senior Administration (C01-025)*;

- (g) *Communications and Constituency Relations Allowance* (C01-027);
- (h) *Computer Acceptable Use* (A02-035) as an authorized user;
- (i) *Privacy and Confidentiality Policy* (A02-042) as an authorized individual.

INFORMATION NOTE

- [1] Numerous City bylaws and policies, and provincial enactments impose specific duties and obligations on members. A member has a legal obligation to fulfill those duties, and an ethical obligation to do so diligently and in good faith.
- [2] Section 65 of *The Cities Act* imposes general duties on members:

65 Councillors have the following duties:

- (a) to represent the public and to consider the well-being and interests of the city;
- (b) to participate in developing and evaluating the policies, services and programs of the city;
- (c) to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council;
- (d) to ensure that administrative practices and procedures are in place to implement the decisions of council;
- (e) subject to the bylaws made pursuant to section 55.1, to keep in confidence matters discussed in private or to be discussed in private at a council or council committee meeting until discussed at a meeting held in public;
- (f) to maintain the financial integrity of the city;
- (g) to perform any other duty or function imposed on councillors by this or any other Act or by the council.

Section 66 of *The Cities Act* imposes additional general duties on the mayor:

66(1) In addition to performing the duties of a councillor, a mayor has the following duties:

- (a) to preside when in attendance at a council meeting, unless this Act or another Act or a bylaw of council provides that another councillor is to preside;
 - (b) to perform any other duty imposed on a mayor by this or any other Act or by bylaw or resolution.
- (2) The mayor is a member of all council committees and all bodies established by council pursuant to this Act, unless the council provides otherwise.

- [3] Clause 120(1)(d) of *The Cities Act* disqualifies a member from sitting on Council if the member is convicted of certain offences under the *Criminal Code*.
-

DIVISION II Privacy

Confidential Information

18. (1) In this section, “**confidential information**” means information that may be considered in camera by Council or Council Committees pursuant to *The Cities Act* and falls within the exemptions in Part III of *The Local Authority Freedom of Information and Protection of Privacy Act*.
- (2) A member must protect confidential information. This includes the following duties:
- (a) a member must not disclose confidential information, including to City staff, or to persons outside the City, except as authorized by Council;
 - (b) a member must not use confidential information with the intention to cause harm or detriment to Council, the City or any other person or body;
 - (c) a member must protect confidential information from inadvertent disclosure, including by compliance with the *Privacy and Confidentiality* and *Computer Acceptable Use* policies;
 - (d) a member must use confidential information only for the purpose for which it is intended to be used;
 - (e) a member must take reasonable care to prevent the examination of confidential information by unauthorized individuals; and
 - (f) a member must not take personal advantage of, or use for their own benefit, corporate or financial opportunities learned about through confidential information.
19. (1) A member who is appointed to the board of another organization, including a controlled corporation and a business improvement district, in their role as a member may report all information from that board to the Governance and Priorities Committee and Council.

- (2) If the information mentioned in subsection (1) is reasonably considered confidential by the board, the information shall be reported in camera to the Governance and Priorities Committee and Council.
- 20. A member must access and use information at the City only in the normal course of their duties.
- 21. A member must retain records and other information in accordance with best practices, and must respond in good faith to all requests for information made pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act*.

INFORMATION NOTE

- [1] Section 65(e) of *The Cities Act* requires members “to keep in confidence matters discussed in private or to be discussed in private at a council or council committee meeting until discussed at a meeting in public,” subject to *The Procedures and Committees Bylaw, 2014*.
 - [2] The City’s *Privacy and Confidentiality Policy* and related procedures apply to all personal, third party and other confidential information in the custody or under the control of the City. As set out in section 17, a member’s failure to comply with that policy also constitutes a breach of this Bylaw.
 - [3] Confidential information includes, but is not limited to:
 - (a) solicitor/client privilege;
 - (b) information that, if released, could harm the economic, financial, or other interests of the City;
 - (c) labour/personnel matters;
 - (d) negotiations;
 - (e) information from other governments;
 - (f) personal information;
 - (g) third party information;
 - (h) proposed policies or draft bylaws or resolutions and matters that have not been discussed or released publicly; and
 - (i) investigative or law enforcement matters.
-

Personal Information

- 22. (1) In this section, “**personal information**” means personal information about an identifiable individual that is recorded in any form, as further specified in section 23 of *The Local Authority Freedom of Information and Protection of Privacy Act*.

- (2) When dealing with personal information, a member must comply with *The Local Authority Freedom of Information and Protection of Privacy Act* and the *Privacy and Confidentiality* policy. All reasonable and necessary measures must be taken to ensure that the personal or private information of individuals is protected.

