

## Bus Riders of Saskatoon – Meeting Number 7 – December 14, 2014

Present: 9 present

### **1. Review of Minutes of Meeting #6: November 23, 2014**

The list of committee members was clarified:

- Steering Committee: The members are Tracey, Cameron, Sarina and Mandy
- Internal Committee – Tracey, Stephan, Robert
- External Committee – Cameron and Sarina
- Online Committee – Nicole, Samuel, Marianne and Rob

Once terms of reference are clearer, a call will be made for more volunteers to serve on the four committees. It was recognized that committee membership will be in a constant state of change.

### **2. Reports from Committees**

#### 2.1 Meetings and Actions from last meeting

##### 2.1.1 Internal Committee:

- a draft Vision Statement was presented for discussion. Discussion centred around inclusion of the words 'preferred' and 'easy', and the use of 'bus riders' to describe the group.
- by unanimous vote the group adopted the following:

**Vision Statement: Bus Riders of Saskatoon want to live in a city where public transit is easy. It should be a viable transportation choice for all and a basic right of residency. Public transit should be accessible, effective, and reliable.**

- it was agreed that our website should describe who we are and what we do and indicate that we are not a group that is limited to 'bus riders' (both riders by necessity and riders by choice) but to all in the community.
- there was some discussion as to the amount of time we wanted to spend on vision/mission and it was agreed that we needed a balance between using meeting time wisely and getting things right.
- it was recognized that both Vision and Mission statements are likely to change as the organization matures.

- a draft Mission Statement was presented for discussion. Discussion centred around the use of the word 'Saskatoon' vs. 'our city' and the use of 'bus' vs. 'public transit'.

- the group voted to adopt the following:

**Mission: Bus Riders of Saskatoon advocates for better public transit in our city.**

- a draft set of group norms was presented for discussion. After some discussion as to improvements in wording the group voted to adopt the following:

**Group Norms: All people are explicitly welcome and respected in our meetings and we will strive to include and represent the interests and varying perspectives of riders. We appreciate that we are all volunteers and that we are all learning and doing the best we can in our roles. We bring different life experiences and values to the table but what we share is a desire to work for positive change in our transit system. We aim to achieve changes in the short-term while keeping a long-view in mind and agree to engage constructively and respectfully and not just within the group but also with decision-makers, the media and the general public.**

**In meetings, we agree to keep comments respectful and brief and respect the role of the meeting facilitator(s) who may need to cut us off from time to time to keep the conversation on track and on time. We will avoid tangents and side-bar conversations and speak one at a time. We will do our best to be accountable for what we take on and will try not to let each other down. If we have committed to a task and can't complete it in a timely manner, we agree that we will pass the task to someone else in the group. When we feel someone is not abiding by these norms, we will gently let them know. Repeated violations of the group norms by any member will be brought to the group to discuss.**

- Tracey presented a draft terms of reference for the Internal Committee which would include:

- meeting arrangements – locale, facilitation, recording and distribution of minutes
- receipt and disbursement of funds
- record keeping
- receipt and response to correspondence
- policy development
- facilitation of internal communication between committees when needed

- Tracey explained that it would not be the duty of the members of the committee to take on these duties but to be sure that these functions are accomplished

### 2.1.2 External Committee:

- Sarina reported on an interview she did with Global Television as a spokesperson for Bus Riders of Saskatoon. The Lockout will be featured as one of the top news stories of 2014 in Saskatoon
- Cameron, Samuel and Sarina reported on a meeting with Saskatoon Transit on December 10, 2014
  - the meeting was mostly a question and answer session which helps us better understand how Saskatoon Transit deals with opportunities and challenges
  - there was continued discussion of regulations regarding distribution of print material to transit riders
  - the next phase of Growing Forward will be in March when a report will be issued that will include a compilation of public input that has been received
    - a final report including recommendations and a plan for implementation will be released at a later date and will need to be approved by City Council; this will likely to be prior to the next civic election
  - there was some discussion of bus shelters and of what happens when one uses the 'Contact Us' form and then the sub-form specifically for transit issues
  - our representatives at the meeting expressed concerns about problems encountered by transit users with late buses and missed transfer connections
- the group discussed the need for Bus Riders to have systematic mechanisms to collect and document issues put forth by transit users so that we can better distinguish trends from one time situations in our presentations to Saskatoon Transit
  - there was a discussion about how we could best use our social media to accomplish this
- it was suggested that our website contain information for bus users on how best to express their concerns about transit to the city

### 2.1.3 Online Committee

- Samuel reported that he, Marianne, and Rob had met for an informal workshop on how to better use the word press technology in development of the website
- website now contains has some of the past local press coverage of our activities

