

**Minutes for BRS-USSU-Transit online meeting
Monday, 15 June 2020 @ 2:30-3:30pm**

Location: Online meeting using Zoom

Participants: Cory Shrigley, Allison Gray from Saskatoon Transit; Rob Dudiak, Liz Hoffman from the City's BRT Project Team; Jory McKay from USSU; Peter Gallén, Robert Clipperton, Melissa Hoffman, Bob Eaton, Lila Wagner from BRS.

MEETING ADMINISTRATION

Allison/Rob was appointed Chair/Moderator of this meeting, while Peter will provide the minutes.

USSU INITIATIVES

1) UPass:

- a. USSU asked to have the next date for UPass negotiations confirmed.
- b. USSU also needs to know when UPasses can be distributed; sufficient lead time is required, because the logistics will be difficult with current Covid-restrictions in place.

SPECIAL ITEM

At the request of BRS, the main agenda item for this meeting was an update by Rob Dudiak, Project Manager, and Liz Hoffman, Special Project Manager for Community Partnerships, on the status of the Bus Rapid Transit (BRT) Project, the Project Team and its current work.

2) HDR Corporation

- a. Although HDR Corp. no longer is actively involved in the project since April 2020, Rob is still in close contact with John Hubbell at HDR as required.
- b. HDR's design deliverables:
 - i. HDR produced detailed civil engineering drawings on the dedicated transit right-of-ways (Broadway, 1st Avenue & College Drive).
 - ii. HDR produced detailed civil engineering drawings for each of the 85 Stations.
 - iii. These 'nuts-and-bolts' designs and drawings are required for the tender documents and would include items like elevations, station components, shelters, drainage, existing and new cabling...

3) Major items *not* included in HDR's design contract

- a. Street light relocations.
- b. Public realm design.
- c. Tender documents.
- d. Public art for the BRT.
- e. Branding & Marketing.
- f. Land purchases.

4) Design and documentation still to be done

- a. Scheduling of the entire implementation is a major challenge. For example, street closures that cause less disruption are preferred over the lowest cost.
- b. Tender documents will be prepared and issued by City staff.
- c. While HDR identified street lights that are in the wrong place, the actual relocations are planned by staff at the City's Transportation and Light and Power Divisions.
- d. While HDR identified the locations where additional land needs to be acquired, the City's Land Branch will carry out actual land acquisitions.
- e. Public realm design on Broadway Avenue, 1st Avenue and College Drive will be done by the City's internal Urban Design section. For example on Broadway the new BRT structures need to be integrated into the existing public realm, while College Drive requires a new public realm design from scratch.
- f. Public art for the BRT Project will be handled by the City's Arts and Culture Consultant on the BRT Project Team.
- g. Branding & Marketing integration and communication will be designed by Liz Hoffman on the BRT Project Team. This will include a more detailed plan for engagement with stakeholders and the public than the general plan already in existence.

5) Planned Pilots and Potential Early Construction Work

- a. While most construction activities will have to wait until 2022, when the ICIP-Transit funding is expected to be available, a few projects are planned for implementation in 2020-2021.
- b. Early construction:
 - a. Some Public Realm Work might get started already in 2021.
 - b. Some electric-power and fibre-optic cabling might be installed before 2022.
- c. Traffic Signal Priority Pilot:
 - a. The intent is to pilot Traffic Signal Priority for Transit using three consecutive, closely spaced, existing controlled intersections along one of the BRT routes. All hardware both in the traffic lights and the buses is already in place. What needs to be piloted are the details of the on-the-ground signalling between the buses and the lights, as well as the interaction and integration of the traffic light software with the transit management software.
- d. BRT Station Pilot:
 - a. The intent is to build (at least the crucial portions of) one BRT Station at the COC to be equipped with the platform built to specifications plus station equipment that can be tested and swapped in/out as required.
 - b. The pilot station would be used for i) Operator training, ii) Equipment & Material evaluations, and iii) hopefully some Rider tests as well.
 - c. For example, Equipment and Material evaluations would involve the use of paving stones instead of concrete as an alternate platform material; various makes of infrared heaters for the shelter would be tested; various makes of electronics in the shelters would be tested; screen materials on the pylons

would be evaluated; etc. Failure limits would be pushed deliberately to test reliability and durability.

- d. Similarly, Operators would be trained and Buses would be tested in approaching, boarding/deboarding and departing the station to ensure suitability of the design and safety of the Riders.
- e. The intent is to request funds from Council this Fall and hopefully get the platform built before winter.

6) The BRT Project Team

- a. City Staff assigned to the BRT Project:
 - i. James McDonald, Transit Director, under whom the BRT Project is now situated (after having been moved from the Growth Plan Project under Chris Shultz).
 - ii. Rob Dudiak, BRT Project Manager (assigned full time from Major Projects).
 - iii. David LeBoutillier, Engineering Manager – Transportation Division.
 - iv. Liz Hoffman, Special Project Manager – Community Partnership Managers – Major Projects.
 - v. Mandy Fehr, Public Engagement Consultant – Strategy & Transformation Department.
 - vi. Allison Gray, Marketing Consultant – Strategy & Transformation Department.
 - vii. Alejandro Romero, Arts and Culture Consultant – Community Services Department.
- b. Interactions with other City Staff:
 - i. Higher-level issues are coordinated monthly with senior management at Transit, Transportation, and Planning.
 - ii. Rob is still in weekly contact with Chris Schultz from the Growth Plan Project.
 - iii. Technical issues are discussed as required with middle management in charge of Active Transportation, BRT Corridor Planning, Brownfield Management...

7) Funding

- a. BRS wondered if ICIP-*Environment* funding, MEEP-funding and Federal Covid-funding (Gas-Tax) might be available for the BRT Project in addition to the ICIP-*Transit* funding stream that has been targeted so far.
- b. Rob replied that only ICIP-*Transit* funding will be available for the BRT Project.

8) Engagements

- a. Liz Hoffman is taking charge of the meetings with the BRT Stakeholder Group(s), although Rob might still be involved from time to time.
- b. Liz is currently preparing the detailed Marketing & Communications Strategy for the BRT Project, which includes a strategy for resuming engagements that were put on hold due to the Covid-pandemic; for example online engagements are being investigated.

9) 19th Street BRT and AAA networks

- a. BRS wondered how the Bus Rapid Transit (BRT) and the Active Transportation (AT) networks will co-exist on 19th Street:
 - i. BRS was concerned about interference between transit riders and cyclists, especially at BRT Stations and regular bus stops. Rob noted that the two

networks will not interfere with one another; in particular the BRT Stations will not be impacted at all by the separated bike track.

- ii. The separated, double-direction, so-called AAA bike track will run along the south side of 19th Street until 3rd Avenue, where it is expected to connect with cycle tracks on 3rd Avenue and the Traffic Bridge.
 - iii. Bus stops for regular transit (e.g., Clinksill Manor) have not been identified.
- b. BRT Stations and bus stops on 19th Street:
- i. The BRT Station for the east-bound Blue Line will be located beside the MVA office.
 - ii. The BRT Station for the west-bound Blue Line will be located at the old Provincial Court House (now SIAST).
 - iii. Additional bus stops for regular transit might also be required.

NEXT MEETING: Monday, 20 July 2020, 2:30 – 3:30 pm by Zoom or Team.