INFORMATION NOTE

- [1] Subject to exceptions, “**personal information**” is defined in section 23 of *The Local Authority Freedom of Information and Protection of Privacy Act* to mean “personal information about an identifiable individual that is recorded in any form, and includes:
- (a) information that relates to the race, creed, religion, colour, sex, sexual orientation, family status or marital status, disability, age, nationality, ancestry or place of origin of the individual;
 - (b) information that relates to the education or the criminal or employment history of the individual or information relating to financial transactions in which the individual has been involved;
 - (c) information that relates to health care that has been received by the individual or to the health history of the individual;
 - (d) any identifying number, symbol or other particular assigned to the individual;
 - (e) the home or business address, home or business telephone number, fingerprints or blood type of the individual;
 - (f) the personal opinions or views of the individual except where they are about another individual;
 - (g) correspondence sent to a local authority by the individual that is implicitly or explicitly of a private or confidential nature, and replies to the correspondence that would reveal the content of the original correspondence, except where the correspondence contains the views or opinions of the individual with respect to another individual;
 - (h) the views or opinions of another individual with respect to the individual;
 - (i) information that was obtained on a tax return or gathered for the purpose of collecting a tax;
 - (j) information that describes an individual’s finances, assets, liabilities, net worth, bank balance, financial history or activities or credit worthiness; or
 - (k) the name of the individual where:
 - (i) it appears with other personal information that relates to the individual; or
 - (ii) the disclosure of the name itself would reveal personal information about the individual.”
-

DIVISION III Respectful Conduct

Respectful Conduct of Members and Harassment

23. (1) A member must treat the public, other members, and City staff appropriately and without abuse, bullying or intimidation and participate in maintaining a work environment free from discrimination and harassment.
- (2) A member must comply with the *City of Saskatoon Anti-Harassment Policy and Investigative Procedures for Members of City Council and Senior Administration*.

Conduct for Council and Committee Meetings

24. Members will exercise their authority to make decisions in a manner that demonstrates fairness, respect for differences, and an intention to work together for the common good and in the public interest.
25. Members will prepare for meetings by reviewing materials in advance, if possible, and will be respectful and attentive to, and ask informed questions of, the public and City staff providing information at a Council or Council Committee meeting. Members will not provide information contained in records or documents at a meeting unless those records or documents have been provided to all of Council in advance.
26. Members will make all reasonable efforts to attend all Council and Council Committee meetings, as well as meetings of any other body the member is appointed to on behalf of Council. If a member cannot attend a Council or Council Committee meeting, the member will make all reasonable efforts to notify the chair of the meeting of the reason for their absence and may authorize the chair to announce the reasons for the member's absence at the meeting.
27. Members who act as chair of a meeting will, at the start and throughout the meeting, set expectations for appropriate decorum and conduct for all in attendance.

INFORMATION NOTE

- [1] Clause 65(e) of *The Cities Act* requires members “to participate in council meetings and council committee meetings and meetings of other bodies to which they are appointed by the council”.

- [2] Clause 120(1)(c) of *The Cities Act* disqualifies a member from sitting on Council if the member misses all regular council meetings for three months in a row, unless Council authorizes that absence.
 - [3] *The Procedures and Committees Bylaw, 2014* governs procedure in Council and Council Committee meetings. The conduct of members in Council meetings is described in section 36, and the conduct of members in Council Committee is described in section 107.
-

Council-Staff Protocol

- 28. A member must obtain all necessary information about the operations and administration of the City from the City Manager using processes established by the City Manager.
- 29. A member will respect the role of City staff to provide neutral and objective information without undue influence and interference.
- 30. A member must not request City staff to undertake personal or private work on behalf of the member, or accept such work from City staff.
- 31. A member must not demand City staff to engage in partisan or political activities at any level of government, or subject any City staff to reprisal for a refusal to engage in such activities. A member must not subject any City staff to reprisal for any engagement in partisan or political activities, at any level of government, which is done in their personal capacity.

INFORMATION NOTE

- [1] The rule against asking City staff to undertake personal or private work on behalf of a member does not prohibit a member from asking their staff to perform personal tasks that are connected to the member's discharge of their office. This would include, for example, asking staff to make appointments and to manage the member's calendar.
-

Communications with Public & Media Relations

- 32. Without limiting the ability of a member to hold a position on an issue and respectfully express their opinions, members will:

- (a) ensure their communications accurately reflect the facts of Council's decisions;
 - (b) ensure that all communications are accurate and not issue any communication that the member knows, or ought to have known, to be false;
 - (c) ensure that all communications issued by, or on behalf of the member, including social media, are respectful and do not discriminate, harass, defame, or demonstrate disrespect toward any person; and
 - (d) not issue any communications that mislead Council or the public about any matter.
33. No member may engage in negotiations or make representations or commitments on behalf of the City unless authorized to do so by Council, but may advocate for the City's interests to any level of government or non-governmental body as opportunities arise.
34. If a member becomes aware of or receives an inquiry that is a ward-specific constituency issue relating to another member's ward, the member will refer the matter to the other member or request that the person contact the other member or the Mayor.