## 2.2 Short Term and Long Term Plans

### 2.2.1 Internal Committee

#### 2.2.1.1 Short Term

- goals for next two months:
  - regular and predictable meeting dates
  - smooth facilitation
  - regular meeting format
  - a more representative and diverse group
  - skill building in areas such as research, lobbying, facilitation

#### 2.2.1.2 Long Term

- that the internal workings of Bus Riders will run smoothly

### 2.2.2 External Committee:

#### 2.2.2.1 Short Term

- January meeting with transit to bring up ongoing user concerns
- determine how to best to solicit information from riders
- finding out how to find out which wards our members live in

#### 2.2.2.2 Long Term

- preparation for the next civic election cycle
- capacity and membership of the committee will change as the work expands

### 2.2.3 Online Committee:

#### 2.2.3.1 Short Term

- future improvements to the website will include:
  - links to other groups and where to find sources of information
  - interface with information with Facebook page

- BetterTransitYXE – Twitter account - only around for another four months as it is a project that is part of Shannon’s internship– they will do one or two actions in the next year
  - a goal to find a successor to continue the Twitter account or to incorporate what they are doing into our organization – the Committee will stay in touch with them

#### 2.3.2.2 Long Term

- it was agreed that a strong website is indicative a strong group presence in the community

### 3. Discussion

3.1 Is there a way we can collect ‘problems’ so that we can document where there are problems with the transit system that need to be fixed

- can this be a function on the website to have categorized ‘problems’ recorded? It should be done in some way that data can be easily exported and compiled
- would be nice have a ‘comment’ count at the top of each category to make the total more salient

3.2 Sarina – Transit meeting: should be from 4:00 to 5:00 on January 14 at the bus barn. are there volunteers to want to come?

- Mandy, Stephan, for next meeting – Tracey, Cameron, Sam, Robert are interested as well and can attend if people are needed to fill in on short notice

3.3 The new ITS System – has a lot of functionality but there are questions as to its effectiveness

3.4 Councillor Marin Loewen’s Motions from the City Council budget discussions:

1. *The administration to report on a long term strategy for managing Transit fare increases.*
2. *The administration to report back on necessary steps to get transit to industry standard in terms of maintenance staff, equipment and operational consistency.*

- there was a discussion of the nature of these motions and how Bus Riders can follow up on these to assure accountability

- there was also a letter [see end of minutes] sent by Toddi Steelman, Director of the School of Environment and Sustainability at the University of Saskatchewan, to the Standing

Policy Committee on Transportation in September, 2015 as a follow up from the Transportation and Design: Getting Where We Need to Go – Conference (January 2014) asking for a response to the recommendations coming out of the conference – we should be expressing an interest in the City’s response to these recommendations also. [Note: The City Administration’s work plan calls for a response to be presented to City Council in ‘mid 2015’.]

3.5 Archives – all documents need to be managed for long term retention – Mandy has volunteered to do this for the interim

3.6 Face Book Page

- Tracey – will watch the Facebook page and contact regular people to invite them to get more involved
- Robert – will monitor the page and respond to new member requests and private messages sent to Bus Rider

3.7 G-Mail Account – Sarina will check for incoming messages

3.8 Meeting Notifications

- some Bus Riders don’t have Facebook or e-mail
- Cameron will take on the responsibility of notifying these people by phone

3.9 Planning Future Actions

- Tracey proposed the following model:
  - anyone is welcome to bring proposals for actions to our meetings
  - if there are people interested in organizing and participating and the proposed action and the resources are available, then the action can go forward as a group sanctioned activity
  - each member at the meeting has the power to veto a proposed action if they feel that it could do harm to the group
- it was agreed that the group would adopt this model for deciding upon group actions

#### **4. Next Meeting:**

- it was agreed that Sunday afternoons seems to be working well for meetings
- regular meetings will be the second Sunday of each month at the Food Bank meeting room from 1:30 to 3:30
- the next meeting will be Sunday January 11, 2015
  - Tracey will book the room for the next few months

- Facilitators for next meeting– Cameron, Mandy
- Recorder for next meeting – Robert

## Appendix

UNIVERSITY OF SASKATCHEWAN

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September 3, 2014

Standing Policy Committee on Transportation

Saskatoon City Council

City Clerk's Office

2nd Floor, City Hall

222 3rd Avenue North

Saskatoon, SK S7K 0J5

To the Standing Policy Committee on Transportation:

On January 24, 2014, a sustainability networking conference entitled "Urban Transportation and Design: Getting Where We Need to Go" was hosted in Saskatoon. The conference brought together a diverse group of stakeholders and provided both the presenters and attendees the opportunity to discuss urban transportation issues and solutions for our city. Through facilitation and small group discussions, many recommendations were made for the City of Saskatoon (below).

