

July 31, 2023

Secretary, Standing Policy Committee on Planning, Development and Community Services

Dear Secretary,

**Re: Street Activity Subcommittee – Request for Representative from the
Saskatoon Fire Department (File No. CK. 225-4-3)**

The function of the Street Activity Subcommittee (the Subcommittee) is to oversee the Community Support Program (CSP) and provide advice to City Council on issues relating to the CSP and on any community safety matters identified by the program.

The Subcommittee at its meeting held on June 21, 2023 considered a report of the CSP Supervisor and discussed the future of the program with the possibility of the Saskatoon Fire Department taking over management in 2024.

During discussion of the matter, the current membership of the subcommittee was reviewed and a motion to invite the Saskatoon Fire Department to the remaining 2023 meetings was considered.

The Subcommittee resolved:

That the Street Activity Subcommittee draft a letter to the Standing Policy Committee on Planning, Development and Community Services requesting that:

1. A member of the Saskatoon Fire Department be appointed to the Street Activity Subcommittee, starting with the September 20, 2023 meeting; and
2. That while awaiting an update to the Street Activity Subcommittee Terms of Reference, a representative from the Saskatoon Fire Department attend the Street Activity Subcommittee meetings.

The Subcommittee respectfully asks that the request for an additional appointment from the Saskatoon Fire Department be considered by the Standing Policy Committee on Planning, Development and Community Services. I will be in attendance to speak to this matter.

Yours truly,

DeeAnn Mercier
Chair
Street Activity Subcommittee

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Attachments:

1. 2023 Street Activity Subcommittee Membership
2. Street Activity Subcommittee Terms of Reference

cc: General Manager, Community Services Division
Elisabeth Miller, Community Services Division
Fire Chief, Saskatoon Fire Department

Street Activity Subcommittee Membership 2023

Membership on the Subcommittee for the year 2023 is as follows:

- DeeAnn Mercier – Broadway Business Improvement District, Chair
- Jonathon Mercredi – Lived experience or first-voice
- Brent Penner – Downtown Saskatoon Business Improvement District
- Randy Pshebylo – Riversdale Business Improvement District
- Inspector Darren Pringle – Saskatoon Police Service
- Senior Planner Elisabeth Miller – City of Saskatoon, Community Services

STREET ACTIVITY SUBCOMMITTEE – Terms of Reference

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|--------------------|---|
| AUTHORITY | City Council Resolution – March 26, 2012, Council and Committee Procedure Bylaw No. 8198, and Procedures and Committees Bylaw No. 9170. |
| PURPOSE | The function of the Committee shall be to oversee the Community Support Program (CSP) and provide advice to City Council on issues relating to the CSP and on any community safety matters identified by the program. |
| COMPOSITION | <p>Total Membership - 6 Appointed by Council - 4</p> <ul style="list-style-type: none"> • One representative with lived experience or first voice; • One representative from the Downtown Saskatoon Business Improvement District, • One representative from the Riversdale Business Improvement District, • One representative from the Broadway Business Improvement District, • One member of the Saskatoon Police Service – Chief of Police or designate; • One advisor from the from the Community Services Department, City of Saskatoon; |
| MANDATE | <p>(a) To oversee the CSP;</p> <p>(b) To receive reports from the Supervisor of the CSP and discuss issues as they arise in the Program and are brought forward to the Subcommittee;</p> <p>(c) To assist in the coordination and decision making with regards to overall program operation;</p> <p>(d) To provide advice and reports on gaps and issues, as may be appropriate, to the Standing Committee on Planning and Community Services (PDCS) and the City Councillor with the Community Wellbeing and Safety Portfolio, if not a member of PDCS, related to addressing the root causes of crime;</p> <p>(e) To ensure information about the CSP is available on, or linked to, the City of Saskatoon's website, describing the Committee's mandate, membership, qualifications, recent activities, regular meeting schedule and how the public can contact the Committee.</p> |

- REPORTING**
- (a) The Street Activity Subcommittee reports to City Council through the Standing Policy Committee on Planning/ Development and Community Services (PDCS).
 - (b) The Street Activity Subcommittee will provide reports on gaps or issues arising out of the Program, as may be appropriate, to PDCS and to the City Councillor charged with the City of Saskatoon's Community Safety and Wellness portfolio.
 - (c) The Street Activity Subcommittee will submit an annual report on its activities to the Standing Committee on Planning, Development & Community Services. The report shall be submitted no later than March 31.
 - (d) The CSP supervisor will submit monthly statistical reports to committee members and quarterly reports will be prepared for presentation at the quarterly meetings of the Committee.
 - (e) The Street Activity Subcommittee will submit a detailed budget request to the Standing Policy Committee on Planning, Development and Community Services as required.
 - (f) The organization managing the Program will submit regular budget reports to the City of Saskatoon representative on the Committee.

QUORUM Quorum is the majority of the members.

TERM Members are appointed by the organizations they represent. It is expected that meetings will be attended to allow for appropriate oversight of the Program.

MEETINGS Quarterly in March, June, September, and December.
Day.....Third Wednesday of the month.
Time Noon – Regular meeting.
1:00 pm – IN CAMERA meeting if needed