INFORMATION NOTE

- [1] Members should not use social media as a platform to treat members of the public, one another, or City staff disrespectfully. Members should not engage in or encourage abusive, bullying or intimidating speech. These types of interactions on social media misplace the focus of the interaction on attacking individuals rather than engaging in constructive discussion or debate.
-

DIVISION IV Property

Gifts and Benefits

35. In this Division, “**gift or personal benefit**” means an item or service of value that is received by a member for their personal use. It includes money, gift cards, tickets to events, clothing, jewelry, pens, discounts/rebates on personal purchases, entertainment, participation in sport and recreation activities, and invitations to social functions. Gift or personal benefit does not include:
- (a) food or beverages consumed at receptions, meetings, sporting events, or other similar activities; and
 - (b) campaign contributions received by a member in compliance with *The Campaign Disclosure and Spending Limits Bylaw, 2006*.
36. A gift or personal benefit provided to a member’s family or the member’s staff that, to the member’s knowledge, is connected directly or indirectly to the performance of the member’s duties is deemed to be a gift or personal benefit to that member.
37. A member must not accept a gift or personal benefit that is connected directly or indirectly with the performance of their duties unless permitted by the exceptions listed in section 38.
38. A member may receive a gift or personal benefit if it is:
- (a) compensation authorized by law, including compensation for serving on external bodies as a Council-approved City representative;
 - (b) received as a normal or necessary incident to fulfilling the member’s duties;
 - (c) received as an incident of protocol or social obligation;
 - (d) a person’s volunteer time or activities provided to further the interests of the City or the member’s ward;
 - (e) a suitable memento of a function honouring the member;
 - (f) lodging, transportation and entertainment provided by provincial, regional and local governments or political subdivisions of them, by the Federal government or by a foreign government within a foreign country;

- (g) reimbursement of expenses associated with travel to and attendance at a conference or other event where the member is speaking or attending in an official capacity; or
 - (h) tickets to meals, banquets, receptions, sporting events, or similar activities if:
 - (i) attendance serves a legitimate purpose associated with the member's duties;
 - (ii) the person extending the invitation or a representative of the inviting organization is in attendance; and
 - (iii) the value is reasonable and the invitations infrequent.
- 39. A member must, as soon as practicable, return to the donor any gift or personal benefit that does not comply with this Bylaw, along with an explanation as to why the gift or personal benefit cannot be accepted.
- 40.
 - (1) In the case of exceptions listed in subsections 38(b), (c), (d), (f), (g), and (h), if the value of the gift or personal benefit exceeds \$100 or if the total value of gifts or personal benefits received from one source during the calendar year exceeds \$100, the member shall include the information required by subsection (2) on the disclosure statement.
 - (2) For each gift or personal benefit that must be disclosed pursuant to subsection (1), either individually or as part of a cumulative total, the disclosure statement shall indicate:
 - (a) the nature of the gift or personal benefit, by description, photograph, or both;
 - (b) the estimated value of the gift or personal benefit;
 - (c) the source of the gift or personal benefit; and
 - (d) the circumstances under which the gift or personal benefit was given or received.
- 41. A member must file an annual disclosure statement with the City Clerk outlining the information described in section 40 or stating that there is nothing to disclose.
- 42. Disclosure statements pursuant to section 41 will be a matter of public record in the prescribed format determined by the City Clerk.

INFORMATION NOTE

- [1] Under this Bylaw, a member may not accept a gift or personal benefit that is connected directly or indirectly with the performance of their duties unless it falls within one of the exceptions listed in section 38. If a gift or personal benefit is permitted as an exception, the member must consider whether it must be disclosed pursuant to section 40.

 - [2] This Bylaw requires members to determine when a gift or personal benefit is for personal use, such that it falls within this Bylaw. Members must also determine when a gift or personal benefit is connected with the performance of their duties as a member, such that it may not be solicited or accepted unless an exception applies under section 38, and whether the gift or personal benefit must be disclosed. In answering these questions members should start with the assumption that any item included in the definition of a gift or personal benefit (e.g., a ticket to an event) is for personal use and is connected with the performance of their duties as a member. An item should be viewed as for personal use if it provides a benefit to the member beyond the performance of the member's duties. An item should be viewed as connected to the member's performance of their duties unless it is provided by someone like a family member, an old friend (i.e., someone unconnected to the member's role), or a date. When in doubt, the member should seek advice from the Integrity Commissioner.

 - [3] An example of a gift that is an "incident of protocol or social obligation" would be a gift provided to thank the member for speaking at an event or conference. A gift received as a normal or necessary incident to the member's responsibilities as a ward representative would include a modest gift of thanks or acknowledgement from a constituent.

 - [4] The purpose of disclosing gifts and personal benefits is to permit transparency. It is not to create an undue burden on a member. For that reason, a member ought to disclose the value of a gift or personal benefit if it is known or readily ascertainable, but does not need to ask City staff to search to discover the value. A description or photograph of the item is sufficient in that instance. In addition, when a member is invited to attend an event where food and beverages are served, the member needs to disclose their attendance at the event, but does not need to itemize the food and beverages consumed.
-

Support for Charities

- 43. (1) A member may lend their support to and encourage community donations to registered charitable, not-for-profit and other community-based groups, as long as monies raised through fundraising efforts go directly to the groups or volunteers or chapters acting as local organizers of the group.

