

## APPOINTMENTS TO CIVIC BOARDS, COMMISSIONS AND COMMITTEES

Each year, the City of Saskatoon invites its residents to consider serving on its various Boards, Commissions and Committees to fill expected vacancies.

NEW for 2019! City Council has revised the Terms of Reference for many of its Advisory Committees and is committed to broadening the composition of volunteers that serve our community. We're seeking applicants to represent Saskatoon's Youth, Seniors, First Nations, Métis, Visible Minorities or Newcomers, and LGBTQ2S communities as well as people with a disability or caregiver of someone who has a disability.

Citizens who wish to take an active role on one of the Civic Boards, Commissions or Committees must submit an application form, together with a résumé and two letters of reference. The Committee Application Form and Reference Form are located on-line at [saskatoon.ca/boards](http://saskatoon.ca/boards). The Citizens' Information Booklet is available online at [saskatoon.ca/boards](http://saskatoon.ca/boards); the City Clerk's Office, City Hall; the Information Desk located in the lobby of City Hall; at all leisure centres and public libraries. All applications are kept on file for consideration in the event vacancies occur throughout the year.

Information on each Board, Commission and Committee is summarized below. Detailed information is available at each of the above-noted locations.

ADVISORY COMMITTEES			
Provide advice to City Council on policy matters and education and awareness programs on matters related to mandates.			
BODY	TERM	MEETINGS	PURPOSE SUMMARY
<b>Diversity, Equity and Inclusion Advisory Committee</b>	2 years	Monthly - second Thursday from 12:00p.m. until 2:00p.m. during each of January, February, April, May, September and November.	- Provides advice to City Council on policy matters relating to: diversity and inclusion of all citizens within the community; emerging equity or diversity issues or trends arising in the community; initiatives to combat racism, acts of prejudice or hate in the community; initiatives to promote acceptance of all citizens of Saskatoon; consideration of the Calls to Action of the Truth and Reconciliation Commission in formulating City policies and initiatives; diversity in naming streets and City infrastructure; explore barriers faced in accessing city services, information, programs and facilities; explore barriers to participation in public life and achievement of social, cultural and economic wellbeing of residents; proposed City of Saskatoon policies, initiatives, and civic programs. - Provides advice and recommendations on the development and contents of a new Diversity, Equity & Inclusion Policy. - Monitor success of the Committee and to advise City Council on ways for the City of Saskatoon to increase success in working with community organizations, business and labour, all orders of government, and other stakeholders to create an inclusive and diverse community where everyone is welcomed and valued. - Provide education and awareness programs on diversity, equity and inclusion of all citizens in the City.
<b>Municipal Heritage Advisory Committee</b>	2 years	Monthly - first Wednesday from 11:30 a.m. to 1:30 p.m. No meetings July, August and December.	- Provide advice to City Council relating to: any matter arising out <i>The Heritage Property Act</i> or the regulations thereunder and on the Civic Heritage Policy; changes to the criteria for evaluation of properties of architectural or historical value or interest with respect to heritage designation; revisions to the list of buildings, sites or structures and areas worthy of conservation as set out in the Holding Bylaw or under the heritage database; buildings, properties and artifacts to be designated or placed on the Historic Places register; policies related to conserving heritage buildings, sites or structures and areas; proposed or recommended changes to municipal legislation to conserve heritage buildings, sites or structures and areas; ways to increase public awareness of heritage conservation issues and provide education; any other matters relating to buildings, sites of structures and areas of architectural or historical significance. - Provide advice to the City's Administration with respect to approval of alterations to designated heritage property. - Prepare and update a brochure and/or information on the City's website describing the Committee's mandate, etc.
<b>Public Art Advisory Committee</b>	2 years	Monthly - second Friday from 2:30 p.m. until 4:30 p.m. No meetings July, August and December.	- To adjudicate and approve works of art and placement of public art on behalf of City Council and Administration with the exception of the Remai Modern Art Gallery of Saskatchewan. - 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. - Provide advice to the Administration concerning the de-accessioning of artworks. - Educate artists and community groups regarding the City's Public Art Program. - Review locations for memorials or commemorations. - Consider the Calls to Action of the Truth and Reconciliation Commission in adjudicating, approving and placing works of public art, commemorations, or memorials on behalf of City Council.
<b>Saskatoon Accessibility Advisory Committee</b>	2 years	Monthly - second Friday from 12:00 p.m. until 2:00 p.m. No meetings July, August and December.	- Provide advice to City Council with respect to ensuring that City of Saskatoon services, information, facilities and infrastructure are accessible for citizens of all abilities. - Provide advice to City Council on policies and programs for improving accessibility to City services, information, facilities, infrastructure, and employment opportunities. - Develop sensitivity and accessibility awareness educational material. - Monitor implementation and administration of the Action Plan on Accessibility. - Review, evaluate and participate in an update of the Action Plan on Accessibility and advise City Council of progress in achieving the goals for improving accessibility to City services, information, facilities, infrastructure and employee awareness as recommended in the Action Plan. - Act as a resource to City Administration.
<b>Saskatoon Environmental Advisory Committee</b>	2 years	Monthly - second Thursday from 11:30 a.m. to 1:30 p.m. No meetings July, August and December.	- Provide advice to City Council on policy matters relating to the following: environmental implications identified in City undertakings, initiatives and other projects; waste reduction and diversion initiatives including food reclamation; pollution prevention; water conservation measures; climate change mitigation and reduction of greenhouse gas emissions; wildlife or habitat conservation; ecological systems and greenspaces; support of alternative modes of transportation. - Monitor success of the Committee and to advise City Council on ways for the City of Saskatoon to increase success in working with community organizations, business and labour, all orders of government, and other stakeholders to promote environmental sustainability and good environmental practices within the City of Saskatoon. - Provide education and awareness programs on all matters within its mandate.