The City of Saskatoon's vision to create wealth and prosperity states: "By planning for balanced growth, providing transportation alternatives and building places that bring people together, the city has become healthier, more integrated, more accessible and more attractive" (Strategic Plan 2013-2023, pg. 13). The perspectives, ideas, and solutions that came forward at the conference reflect this vision and a number of the City's other strategic priorities.

Conference Recommendations:

- Work with the provincial government to secure funding for municipal transportation projects and infrastructure, particularly focused on active and public transportation.

o Strategic Goals: Moving Around; Sustainable Growth; Asset and Financial Sustainability

- Improve and/or develop guidelines and policies to ensure that services and infrastructure for multiple modes of transportation are required in new and existing developments.

o Strategic Goals: Moving Around; Sustainable Growth

- Improve connectivity and access between neighbourhoods, destinations, and amenities using roads, bike lanes, bus routes, sidewalks and pathway networks.

o Strategic Goals: Moving Around; Sustainable Growth

- Ensure that roads, sidewalks, bike paths, and bridges are adequately cleared to allow for safe, reliable and timely transportation for pedestrians, cyclists, transit users, drivers, and those who have limited mobility.

o Strategic Goal: Moving Around

- Improve the transit system by: including more frequent service; adding more direct routes; creating transit hubs or Park-and-Go locations in neighbourhoods outside of Circle Drive; running buses in a more timely and efficient matter; increasing comfort on buses and at bus shelters; attracting a more diverse demographic of transit users; and offering more incentives for the public to use and/or try the transit system.

o Strategic Goal: Moving Around

- Build a Bus Rapid Transit (BRT) system, dedicated bus lanes, dedicated cycling lanes, and high-occupancy vehicle lanes to improve and incentivize those modes of transportation.

o Strategic Goals: Moving Around; Sustainable Growth

- Extend future BRT systems to outlying communities, such as Martensville and Warman.

o Strategic Goals: Moving Around; Economic Diversity and Prosperity

- Conduct a market analysis to determine at what cost people will change their transportation choices (e.g. from single occupancy vehicles to other modes of transportation).

o Strategic Goals: Moving Around; Asset and Financial Sustainability

- Increase transportation literacy in the city by discussing the issues, explaining potential solutions, highlighting the costs of maintaining the status quo, and promoting the benefits (e.g. cost and health) of nonautomobile modes of transportation.

o Strategic Goal: Moving Around



- Lead by example and champion active and public modes of transportation (Councillors, mayor, and administrators).

- o Strategic Goal: Moving Around

- Collaborate with and consider input from community organizations that are focused on improving transportation in the city.

- o Strategic Goals: Moving Around; Quality of Life

- Work with stakeholders to create a more comprehensive Drivers Ed. curriculum that includes more information on the rights, rules and safety of other road users, such as cyclists, pedestrians, and transit users.

- o Strategic Goals: Moving Around; Quality of Life

- Work with businesses to provide facilities for active commuters (e.g. showers, secure bike racks), offer incentives for transit (e.g. discounted bus passes), and promote ride shares and carpooling to reduce singleoccupant vehicle use.

- o Strategic Goals: Moving Around; Economic Diversity and Prosperity

- Work with the provincial government to reinstitute rail service between Saskatoon and Regina, given the growth (and desired future growth) of both cities.

- o Strategic Goals: Moving Around; Economic Diversity and Prosperity

- Develop innovative parking policies and techniques (e.g. downtown parking permits; graduated parking fees dependent on location, time of day, and vehicle type; etc.).

- o Strategic Goals: Moving Around; Asset and Financial Sustainability

- Introduce new full-cost price mechanisms for infrastructure (e.g. toll bridges, road use taxes).

- o Strategic Goals: Moving Around; Asset and Financial Sustainability

- Provide greater fiscal transparency on the moneys spent on transportation infrastructure, including the variance between amounts spent on automobiles compared to other forms of transportation.

- o Strategic Goals: Moving Around; Asset and Financial Sustainability

- Design communities as "urban centres" that provide adequate public amenities, complete streets, and a variety of housing types.

o Strategic Goals: Sustainable Growth; Quality of Life

- Initiate, celebrate and examine the results of innovative transportation pilot projects. Evaluate the potential for these projects to be implemented on a greater scale.

o Strategic Goal: Moving Around

- Adopt new technologies for efficiency and effectiveness (e.g. GPS, smart phone apps, electric car plug-ins, Jane switches, social marketing).

o Strategic Goals: Environmental Leadership; Moving Around

We kindly ask the Standing Policy Committee on Transportation to provide an update on the status of these recommendations. We wish to inform the community on what progress has already been made, highlight Saskatoon's successes, and better understand the areas that need further attention. We would also welcome feedback on how citizens, organizations and community stakeholders can get more involved in supporting City of Saskatoon initiatives in the area of urban transportation and design.

We look forward to hearing from you.

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Toddi Steelman, PhD  
Executive Director