- (2) A member shall not directly manage or control any monies received relating to community or charitable organization fundraising, unless the member is an employee of the community or charitable organization.
- (3) A member shall not communicate with, solicit or accept support in any form from an individual, group or corporation with any planning, conversion or demolition variance application or procurement proposal pending before Council.
- (4) Nothing in this section affects the entitlement of a member to:
 - (a) urge constituents, businesses or other groups to support community events put on by others in the City to advance the needs of a charitable organization;
 - (b) play an advisory ex officio, honorary, board director or membership role in any charitable or non-profit organization that holds community events in the City; or
 - (c) collaborate with the City and its agencies, boards or commissions to hold community events.

Councillor Expenses

- 44. With respect to expenses, a member must comply with the *Communications and Constituency Relations Allowance* and *City Councillors' Travel and Training* policies.

Appropriate Use of City Assets and Services

- 45. A member must not use, or permit the use of, City land, facilities, equipment, supplies, services, staff or other resources for activities other than the business of the City.
- 46. A member may use City assets that are generally available to the public on the same terms and conditions offered to the public, including complying with booking procedures and paying applicable fees.
- 47. A member may use communication facilities, such as computers, telephones, email, and mobile devices, provided by the City for personal use provided that such use is not offensive or inappropriate, or would not cause harm to any person.

48. A member will comply with all information security procedures applicable to City staff and will not take any actions that may compromise the integrity or security of the City's information systems.
49. A member must not attempt to obtain financial gain from any of the City's intellectual property, and acknowledges that the City's intellectual property is owned by the municipal corporation.
50. A member will maintain their constituency and City records in accordance with City policies and applicable laws.
51. Immediately prior to the end of their term of office, members will return City assets, including City records, to the City Manager.

INFORMATION NOTE

- [1] As set out in section 17, a member's failure to comply with the City's *Computer Acceptable Use* policy also constitutes a breach of this Bylaw. The policy provides that "authorized users are expected to practice good judgment and to demonstrate a sense of responsibility and consideration of others, when using the City's network and services. All work undertaken shall be performed in an ethical and lawful manner, demonstrating integrity and professionalism by all users."
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DIVISION V Influence

Improper Use of Influence

52. A member must only use the influence of their office for the exercise of their official duties.
53. A member must not use, or attempt to use, their office for the purpose of intimidating, influencing, threatening, coercing, or directing City staff.
54. A member must be independent and impartial, and must not provide preferential treatment to any person or organization except as warranted by the ordinary and lawful discharge of the member's duties.
55. A member must not use the prospect of future employment by a person or entity, or other future economic opportunities, to detrimentally affect the performance of their duties to the City.

56. A member should avoid carrying out their duties in any manner that may reasonably be perceived as being in conflict with any future endeavour that may be undertaken by the member.
57. If serving as a reference or recommending an individual for employment with the City, a member must comply with the City's hiring practices and must not use their role as an elected official to unfairly influence any hiring decisions.
58. A member must not contact or attempt in any way to influence any member of a quasi-judicial body before which the City may be a party regarding a matter before that body.
59. INTENTIONALLY LEFT BLANK

INFORMATION NOTE

- [1] Section 117.2 of *The Cities Act* prohibits the improper use of influence: "A member of council shall not use his or her office to seek to influence a decision made by another person to further the member of council's private interests or the private interests of a closely connected person."
 - [2] Examples of obtaining an improper personal advantage include using one's status as a member to influence the decision of another person to the private advantage of oneself, or one's family, staff members, friends or associates, business or otherwise. Also prohibited is persuading someone to do something (or not to do something) because the member will provide some future benefit in return.
 - [3] Members routinely provide preferential treatment to some people in the sense that they, and Council, provide benefits to some that are not received by everyone. A person who, for example, receives a cancellation of tax arrears pursuant to section 244 of *The Cities Act* has received such a benefit. A member may provide assistance to a constituent who has a problem on a City-related matter, which benefits that constituent. So long as those preferences arise through the ordinary and lawful discharge of the member's duties, they are ethically permitted. A member may not, however, provide preferential treatment on a basis that falls outside the discharge of their duties as a member. That would include, for example, providing preferential treatment based on a personal relationship, on the promise or prospect of a present or future advantage being provided to the member (such as a campaign contribution) or on other grounds that relate to the member's personal interest or circumstances, rather than the member's official role and duties.
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Employment of Relatives

60. (1) A member shall not attempt to influence any City staff to hire or promote the member's relative.
- (2) A member shall not make any decision or participate in the process to hire, transfer, promote, demote, discipline or terminate the member's relative.
- (3) A member shall not attempt to use a relationship with the member's relative for the member's personal benefit or gain.

DIVISION VI Elections

61. In this Division:

- (a) **"campaign period"** means the period commencing the first of June immediately preceding a general election;
- (b) **"City resources"** includes City-owned, City-supplied or City-paid cell phones, smart phones, computers, other electronic devices, phone number, email address, website, business cards, official photograph, facilities, equipment, supplies, services, staff time, and the City crest;
- (c) **"election campaign"** means all activities related to the re-election of a member and not to their duties under *The Cities Act* as a member;
- (d) **"election day"** means election day as defined in *The Local Government Election Act, 2015*;
- (e) **"fundraising event"** means a fundraising event as defined in *The Campaign Disclosure and Spending Limits Bylaw, 2006*;
- (f) **"nomination day"** means nomination day as defined in *The Local Government Election Act, 2015*.

