



# City of Saskatoon

Office of the City Clerk

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May 22, 2014

His Worship Mayor D. Atchison  
Councillor C. Clark  
Councillor T. Davies  
Councillor R. Donauer  
Councillor D. Hill  
Councillor A. Iwanchuk  
Councillor Z. Jeffries  
Councillor M. Loewen  
Councillor P. Lorje  
Councillor E. Olauson  
Councillor T. Paulsen

Dear Committee Members:

**NOTICE OF MEETING  
EXECUTIVE COMMITTEE**

Please take note of the following meeting of the above-noted Committee:

**DATE: MONDAY, MAY 26, 2014**

**TIME: 1:00 P.M.**

**PLACE: COMMITTEE ROOM "A"**

A copy of the agenda is attached.

Please notify the City Clerk's Office in advance of the meeting if you are unable to attend.

Yours truly,

Joanne Sproule  
City Clerk

JS:jh

Attachment

cc: City Manager  
City Solicitor (3)  
Director of Government Relations  
Fire Chief  
Director of Media Relations

General Manager, Asset & Financial Management Department  
General Manager, Community Services Department  
General Manager, Corporate Performance Department  
General Manager, Transportation & Utilities Department

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## AGENDA

(OPEN TO THE PUBLIC)

### EXECUTIVE COMMITTEE

MONDAY, MAY 26, 2014, AT 1:00 P.M., COMMITTEE ROOM "A"

#### SECTION A – MINUTES/DELEGATIONS

1. Minutes - of meeting held on May 12, 2014.
2. Presentation - "Think Big" Study  
(File No. CK. 4250-1) \_\_\_\_\_

RECOMMENDATION: that the information be received.

Mr. Frank Hart, CMC-Saskatchewan, will be in attendance at 1:00 p.m. to make a presentation on the "Think Big" study.

3. Impact of Adult Services Licensing Bylaw – Adult Entertainment Venues  
(File No. CK. 4350-25) \_\_\_\_\_

RECOMMENDATION: that the information be received.

The Board of Police Commissioners has considered the attached report of the Chief of Police dated May 1, 2014, regarding the above matter and requested that the report be presented to Executive Committee, for its information.

Clive Weighill, Chief of Police, will be available to make a presentation.

#### SECTION B – DECISION ITEMS

1. City of Saskatoon Website Redesign Update – Phase II  
(File No. CK. 261-20) \_\_\_\_\_

RECOMMENDATION: that the report be forwarded to City Council for information.

Attached is a report of the General Manager, Corporate Performance Department dated May 20, 2014, providing a progress update on the Website Redesign Project; specifically, the discovery, planning, and creative design components.

A presentation will be provided.

**SECTION C – INFORMATION ITEMS**

1. Emergency Measure Organization  
NotifyNOW City-Wide Test - Debrief  
(File No. CK. 270-1)

**RECOMMENDATION:** that the information be received.

Attached is a report of the Fire Chief dated May 15, 2014, summarizing results of the first annual NotifyNOW city-wide test conducted on May 7, 2014.

"PUBLIC AGENDA"

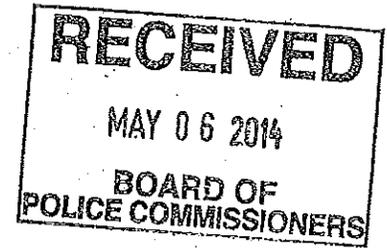
**TO:** His Worship Don Atchison, Chairperson  
Board of Police Commissioners

**FROM:** Clive Weighill, Chief of Police  
Saskatoon Police Service

**DATE:** 2014 May 01

**SUBJECT:** Impact of Adult Services Licensing Bylaw – Adult Entertainment Venues

**FILE #:** 8005



**ISSUE:**

The impact of the Adult Service Bylaw 9011 since its inception in 2012 from the perspective of Saskatoon Police Service:

**RECOMMENDATION:**

The Adult Service Bylaw has given Saskatoon Police Service (SPS) members a tool to connect to escorts, agencies, workers, and performers to a greater degree. It not only has opened up the doors of communication with these individuals, but has developed a good positive working relationship with most. Our main concern for the performers is that they are doing it voluntarily, that they are not being exploited and that they are of age.

**BACKGROUND:**

**July 2012**

The Adult Service Bylaw 9011 came into effect. SPS Vice Unit members began investigating and educating individuals about the new Bylaw.