APPEALS BOARDS			
Independent quasi-judicial boards that hear appeals as set out in governing acts and applicable bylaws.			
BODY	TERM	MEETINGS	PURPOSE SUMMARY
<b>Board of Revision</b> (The appointees who form the Board of Revision shall also serve on the Saskatoon License Appeals Board. See below.)	1 year	As required. Normally all-day sessions. Total commitment per year, including hearings, deliberating and writing decisions can vary from 8 to 50 days, depending on reassessment cycle and number of appeals received.	To deal with appeals arising from assessment procedures in accordance with Section 197 of <i>The Cities Act</i> .
<b>Saskatoon License Appeals Board</b>	1 year	As required, dependent upon number of appeals received.	To deal with appeals relating to licenses issued under <i>The Business License Bylaw, 2002, The License Bylaw, The Adult Services Licensing Bylaw, 2012, The Taxi Bylaw, 2014; and The Cannabis Business License Bylaw, 2006.</i>
<b>City Mortgage Appeals Board</b> (The appointees who form the City Mortgage Appeals Board shall also serve on the Access Transit Appeals Board. See below.)	2 years	As required, dependent upon number of appeals received.	To adjudicate all requests for forgiveness of City mortgages that may arise out of the City's lot allocation policy.
<b>Access Transit Appeals Board</b>	2 years	As required, dependent upon number of appeals received.	To hear appeals filed by those who are denied Access Transit Service.
<b>Development Appeals Board</b>	2 years	As required - Tuesday at 4:00 p.m. (twice monthly on average, depending on number of appeals received.)	To hear appeals under various sections of <i>The Planning and Development Act, 2007</i> , relating to issues such as minor variances and misapplication of the Zoning Bylaw in issuing development permits.
<b>Property Maintenance Appeals Board</b> (The appointees who form the Property Maintenance Appeals Board shall also serve on the Fire Appeals Board, Environmental Management Appeals Board and the Private Swimming Pools Appeals Board. See below.)	2 years	As required - first and third Wednesday of each month at 3:30 p.m.	To review and determine the appeals of any person aggrieved by an order made by a municipal inspector.
<b>Fire Appeals Board</b>	2 years	As required, dependent upon number of appeals received.	To hear and determine appeals filed against an order made by a municipal inspector under <i>The Fire and Protective Services Bylaw</i> .
<b>Private Swimming Pools Appeals Board</b>	2 years	As required, dependent upon number of appeals received.	To deal with appeals filed under the <i>Swimming Pools Bylaw</i> .
<b>Environmental Management Appeals Board</b>	2 years	As required, dependent upon number of appeals received.	To hear and determine appeals filed against an order made by a municipal inspector.
<b>Meewasin Valley Authority Appeals Board</b>	3 years	As required.	To review appeals on development applications that the Meewasin Valley Authority has turned down to ensure that the Authority has dealt with the application fairly.

**STATUTORY BOARDS AND CONTROLLED CORPORATIONS**  
Supervise and oversee the operation and maintenance of facilities and programming as set out in the various mandates.  
Note: Upon applying to this Board, your application/resume/reference letters may be shared with current Board members as part of the review process.