62. A member must comply with *The Local Government Election Act, 2015* and *The Campaign Disclosure and Spending Limits Bylaw, 2006* in undertaking election campaign activities and fundraising.

63. This Bylaw continues to apply to a member throughout the campaign period and any unpaid leave of absence pursuant to section 81.

INFORMATION NOTE

- [1] Section 3.1 of the *Communications and Constituency Relations Allowance* policy prohibits use of the allowance for the purpose of raising election funds. The section further provides that in the year of a civic election, the allowance cannot be used from September 1 through October 31 and no goods or services purchased by a member with the allowance may be used from September 1 through October 31. This would include items such as a website annual domain registration or billboard signage.
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Communications

64. Public events and advertising or media paid for through City budgets allocated for Council use or public events organized or sponsored by members using any City budgets or assets must be completed by September 1 and not scheduled until October 31 in a general election year.
65. A member must not issue City-funded ward newsletters or City-funded mass email distributions between nomination day and election day.
66. A member must not use City postage or other resources for mass mailings of any kind between nomination day and election day.
67. A member must not place ward information updates in community newsletters between nomination day and election day.
68. A member must not use any City communications facilities or services for their campaign; this includes the use of media addresses, email addresses and distribution lists, the City's photo library, website development, writing or print material services.
69. No member will refer to themselves in election campaign advertisements as "Councillor X" or "Mayor Y".
70. (1) A member may only use the City's website, social media, email and phone number for official duties.
- (2) A member will maintain separate websites, social media, email and phone number for all campaign activities and communications. These accounts shall include, where possible, a disclaimer that they are not City-funded, nor do they reflect City policy during a campaign period. Account names should not include the member's current position title, where possible (for example, Jane Smith is preferable to Councillor Jane Smith).

- (3) Website and email distribution lists that are used for official duties may not be used for campaign activities and communications.
- (4) Links are not allowed on City websites or external websites paid for by the City to a member's campaign website at any point in time during a term of office. This does not prevent the Returning Officer from providing links to campaign websites for all candidates on the Elections website.

City Staff

- 71. No member shall use the services of City staff for election campaign related purposes during hours in which those City staff receive any compensation from the City.
- 72. City staff shall not identify themselves as City staff while working on an election campaign.
- 73. A member must not seek individual advice from City staff regarding election rules and processes, or regarding their obligations as candidates, including any obligations as candidates that may apply while the member holds office. Nothing restricts a member from receiving information available to all candidates for an election.

Other City Resources

- 74. City resources must not be used by a member or staff for election campaigns or for a fundraising event at any point during a term of office.
- 75. Under no circumstances should member's offices be used to engage in election campaign related activities.
- 76. City data must not be used by members for election campaigns or fundraising events unless those data sources are publicly available and all fees associated with the use of the data have been paid for by the election campaign funds.
- 77. Any election campaign related activities that occur in City Hall or any civic facility must take place in a location that is normally available for rental to the public and that has been arranged through the normal rental process.

City Functions

78. (1) A member who is nominated to run for re-election must not participate in any City-sponsored events requiring them to perform official ceremonial duties between nomination day and election day.
- (2) A member who is nominated to run for re-election must not wear the Mayor's Chain of Office at any event between nomination day and election day.
79. A member must not use their office to gain an unfair advantage over other candidates, or to provide an unfair advantage for a candidate.

Other Elections

80. A member must not use City resources to promote or oppose the candidacy of any person to elected office in any municipal, provincial or federal campaign.
81. (1) A member may choose to take an unpaid leave of absence to run for elected office of another government.
- (2) During a period of leave under subsection (1), the member:
- (a) shall not receive any confidential agendas, communications or documents from the City;
 - (b) shall receive copies of all public information;
 - (c) shall not be required to return their City resources, but will not use them for any non-civic purpose; and
 - (d) shall not be reimbursed for any mileage or telephone or similar expenses.

INFORMATION NOTE

- [1] Clause 120(1)(c) of *The Cities Act* disqualifies a member from sitting on Council if the member misses all regular council meetings for three months in a row, unless Council authorizes that absence.
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PART IV
Integrity Commissioner

Appointment of Integrity Commissioner

82. (1) Council shall appoint an Integrity Commissioner or Integrity Commissioners to undertake the duties and responsibilities assigned to that office pursuant to this Bylaw:
- (a) for a specified period of time;
 - (b) on an ad hoc basis; or
 - (c) jointly with another municipality or municipalities.
- (2) The appointment of an Integrity Commissioner may be made, suspended, or revoked only if the majority of Council vote to do so.
- (3) Council shall not dismiss an Integrity Commissioner except for cause.