The Vice Unit conducted investigations into 2 massage parlors that were not licensed under the Adult Service Bylaw 9011. The investigations resulted in 4 Summary Offence Tickets being issued under the Adult Services Bylaw 9011. Both businesses were shut down as a result of the investigations.

**2012 Adult Services Licensing Summary**

License Type	New Licenses	Renewed Licenses	Closed Licenses	Tickets Issued
Adult Service Agency	3	0	0	0
Independent Adult Service Agency	5	0	1	4

Adult Service Performer	6	0	0	0
Adult Service Worker	2	0	0	0
Total	16	0	1	0

## 2013

In 2013 the Vice Unit continued to educate the public about the bylaw. The Vice Unit also conducted compliance checks for the Adult Services Bylaw 9011 of local Adult Service Agencies, and Agencies that conduct business in Saskatoon which are based out of town.

Two separate investigations were conducted into 2 massage parlors not complying with Adult Service Bylaw 9011. At the first location 3 Summary Offence Tickets were issued under Adult Service Bylaw 9011. At the 2<sup>nd</sup> location 3 more Adult Service Bylaw 9011 tickets were issued after a search warrant was conducted at this massage parlor. Each location was issued a ticket for Operating an Adult Service Agency without a license and each location had 2 performers operating without a license. Both massage parlors were shut down as a result of the investigations.

The Vice Unit also conducted an investigation into a local Escort Agency. From this investigation officers identified a 17 year old female victim working as a escort. The Escort Agency owner was charged with procuring and living on the avails of prostitution of a person under the age of 18 years of age. This file is still before the courts. Without the Adult Service Bylaw 9011 in place police most likely would not of been able to identify the underage victim.

### 2013 Adult Services Licensing Summary

License Type	New Licenses	Renewed Licenses	Closed Licenses	Tickets Issued
Adult Service Agency	2	1	1	6
Independent Adult Service Agency	7	2	1	22
Adult Service Performer (local/transient)	57	4	9	30
Adult Service Worker	10	1	1	3
Total	76	8	12	61

## 2014

In 2014 one Adult Service Performer working for a local Agency was issued a Summary Offence Ticket for having an expired Adult Service Licence under the Adult Service Bylaw 9011.

The Vice Unit continues to conducted compliance checks for the Adult Services Bylaw 9011 of local Adult Service Agencies, and Agencies that conduct business in Saskatoon which are based out of town.

**2014 Adult Services Licensing Summary (as of April 15, 2014)**

License Type	New Licenses	Renewed Licenses	Closed Licenses	Tickets Issued
Adult Service Agency	0	1	1	
Independent Adult Service Agency	5	2	2	11
Adult Service Performer (local/transient)	20	4	17	16
Adult Service Worker	2	1	5	1
Total	27	8	25	28

Note\*\* An Independent Adult Service Agency is defined as a agency in which the owner is also the performer. An Adult Services Agency is a Agency in which the owner also has one or more performers.

Vice Unit utilize the Adult Service Bylaw 9011 as a tool to keep track of escorts in the city and issue necessary tickets. This Bylaw also assist with monitoring the agencies which performers work for, this has enabled SPS to monitor who is coming into the city. Adult Service workers in the adult services industry have expressed they feel more secure coming to Police with issues that arise in their industry. They have expressed that they feel a greater sense of trust dealing with Police.

**DISCUSSION:**

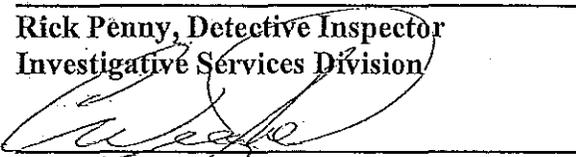
In consultation with Jo-Anne Richter, CY - Planning and Development, it is noted to date the City have had no applications for adult services venues. Until a few applications for venues have taken place, it is hard to perceive if a task force is needed at this time. The City Administration will continue to monitor this.

**CONCLUSION:**

To be received as information.

Written by: **Vince Ashmeade, Detective Sergeant  
Targeted Enforcement Section**

Approved by: **Rick Penny, Detective Inspector  
Investigative Services Division**

Submitted by:   
**Clive Weighill  
Chief of Police**

Dated:                     MAR 7 5 14

**TO:** City Clerk, Executive Committee  
**FROM:** General Manager, Corporate Performance Department  
**SUBJECT:** City of Saskatoon Website Redesign Project Update – Phase II  
**FILE NO.:** CP.365-4

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**RECOMMENDATION:** that a copy of this report be forwarded to City Council for information.