BODY	TERM	MEETINGS	PURPOSE SUMMARY
<b>Board of Police Commissioners</b> (See separate ad for more detail.)	1 year	Monthly - third Thursday at 4:00 p.m.	To provide policing service to maintain a reasonable standard of law enforcement and to provide adequate and reasonable facilities.
<b>Centennial Auditorium and Convention Centre Corporation Board of Directors (TCU Place)</b> (See separate ad for more detail.)	2 years	Monthly - last Thursday at 12:00 p.m. Annual general membership meeting in spring.	To direct the operations of TCU Place in a manner that ensures proper maintenance of the facility, provides premiere services for the performing arts, and provides a full range of services for meetings and conventions in the city of Saskatoon.
<b>Saskatoon Public Library Board</b> (See separate ad for more detail.)	2 years	Six meetings per year on third Wednesday of the month at 4:00 p.m.	To provide a governance role for the municipal library system and to ensure that library programming, services and facilities meet the needs of the City of Saskatoon.
<b>The Remai Modern Art Gallery of Saskatchewan Board of Trustees</b> (See separate ad for more detail.)	2 years	Monthly - third Tuesday at 5:00 p.m.	To provide for the establishment and maintenance in the City of Saskatoon of art galleries and related functions and to encourage the development and appreciation of fine arts. Trustees will be appointed to both gallery boards during the transition period.
<b>SaskTel Centre Board of Directors</b> (See separate ad for more detail.)	2 years	Monthly - first Wednesday at 4:00 p.m.	To promote, operate, manage, maintain, and improve the SaskTel Centre.

## OTHER BOARDS, COMMISSIONS AND COMMITTEES

BODY	TERM	MEETINGS	PURPOSE SUMMARY
<b>Albert Community Centre Management Committee</b>	1 year	Monthly - third Friday at 12:00 p.m.	To supervise the operation of the Albert Community Centre.
<b>Marr Residence Management Board</b>	2 years	Monthly - second Tuesday at 5:00 p.m. A commitment is also required for summer programming, board subcommittees and Marr special events.	To manage all aspects of the Marr Residence property.
<b>Corman Park-Saskatoon District Planning Commission</b> Note: This Commission will be replaced when the Saskatoon North Partnership for Growth (P4C) Planning District is established.	3 years (TBD)	Monthly - first Wednesday at 11:45 a.m.	To make recommendations on land use planning in the Planning District, which is an area of the Rural Municipality of Corman Park that surrounds Saskatoon.
<b>Municipal Planning Commission</b> Note: Realtors and developers are not eligible for appointment.	2 years	Monthly - last Tuesday at 12:00 p.m.	To advise/assist City Council with respect to all matters pertaining to community planning and the development of the municipality.
<b>Municipal Review Commission</b>	4 years	At the call of the Chair.	To periodically review the conduct of all matters relating to municipal elections including the disclosure requirements respecting campaign contributions and expenses and campaign spending limits for municipal elections; the Code of Conduct for members of Council; and the remuneration and benefits and any reimbursement or allowances for expenses to be paid to members of Council.

Please note the following:

- All appointments are served on a volunteer basis, except the Municipal Review Commission, Board of Revision, the Development Appeals Board, the License Appeals Board, the Private Swimming Pools Appeals Board, the Environmental Management Appeals Board, and the Property Maintenance Appeals Board, whose members receive a remuneration for each meeting attended.
- All Boards, Commissions and Committees listed may not currently have vacancies; however, citizens are encouraged to apply as openings may become available throughout the year.
- Existing members of Committees are eligible for reappointment to a maximum of six consecutive years of service; however, reappointment is not automatic.
- City Council has resolved that appointments to Boards, Commissions and Committees be truly representative of the population of women and men of the city of Saskatoon and therefore, wishes to achieve gender equity for all Boards, Commissions and Committees. Council has also adopted a Cultural Diversity and Race Relations Policy.
- The information provided on the number of meetings held relates only to meetings of the Board, Commission or Committee. Many of these bodies appoint subcommittees, and the demands on the member's time may exceed that shown. The time commitment for an average meeting is one to two hours. Many of the Committees do not meet during the summer months.

Contact the City Clerk's Office at 306-975-3240 for more information.

**DEADLINE FOR APPLICATIONS IS 5:00 P.M. ON FRIDAY, OCTOBER 5, 2018.**

**Applications will be accepted online at [saskatoon.ca/boards](http://saskatoon.ca/boards), using the Committee Application Form.**