Interim or Ad Hoc Appointment

83. (1) This section is applicable in the following circumstances:
- (a) if the City has not yet entered into a contract for the appointment of an Integrity Commissioner for a specified term;
 - (b) in the interim period between the expiry of the appointment of one Integrity Commissioner and the appointment of a new Integrity Commissioner;
 - (c) if the appointed Integrity Commissioner is unable or unwilling to act; or
 - (d) if the City appoints an Integrity Commissioner on an ad hoc basis.
- (2) In the circumstances described in subsection (1):
- (a) formal written complaints of a violation of this Bylaw shall be submitted jointly to the City Solicitor and the City Clerk;
 - (b) upon receipt of a formal complaint, the City Solicitor and City Clerk shall consider the following in determining whether the complaint shall be investigated:

- (i) whether the complaint falls within the jurisdiction of this Bylaw;
 - (ii) whether there are sufficient grounds for an investigation;
 - (iii) whether the complaint is frivolous, vexatious or not made in good faith, and
- (c) if the City Solicitor and the City Clerk determine that a complaint shall be investigated, they shall appoint an Integrity Commissioner to carry out the duties in this Bylaw including investigating and determining if the member has violated the Bylaw and reporting and making recommendations to Council on appropriate censure, sanctions or corrective actions, if applicable.

Duties and Responsibilities

84. The Integrity Commissioner shall:

- (a) if requested, provide oral advice and written advance rulings and recommendations to members on questions of compliance with this Bylaw;
- (b) if requested, provide Council with specific and general advice on this Bylaw and issues of compliance with this Bylaw;
- (c) prepare written materials for distribution to, and use by, members regarding the role of the Integrity Commissioner and the ethical obligations and responsibilities of members under this Bylaw;
- (d) prepare written materials and content for the City's website for distribution to, and use by, the public, to aid in their understanding of the role of the Integrity Commissioner and the ethical obligations and responsibilities of members under this Bylaw;
- (e) deliver educational programs to members and staff regarding the role of the Integrity Commissioner and the ethical obligations and responsibilities of members under this Bylaw;
- (f) provide advice and recommendations to Council regarding amendments to this Bylaw;
- (g) subject to section 83, receive and assess all written complaints to determine if there is jurisdiction to investigate, sufficient grounds for an investigation, opportunity for settlement or if the complaint is frivolous and vexatious;

- (h) investigate and conduct inquiries as to violations of this Bylaw;
- (i) determine and report to the Governance and Priorities Committee and Council as to whether a member has violated this Bylaw;
- (j) make recommendations on whether to censure the member, impose sanctions or require corrective actions if there is a violation; and
- (k) publish an annual report on the work of the Integrity Commissioner including examples in general terms of advice and advance rulings rendered and complaints received and disposed of.

Reliance on Integrity Commissioner's Advance Ruling

85. (1) If an Integrity Commissioner is currently appointed, a member may request that the Integrity Commissioner provide a written advance ruling and a recommendation on questions of compliance with this Bylaw.
- (2) The Integrity Commissioner may make any inquiries they consider appropriate to provide the member with a written ruling and recommendations.
- (3) If the conduct of a member is being investigated in a matter that was the subject of a written advance ruling or recommendations by the Integrity Commissioner, the member may rely on and the Integrity Commissioner is bound by the ruling or recommendations by the Integrity Commissioner if:
- (a) the member disclosed all known specific facts to the Integrity Commissioner at the time of the request and those facts remain unchanged;
 - (b) the member requested an advance ruling prior to taking any action; and
 - (c) the member followed the advance ruling or recommendations.
- (4) The City shall appoint a different, ad hoc Integrity Commissioner to deal with a specific complaint in the following circumstances:
- (a) if a complaint is received with respect to an issue that the member has received an advance ruling or recommendations from the appointed Integrity Commissioner;

- (b) the appointed Integrity Commissioner is not bound by the advance ruling or recommendations as the conditions in subsection (3) have not been met; and
 - (c) the appointed Integrity Commissioner would not be able to fairly deal with the complaint because of the information already provided by the member.
- (5) If the conduct of a member is being investigated in a matter that was the subject of oral advice by the Integrity Commissioner, the member may not rely on and the Integrity Commissioner is not bound by the oral advice by the Integrity Commissioner.

PART V Complaints

Informal Complaint

86. Any person who has identified or witnessed conduct by a member that the person believes is in contravention of this Bylaw may advise the member that the conduct violates the Bylaw and encourage the member to stop.

Formal Request for Investigation

87. (1) Subject to section 83, any person may request an investigation to determine if a member has violated this Bylaw by submitting a complaint to the Integrity Commissioner in the form in Schedule "A" or in any other form approved by the Integrity Commissioner.
- (2) The complaint must:
- (a) be in writing;
 - (b) be dated and signed by an identifiable person; and
 - (c) set out all of the grounds and information related to the violation including the date, time and location of the alleged violation, the name of the accused member, an explanation as to which provision of the Bylaw has been violated, and any evidence in support of the allegation including the names and statements of any witnesses.