### **TOPIC AND PURPOSE**

This report provides a progress update on the Website Redesign Project; specifically, the discovery, planning, and creative design components.

### **REPORT HIGHLIGHTS**

- 1) Public participation is key to the successful redesign of saskatoon.ca, and the project timeline has been established to ensure as much input and testing as possible.
- 2) zu conducted interviews with internal stakeholder groups at the City of Saskatoon to understand the current use of the web channel.
- 3) As the projects moves into the Connect and Involve stages, the temporary project engagement site (new.saskatoon.ca) will be an integral part of the engagement toolkit.
- 4) zu has recommended that the most effective approach to content development would be for them to contract a content manager.

### **STRATEGIC GOAL**

This report supports the Strategic Goal of Continuous Improvement, with a focus on providing reliable and responsive information to the citizens of Saskatoon. The Website Redesign Project is one of the 4-Year Priority items in the Strategic Plan.

### **BACKGROUND**

The City of Saskatoon's (City) Website Redesign Project – Phase II report was presented to City Council at its meeting on June 24, 2013. The report provided an overview of project progress, outlined the two-step process being used to secure a qualified consultant, and provided a copy of the draft Request for Qualifications (RFQ) and evaluation criteria that was being used to short-list up to five consultants.

The Steering Committee evaluated the submissions using the criteria established in the RFP document. A recommendation report was submitted to City Council at its December 2, 2013 meeting, supporting the proposal submitted by Saskatoon digital media company, zu.

zu recommended developing the new website using a responsive design process. Responsive web design is a design approach aimed at crafting sites to provide an optimal viewing experience, easy reading and navigation with a minimum of resizing, panning, and scrolling—across a wide range of devices (from mobile phones to desktop computer monitors).

The key milestones and tentative project schedule that zu proposed included:

- Project start: First week of January 2014
- Discovery Planning and Creative Design – January to November 2014
  - Development of an online site for public engagement and testing – April to October 2014
  - Content Migration and Development – April to October 2014
  - Launch Activities – October and November 2014
- Development of a digital program and strategy that would support continuous improvement of the website – May to November 2014

The report was approved by City Council and work started with zu at the beginning of January 2014.

## **REPORT**

The following information below is the progress to date, as well as the remaining items on the project schedule.

### Discovery, Planning and Creative Design

The stages for this phase of the project have been summarized as follows:

- Gather (February to April): zu has gathered key project input and context from internal engagement opportunities, including approximately 15 internal discovery sessions to understand the current use of the web channel. Participants were Division Directors, civic staff, and members of City Council.

An Executive Summary of the discovery sessions is included as Attachment 1.

zu also hosted discovery sessions with business representatives and Information Technology staff to review forms and applications on the City's existing website (eServices).

zu is currently working on an eServices summary report and recommendations regarding implementing eServices in the new website. This report will be presented to the Steering Committee in June and will be part of a future City Council Report.

- Connect (May and June): zu will connect with the City's audiences with a focus on building project awareness and recruiting for public input and developmental testing. This will include a variety of promotional activities such as:
  - paid online display and video advertising campaign to raise awareness of the project and drive traffic to new.saskatoon.ca;
  - utilize the City's existing social channels to establish project hashtag #newsaskatoon, and
  - media releases and associated media scrums.

The Project Steering Committee has been recruiting residents who are interested in providing input and developmental testing. Over 100 people have signed up, which is expected to increase in response to promotional activities.

As the project moves into the development stage, the temporary project engagement site (new.saskatoon.ca) will be an integral part of the engagement toolkit. This temporary City website will be an instrumental focal point for communications, engagement, and testing, leading up to the new website being launched.

The purpose of new.saskatoon.ca is to:

- provide a unified destination for all communications and marketing activity;
- leverage a simple and memorable URL for a call to action for online and offline communications;
- act as a hub and connecting point to online engagement opportunities available on other third party applications (e.g. shapingsaskatoon.ca);
- provide an opportunity to place tracking code for subsequent ads;
- provide a focal point of measurement for project traffic; and
- show the new site build in progress.

The plan is to launch the project engagement site at the end of May or early June.

