



Active Transportation Advisory Group – Application Package

May 2022



Overview

In 2016, City Council approved the City of Saskatoon Active Transportation Plan (AT Plan). The AT Plan will contribute to increased transportation options by improving the accessibility, comfort, convenience and safety of active transportation¹ in Saskatoon. The AT Plan establishes a vision, goals, targets and corresponding directions and actions for improving walking and cycling policies, standards, infrastructure and programs over the next 30 to 40 years.

A key action item in the AT Plan is to form an Active Transportation Advisory Group (ATAG) and to consult with the ATAG on the implementation of the AT Plan.

Mandate/Responsibilities

The mandate of the ATAG is to provide advice and feedback to the Transportation Department on the following:

- proposed active transportation policies, standards, support programs, education and awareness initiatives, and infrastructure projects,
- active transportation matters that arise which are not identified within the AT Plan, and
- the perspectives of Active Transportation users, residents, partners and stakeholders in Saskatoon, including feedback related to their respective organization where applicable.

Composition

The ATAG is comprised of appointed representatives of multiple perspectives and user groups:

Organizational Representatives

- Public Health/Physical Activity Promotion - Saskatchewan Health Authority (SHA)
- Road Safety - Saskatchewan Government Insurance (SGI)
- Meewasin Valley Authority
- Tourism Saskatoon

Community Representatives

- Commuter/Recreational Walking
- Commuter/Recreational Cycling
- Public Transit users
- People of all ages (including at least 1 senior and 1 youth)
- People of all abilities (including at least 1 person experiencing disability or a person who is a caregiver or advocate for people experiencing disability)
- Business community
- Post-secondary institutions
- Elementary or High School
- 2 additional residents

¹ **Active Transportation Definition** | Any form of human-powered transportation such as walking, cycling, skateboarding, cross-country skiing and using mobility aids. The main emphasis is for travel for a specific purpose or to a specific destination. However, this definition does not exclude travel for purely recreational purposes.

City of Saskatoon Representatives:

- 1 City Councillor
- Active Transportation Program Manager
- Public Engagement Consultant
- Other representatives of the City's Administration, as needed

Preferred Qualifications & Requirements

- ATAG representatives should reflect the diversity of our community and active transportation users within Saskatoon. Please let us know about your unique experiences and interests related to active transportation in Saskatoon. This could include: Indigenous residents, residents who cycle or walk, people of all ages and abilities, residents with newcomer experiences, members of racialized communities, the 2SLGBTQQIA+ community, and other underrepresented groups.
- Members should have the ability to commit time to attend meetings and participate in activities of the ATAG. (Approximate time commitment is 5 x two-hour meetings/year plus preparation and follow up activities). Remuneration of \$100/meeting will be provided for members not attending as part of their job.
- Members should have the ability to work collaboratively and communicate well with others.

Appointment

Selection of Community Representatives will be conducted through an open call to the community. Organizational representatives will be appointed directly by invited organizations and associations and do not need to complete the application form.

The group's code of conduct and review processes will be determined by the ATAG and incorporated into the terms of reference.

Meetings

Meetings will be held five times a year and will be approximately two hours long. Some preparation work in advance of each meeting will be required to ensure members have reviewed the relevant materials and are able to contribute to the meeting. Members are also expected to review meeting minutes and follow up on items discussed at meetings as necessary.

The first ATAG meeting is scheduled to be held on Thursday, June 23, 2022. A hybrid meeting option will be available for participants to meet in person or virtually.

How to Apply or Refer

Agency representatives will be appointed by the organization that they are representing.

If you are interested in applying to become a resident representative on this Group, please submit the following form by Sunday, May 29, 2022 at midnight: [Online Application Form](#). The application will require:

- Your contact information;
- Why you are interested in being part of the Advisory Group;
- The skills, experiences, and unique perspectives you would bring to the group.

If you have questions about the application process or would prefer a printed application package and form, please contact Amanda Lindgren at atag@saskatoon.ca or 306-986-0825.

Remuneration

The City of Saskatoon is seeking to develop a consistent policy on remuneration for Advisory Group members to ensure members are compensated appropriately for their time, effort and expertise. Until such time as this policy is implemented, ATAG members who attend in a volunteer capacity and are not participating as part of their paid work will receive remuneration of \$100 per meeting.

Services for Members

Members may be reimbursed for childcare expenses, parking, or bus ticket expenses for scheduled ATAG meetings. Hearing and visual assistance services are also available by request.

Selection Process

All applications will be evaluated by a review team according to the member qualifications listed above. The review team will consider the individual qualifications of the candidates and the range of expertise and diversity of experience in the composition of the ATAG overall. Those selected will be contacted by the City of Saskatoon.

Questions or Help Needed

If you have questions about the ATAG or the appointment process, please contact Amanda Lindgren at 306-986-0825 or atag@saskatoon.ca.