- (3) The Integrity Commissioner may investigate a complaint that does not comply with subsections (1) and (2) if, in the Integrity Commissioner's opinion, the circumstances warrant.
- (4) An investigation of a complaint received on or after August 1 in a general election year shall be deferred and kept confidential until after the first meeting of Council following the general election.

Initial Complaint Classification

88. (1) Given the broad nature of the obligations in this Bylaw and the potential for overlap with other legislative and common law requirements, complaints shall be directed, if possible, to another process or forum if another process or forum would be more appropriate for addressing the complaint.
- (2) On receipt of a complaint pursuant to section 87, the Integrity Commissioner, or the City Solicitor and City Clerk in the circumstances of subsection 83(1), shall make an initial determination if the complaint is, on its face, a complaint with respect to non-compliance with this Bylaw.
- (3) If a complaint is not, on its face, a complaint with respect to non-compliance with this Bylaw, or if a complaint would be more appropriately addressed through another process, the Integrity Commissioner, or the City Solicitor and City Clerk in the circumstances of subsection 83(1), shall advise the complainant in writing as follows:
- (a) if the complaint is an allegation of a criminal nature consistent with the *Criminal Code*, the complainant shall be advised that they must pursue the allegation with the appropriate police service;
 - (b) if the complaint is with respect to non-compliance with *The Cities Act*, including sections 114 through 119 of *The Cities Act*, the complainant shall be advised that they must pursue the allegation pursuant to *The Cities Act*;
 - (c) if the complaint is with respect to non-compliance with a more specific Council policy or bylaw with a separate complaint procedure, the complainant shall be advised that they must pursue the allegation under that procedure;
 - (d) if the complaint is with respect to a matter that is subject to an outstanding complaint under another process such as a court proceeding, a Human Rights complaint or similar process, the investigation may be suspended pending the result of the other process;

- (e) in other cases, the complainant shall be advised that the matter, or part of the matter, is not within the jurisdiction of the Integrity Commissioner to investigate, with any additional reasons and referrals that are appropriate.

INFORMATION NOTE

- [1] If a complaint is with respect to a conflict of interest, it would be a complaint “with respect to non-compliance with...sections 114 through 119 of *The Cities Act*”. As such, the complaint would be outside the Integrity Commissioner’s jurisdiction under subsection 4(3) and clause 88(3)(b). The allegation of conflict of interest would have to be pursued pursuant to *The Cities Act*.
- [2] Pursuant to subsection 114.1(1) of *The Cities Act*, a member “has a conflict of interest if the member makes a decision or participates in making a decision in the execution of his or her office and at the same time knows or ought reasonably to know that in the making of the decision there is the opportunity to further his or her private interests or the private interests of a closely connected person.” “Closely connected person” is defined in clause 114(a). Subsection 114.1(2) clarifies that a financial interest as described in subsection 115(1) is always a conflict of interest.
- [3] Section 117 of *The Cities Act* describes what is required of a member who is in a conflict of interest. This includes declaring the conflict of interest, abstaining from voting on the matter, not attempting to influence the discussion or voting on the matter and, in many cases, leaving the room during discussion and voting on the matter. Any declaration of a conflict of interest and any abstention or withdrawal must be recorded in the minutes of the meeting pursuant to subsection 117(5).
- [4] If a member does not comply with the requirements of section 117, the member is disqualified from Council and is not eligible to be nominated or elected in any municipality for 12 years, pursuant to section 120 of *The Cities Act*. Subsection 121(1) of the Act provides that a member who is disqualified must resign immediately.
- [5] If a member does not resign as required, subsection 121(2) provides that an elector (as defined in *The Local Government Election Act, 2015*) may apply to the Court of Queen’s Bench for:
 - (a) an order determining whether the member was never qualified to be or has ceased to be qualified to remain a member of council; or
 - (b) an order declaring the member to be disqualified from council.
- [6] An elector must make the application within three years of the date of alleged disqualification (subsection 121(4)) and:

- (a) file an affidavit showing reasonable grounds for believing that the member never was or has ceased to be qualified as a member of council; and
- (b) pay into court the sum of \$500 as security for costs (subsection 121(3)).

[7] Before making such an application, an elector may wish to get independent legal advice on whether the alleged conflict of interest is a conflict of interest as defined in *The Cities Act*.

Frivolous Complaints

89. Subject to section 83, if the Integrity Commissioner is of the opinion that a complaint is frivolous, vexatious or not made in good faith, or that there are no grounds or insufficient grounds for an investigation, an investigation shall not be conducted or if an investigation has begun, it shall be terminated.