- Involve (June to October): zu will inform audiences about the project progress and involve them in decisions related to website development and design. This engagement will include the following activities:
  - blog posts, weekly polls, open discussions;
  - facilitated sessions with special interest groups;
  - stakeholder engagement;
  - usability testing;
  - paid online advertising;
  - social media posts; and
  - media releases and associated media scrums.
- Reflect (November and December): zu will reflect on the progress made to date, including key decisions and milestones as we prepare to launch the City's new website. This reflection will include:
  - solidifying support among our participants to be ambassadors for the project as the project proceeds into public launch activities;

- creating shareable media assets for the City and the audience of participants to tell the story of the project; and
- communicating with new audiences that have joined the discussion as a result of the heightened levels of awareness due to the launch timing.

Some of the launch activities included in this phase of the project will include:

- paid online advertising;
- social media posts; and
- media releases and associated media scrums.

### Content Migration and Development

In their project submission, zu identified that one of the challenges would be to determine what material can be re-used, developed or re-purposed from the existing website.

Now that zu has been working on the project, the City's options for generating new content for the website have been discussed. zu recommended that the most effective approach would be for them to contract a content manager. As a result, the content manager has been working on the project since mid-April.

The benefits of having an experienced content manager include having someone who:

- understands how web content needs to be written and how the web design process works;
- brings experience of writing in a more customer-focused approach using consistent plain language; and
- can develop and maintain a consistent voice and tone throughout all web properties.

The Project Steering Committee has also formed an Internal Project Team to work with the content manager. The Team has a representative from all Divisions, and these individuals will work with the "subject matter experts" in their Division to review and approve content for the new website. The Internal Project Team will meet once per month as a group and the content manager will meet directly with team members as content is being developed with information from their division.

### **OPTIONS TO THE RECOMMENDATION**

There are no options presented in this report.

### **POLICY IMPLICATIONS**

There are no policy implications related to this report.

### **FINANCIAL IMPLICATIONS**

The approved budget for the entire capital project is \$1.35 million over three years.

The proposed budget estimate in the zu submission was \$822,261:

Base	\$744,510
Planning and Discovery Contingency	\$25,140
Development Contingency	\$52,611
	<b>\$822,261</b>

The balance is allocated internally to project management, communications, content migration, IT support, and equipment.

The RFP required a process and separate pricing for establishing microsites. zu's proposal included information on both the process and the potential costs. Saskatoon Transit had submitted a 2014 Capital Budget request for the creation of a Transit microsite. The cost estimate in the zu proposal is not covered under this website redesign capital project.

The 2014 Transit capital request was approved, and zu is now working on the Saskatoon Transit microsite in conjunction with development of the City's new website.

### **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

A Project Steering Committee has been established to guide and oversee the project. The Committee consists of two members of the general public and eight civic employees.

When developing the RFP, the Project Steering Committee used input from the local software development community and the Phase I report.

There are many opportunities planned for input and communication with City Council, civic staff, stakeholders/special interest groups, and the general public.

As outlined above in the report, the online engagement site for this project will also demonstrate progress and provide opportunities for ongoing feedback as the project moves towards a final public launch.

### **COMMUNICATION PLAN**

To date, a number of project update videos have been produced and shared with civic staff, City Council, and made available to the general public through the City's YouTube channel.

The communication plan has also been included under the Discovery, Planning and Creative Design section.

### **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Submission of a digital program and strategy report that would support continuous improvement of the website will be part of a future City Council report.

zu's submission outlines the following high-level project schedule, which is subject to change:

- Gather - February to April
  - an eServices summary and recommendations will be part of a future City Council report
- Connect - May and June
- Involve - June to October
- Reflect - November and December
- Launch Activities - November and December

### **ENVIRONMENTAL IMPLICATIONS**

A highly effective website can improve how services are offered at City Hall. Ideally, the redesigned website could improve the City's service offerings to the public which would reduce the need to travel to City Hall to conduct business. While this may not be desirable for all citizens, a broader series of services which are efficient and easy to use would likely have a positive net impact on the environment.

### **PRIVACY IMPLICATIONS**

Any privacy implications that may arise in the development of the website will be reviewed by the City Clerk's Office.

### **SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)**

There are no CPTED implications.

### **PUBLIC NOTICE**

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

### **ATTACHMENT**

1. Executive Summary of Internal Discovery Sessions.

Written by: Rob Gilhuly, Website Project Manager, Communications

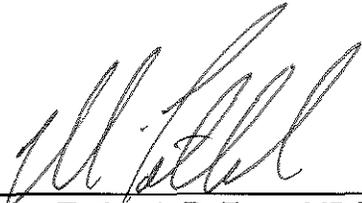
Reviewed by: Carla Blumers, Director of Communications

Approved by: Kim Matheson for

Catherine Gryba, General Manager  
Corporate Performance Department

Dated: May 20, 2014

Approved by:

  
\_\_\_\_\_  
Murray Totland, P. Eng., MBA  
City Manager  
Dated: May 20/14

copy: His Worship the Mayor

Website Redesign Project Update\_Exec.

## Executive Summary

zu conducted interviews with internal stakeholder groups at the City of Saskatoon to understand the current use of the web channel. During the course of our interviews, we met with Division Directors, Marketing and Communications staff, and members of City Council.

Our questions and discussion focused on the following topics:

- > Key external audiences and the services those audiences receive from the City
- > How divisions measure their performance
- > Past feedback from citizens and businesses detailing their experiences doing business with the City online
- > Potential opportunities for service improvement through the use of web technology
- > The City's level of organizational readiness for greater use of web technology to provide service to citizens

The five top issues we discovered are that:

- > The saskatoon.ca website is often overlooked and avoided by residents who find it difficult to use.
- > The City is spending considerable time and effort on reactive communication about its plans and the status of service delivery, often in the form of individual email responses to inquiries that would be better managed through proactive communication on public digital channels.
- > All of the necessary ingredients for a successful digital program – ranging from technology platforms to practices relating to openness and transparency – are not currently in place or being effectively utilized.
- > The City lacks a process for measuring how online services are provided to residents and for assigning responsibility for the website, as the City currently lacks a dedicated staff role responsible for providing strategic leadership for the digital channel.
- > The current approach to developing new online services tends to be fragmented, does not consistently leverage shared technology platforms, and does not adhere to common interaction standards, resulting in a disjointed user experience for residents.

Our summarized recommendations are as follows:

- > We recommend that the City adopt a coordinated approach across divisions for providing digital services to citizens.
- > We recommend that the City communicate sooner, and more frequently, about initiatives and service changes that affect residents. This information must be provided in a way that citizens find individually relevant to them, and according to channel preferences for consuming the information.
- > We recommend that key measures and performance data be gathered on all citizen-facing touchpoints to inform decisions for ongoing service improvement.

- > We recommend that the City take steps to ensure the human aspect of implementing the digital program is adequately supported through training, resources, and appropriate alignment with corporate strategy.
- > We recommend that the City ensure the needs and priorities of residents are clearly reflected in its strategic and daily decisions about how to operate the digital platform.

TO: Secretary, Executive Committee  
FROM: Fire Chief, Saskatoon Fire Department  
DATE: May 15, 2014  
SUBJECT: Emergency Measures Organization  
NotifyNOW City-wide Test - Debrief  
FILE NO: CK. 270-1

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**RECOMMENDATION:** that the information be received.

**TOPIC AND PURPOSE**

The purpose of this report is to summarize the results of the first annual NotifyNOW city-wide test conducted on May 7, 2014.

**REPORT HIGHLIGHTS**

- 1. May 7 Test Objectives
- 2. Future Tests
- 3. Test Results
- 4. Lessons Learned.

**STRATEGIC GOAL**

This report supports the Strategic Goal of Quality of Life through the enhancement of public safety by using the first NotifyNOW test results as a starting point for program improvement. These technical and procedural benchmarks will allow the Emergency Measures Organization to enhance the efficiency of the NotifyNOW Program.

**BACKGROUND**

In May of 2013, the Saskatoon Fire Department and Emergency Measures approached the Planning and Operations Committee with a request to purchase the mass notification program called "Everbridge". This emergency targeted mass notification tool would deliver timely information to citizens in times of extenuating events. The value of the tool was recognized and then branded as "NotifyNOW" to enhance the city's ability to not only communicate in emergencies but also to be used as a targeted service alert program. To enhance the database, a test message was sent on May 7, 2014.

**Test Objectives**

The first objective of this test was to introduce residents to the NotifyNOW system and let them hear what a message will sound like. Secondly, the communications strategy that introduced this test, and future tests, encourages people to opt in and sign-up. Finally, by sending the first mass notification, EMO has been able to use the Everbridge program to capture delivery data that will be used to adjust a variety of our system settings.

## Future Tests

To be successful, NotifyNOW will be managed according to best practices in the mass notification field. Regular testing of NotifyNOW will ensure the greatest opportunity to achieve a satisfactory level of public awareness and cooperation. As previously described, NotifyNOW will be tested two times per year, with Emergency Preparedness Week used as the high profile event and the second test will occur in the 4<sup>th</sup> Quarter. There will also be emergency preparedness bulletins issued during the year as safety reminders.

## REPORT

### Test Methods

Because of the size of the test and our lack of experience using a mass notification tool on SaskTel infrastructure, the notification settings for the test were set conservatively to minimize the impact to the infrastructure. First, the call settings for every telephone exchange in the city were set to a maximum of 350 calls per minute. We suspect that some city exchanges may be able to effectively process more than 500 calls per minute. Second, the test was delivered in five separate messages. Map polygons were pre-drawn into the Everbridge interface to divide the city into four geographical quadrants. When activated, these polygons allowed EMO to send the test to the database contacts in those areas. The fifth message was sent to the 24,670 database contacts with no addresses. This test message was sent as a group, not to a map polygon. The first message was sent out at 9:02 a.m., the last message was sent out at 9:07 a.m.

### Test Results

1. EMO has received hundreds of calls and comments from the public after the May 7 test. None of the callers we talked to were angry or concerned about being in the NotifyNOW database. Many of the callers were interested in being given directions on how they could opt in. Only one of those calls could be considered negative due to the fact that he asked to be opted out of the NotifyNOW Program because he did not live in Saskatoon for most of the year. Even though he was opting out now, he was not concerned about the program and mentioned that he may change his mind and opt back in at some point in the future if his circumstances change. In addition, the questions and comments from the media have been very positive.
2. 95% of the entire database, 93,262 contact points, were reached within 2.5 hours of the test start. Evidence from real world emergency notifications in much larger jurisdictions than Saskatoon have proven significantly faster delivery times. Now that EMO has benchmark data, we will collaborate with our support team from Everbridge and SaskTel to begin the process of adjusting the call throttling rules to minimize delivery time.

Applying the current system configuration to a plausible emergency is helpful to put the test numbers in perspective. In the event of an accidental anhydrous ammonia leak where the Saskatoon Fire Department instructs EMO to issue an immediate shelter in place order to 1,600 homes in an affected neighbourhood, NotifyNOW would complete the delivery of that message in about three minutes.

### Lessons Learned

1. EMO received many helpful suggestions from citizens after the test, the most common suggesting that citizens would be more likely to answer their phone if the caller ID used by NotifyNOW was easily recognizable.  
Next Step: EMO will change the call display of the message to something recognizable, such as "NotifyNOW" or "City of Saskatoon". We believe this simple solution will significantly increase the number of 'confirmed' messages in the second test.
2. A small number of people reported to us that they had voicemail problems such as the message parts were not delivered in the intended order, a blank message was delivered, or part of the greeting was truncated. The message for Test 1 consisted of three basic parts - the initial time delay, the pre-recorded message greeting and the pre-recorded notification message.  
Next Step: EMO will adjust the message configuration by keeping the initial time delay the same and removing the message greeting.
3. Given the combination of the vast majority of contact points in the current database are landline telephones, with the chosen test time during a workday, success is most likely when residents are at home.  
Next Step: EMO will set up the second test for late afternoon or early evening to assess the statistical difference, if any, in 'confirmed' notifications between the first test and the second test.

### POLICY IMPLICATIONS

There are no policy implications.

### FINANCIAL IMPLICATIONS

There are no financial implications at this time.

### PUBLIC AND/OR STAKEHOLDER INVOLVEMENT

The public and stakeholder involvement has been outlined in this report.

### COMMUNICATION PLAN

EMO will continue to use the NotifyNOW communication plan previously submitted to Council to educate the public about NotifyNOW. All future tests will follow the same

formula as the May 7 test, although it is unlikely we will have as much media interest as the inaugural test.

**DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Follow up reports will be submitted after future tests and when the NotifyNOW system is applied to actual situations.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental/greenhouse gas implications.

**PRIVACY IMPLICATIONS**

There are no privacy implications at this time.

**PUBLIC NOTICE**

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

Written by: Ray Unrau, Director of Emergency Planning  
Saskatoon Emergency Measures Organization

Approved by: Dan Paulsen  
Dan Paulsen, Fire Chief  
Saskatoon Fire Department  
Dated: May 14/2014

Approved by: Murray Totland  
Murray Totland, City Manager  
Dated: May 16/14

pc: His Worship the Mayor