Investigation

90. (1) If a complaint is not directed to another process or forum pursuant to section 88 or rejected pursuant to section 89, the Integrity Commissioner shall investigate the complaint and may attempt to settle the complaint.
- (2) The Integrity Commissioner shall:
- (a) serve the complaint and supporting material on the member whose conduct is in question with a request that a written response to the allegation by way of affidavit or otherwise be filed within 10 business days; and
 - (b) serve a copy of the response provided upon the complainant with a request for a written reply within 10 business days.
- (3) If necessary, the Integrity Commissioner may:
- (a) speak to anyone relevant to the complaint; and
 - (b) access any records relevant to the complaint, except a record that:
 - (i) contains information that is subject to solicitor-client privilege;
 - (ii) was prepared by or for legal counsel for the City in relation to a matter involving the provision of advice or other services by legal counsel; or

- (iii) contains correspondence between legal counsel for the City and any other person in relation to a matter involving the provision of advice or other services by legal counsel.
- (4) The Integrity Commissioner shall not issue a report finding a violation of this Bylaw on the part of any member unless the member has had reasonable notice of the basis for the proposed finding and any recommended censure, sanctions or corrective actions and an opportunity either in person or in writing to comment on the proposed finding and any recommended censure, sanctions or corrective actions.

Investigation Report

- 91.
 - (1) The Integrity Commissioner shall report to the complainant and the member no later than 90 days after receipt of the complaint.
 - (2) Subject to subsection (3), if the Integrity Commissioner determines that this Bylaw has been violated and the complaint is substantiated in whole or in part, the Integrity Commissioner shall report to Council the findings and the terms of settlement, recommended censure, sanctions or corrective actions.
 - (3) The report mentioned in subsection (2) will first be considered in camera by the Governance and Priorities Committee.
 - (4) If the complaint is dismissed, other than in exceptional circumstances, the Integrity Commissioner shall not report to Council except as part of an annual or periodic report.
 - (5) Any recommended censure, sanctions or corrective actions must be permitted in law and shall be designed to ensure that the inappropriate conduct does not continue.
 - (6) If the Integrity Commissioner determines that this Bylaw has been violated although the member took all reasonable measures to prevent it, or that a violation occurred that was trivial or committed through inadvertence or an error of judgement made in good faith, the Integrity Commissioner shall so state in the report and may recommend that no censure, sanctions or corrective actions be imposed.

Council Review

92. (1) Council shall consider and respond to an investigation report from the Integrity Commissioner no more than 90 days after the report is first considered by the Governance and Priorities Committee.
- (2) Upon receipt of an investigation report from the Integrity Commissioner Council may, in circumstances where the Integrity Commissioner has determined that this Bylaw has been violated, impose the censure, sanctions and corrective actions recommended by the Integrity Commissioner or any other censure, sanctions and corrective actions allowed by law.
- (3) Possible censure, sanctions or corrective actions may include the following:
- (a) a letter of reprimand addressed to the member;
 - (b) requesting the member to issue a letter of apology;
 - (c) publishing a letter of reprimand or request for apology and the member's response;
 - (d) requiring the member to attend training;
 - (e) suspending or removing the member from Council committees or other bodies;
 - (f) suspending or removing the member from a position of chairperson of a Council committee.

Reprisals and Obstruction

93. (1) No person shall obstruct the Integrity Commissioner in the carrying out of the Integrity Commissioner's duties or responsibilities.
- (2) No person shall threaten or undertake any active reprisal against a person initiating an inquiry or complaint under this Bylaw, or against a person who provides information to the Integrity Commissioner in the context of an investigation.
- (3) No person shall destroy documents or erase electronic communications related to a matter under investigation under this Bylaw or refuse to respond to the Integrity Commissioner when questioned regarding an investigation.

Confidentiality

94. (1) The Integrity Commissioner, or the City Solicitor and City Clerk pursuant to section 83, will use all reasonable efforts to investigate complaints in confidence.
- (2) The Integrity Commissioner and every person acting under the Integrity Commissioner's instructions shall preserve secrecy with respect to all matters that come to the Integrity Commissioner's knowledge in the course of any investigation or complaint except as required by law.
- (3) While an investigation report provided to Council may be considered in camera by the Governance and Priorities Committee for the purposes of receiving advice including legal advice and deliberating on the report, when Council responds to a report, it shall do so in a public meeting and the report shall be available to the public.
- (4) An investigation report shall only disclose such matters as in the Integrity Commissioner's opinion are necessary for the purposes of the report.

PART VI Repeal and Coming Into Force

Bylaw No. 9424 Repealed

95. *The Code of Ethics for Members of City Council Bylaw, 2017* is repealed.

Coming Into Force

96. This Bylaw comes into force on the day of its final passing.

Read a first time this _____ day of _____, 2019.

Read a second time this _____ day of _____, 2019.

Read a third time and passed this _____ day of _____, 2019.

Mayor

City Clerk

Schedule “A”

Complaint Form

I hereby request that the Integrity Commissioner for the City of Saskatoon conduct an investigation into whether or not the following member(s) of Council has (have) contravened *The Code of Ethical Conduct, 2019*.

I have reasonable and probable grounds to believe that the above member(s) has (have) contravened *The Code of Ethical Conduct, 2019* by reason of the following:

Please insert, date, time and location:

Include a listing of the specific provisions of the Bylaw that have been violated:

Include an explanation as to the violation:

Include particulars and names of all persons involved, and of all witnesses, and information as to how they can be reached:

Attach additional pages as needed.

Attached are copies of documents and records relevant to the requested inquiry.

Date:

(signature of complainant)

Name:

Address:

Telephone:

Cell:

E-mail: