



**PUBLIC AGENDA  
PUBLIC ART ADVISORY COMMITTEE**

Friday, March 14, 2025, 2:30 p.m. - 4:30 p.m.  
Committee Room E, Ground Floor, City Hall

**Committee Members**

Müveddet Al-Katib, Public  
Kehan Fu, Public  
James Hawn, Public  
Sabrina Kehoe, Public  
Ella Dawn McGeough, Public

**Other Attendees**

Councillor Kathryn MacDonald  
Public Art Consultant Henry Lau

Submissions providing comments and/or requesting to speak will be accepted for public meetings using the online form at [saskatoon.ca/writetocouncil](https://saskatoon.ca/writetocouncil). If your submission includes a request to speak, you will be contacted by a representative from the City Clerk's Office with further information. **Submissions will be accepted no later than 5:00 p.m. on the Monday the week of the meeting.**

**Pages**

**1. CALL TO ORDER**

The Chair will call the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirm roll call.

**2. CONFIRMATION OF AGENDA**

**Recommendation**

That the agenda be confirmed as presented.

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. ADOPTION OF MINUTES**

**Recommendation**

That the minutes of the Public Art Advisory Committee meeting held on

February 14, 2025, be adopted.

**5. UNFINISHED BUSINESS**

**6. VERBAL UPDATES**

**6.1 REPORT OF THE CHAIR**

*This is a standing item on the agenda to provide an opportunity for the Chair to provide a verbal update on his/her activities since the last meeting.*

**Recommendation**

That the information be received.

**6.2 COMMITTEE OR RESOURCE MEMBER UPDATE**

**6.2.1 K. Fu - Project Riversdale Chinatown**

This matter was postponed until later in the meeting as Kehan Fu was absent to speak to the matter.

Due to no quorum present, the matter was deferred to the next meeting.

**Recommendation**

That the information be received.

**6.3 SUBCOMMITTEE UPDATE**

*This is an opportunity for the subcommittees to update the Committee.*

**6.3.1 Public Education Subcommittee**

This subcommittee was established to create materials to educate Saskatoon on the Committee.

**6.3.2 Professional Development Subcommittee**

This subcommittee was established to research professional development opportunities for members.

**6.3.3 Awareness and Events Subcommittee**

This subcommittee was established to assist in the planning of the future educational events and workshops.

**7. REFERRALS FROM COUNCIL OR COMMITTEE**

**8. WORK PLAN CONSIDERATION**

*In accordance with the Committee's Terms of Reference, it shall submit an annual report outlining the previous year's accomplishments and a work plan for the upcoming year.*

*As stated in the Terms of Reference, the Committee shall submit a work plan for the upcoming year to City Council, through the Standing Policy Committee on Planning, Development and Community Services.*

At the February 14, 2025, meeting of the Public Art Advisory Committee this matter was deferred to allow time for members to convene in subcommittees to develop their work plan ideas for discussion at the next meeting. Furthermore, the 2025 work plan was discussed and three categories were selected:

- Public Education for Artists;
- Public Awareness for Community; and
- Education for the Public Art Advisory Committee members.

Members are requested to share their subcommittee ideas for the 2025 Work Plan and finalize for submission.

The mandate of the Committee is attached along with a copy of the 2024 Work Plan as a reference.

**Recommendation**

That the Public Art Advisory Committee draft its Work Plan for 2025, for submission to City Council through the Standing Policy Committee on Planning, Development and Community Services by March 31, 2025.

**8.1 WORK PLAN - UPDATES AND REFERRALS TO STANDING POLICY COMMITTEE**

*This is a standing item on the agenda for the Committee, and/or any subcommittees, to provide updates regarding items on its work plan and any matters being referred to the Standing Policy Committee for consideration.*

**9. BUDGET**

Attached is a current statement of expenditures for the Committee's information.

**Recommendation**

That the information be received.

**10. ADJOURNMENT**



## **PUBLIC MINUTES**

### **PUBLIC ART ADVISORY COMMITTEE**

**Friday, February 14, 2025, 2:30 p.m.  
Committee Room E, Ground Floor, City Hall**

**PRESENT:** Müveddet Al-Katib, Public  
Kehan Fu, Public via teleconference at 2:40 p.m.  
Carmen Gilmore, Public via teleconference  
James Hawn, Public  
Sabrina Kehoe, Public  
Ella Dawn McGeough, Public

**ALSO PRESENT:** Councillor Kathryn MacDonald  
Public Art Consultant Henry Lau  
Committee Assistant Holly Thompson

#### **1. CALL TO ORDER**

The Chair called the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirmed roll call.

#### **2. CONFIRMATION OF AGENDA**

**Moved By:** M. Al-Katib

That the agenda be confirmed as presented.

**CARRIED**

#### **3. DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

#### **4. ADOPTION OF MINUTES**

**Moved By:** S. Kehoe

That the minutes of the Public Art Advisory Committee meeting held on January 17, 2025 be adopted.

**CARRIED**

**5. UNFINISHED BUSINESS**

**6. VERBAL UPDATES**

**6.1 REPORT OF THE CHAIR**

*This is a standing item on the agenda to provide an opportunity for the Chair to provide a verbal update on his/her activities since the last meeting.*

Work Plan Process and Deadline

James Hawn advised the Committee that the Work Plan deadline is March 31, 2025, for submission to the Standing Policy Committee on Planning, Development and Community Services. There are two meetings before the deadline to complete their work plan submission.

**6.2 COMMITTEE OR RESOURCE MEMBER UPDATE**

**6.2.1 K. Fu - Project Riversdale Chinatown**

This matter was postponed until later in the meeting as Kehan Fu was absent to speak to the matter.

Due to no quorum present, the matter was deferred to the next meeting.

**6.2.2 Public Art Consultant H. Lau**

A verbal update was provided by Public Art Consultant Lau on the following:

Bus Rapid Transit Project - SaskTel Building Mural

The Committee was advised that there will be a call for a large mural for the SaskTel building downtown. The building owner will be renovating the building facade with construction occurring in spring and summer. A call to submit will follow. The Public Art Advisory Committee will have the opportunity to adjudicate.

**Moved By:** M. Al-Katib

That the information be received.

**CARRIED**

### **6.3 SUBCOMMITTEE UPDATE**

*This is an opportunity for the subcommittees to update the Committee.*

There was no update provided.

### **7. REFERRALS FROM COUNCIL OR COMMITTEE**

### **8. WORK PLAN CONSIDERATION**

*In accordance with the Committee's Terms of Reference, it shall submit an annual report outlining the previous year's accomplishments and a work plan for the upcoming year.*

*As stated in the Terms of Reference, the Committee shall submit a work plan for the upcoming year to City Council, through the Standing Policy Committee on Planning, Development and Community Services.*

At the January 17, 2025, meeting of the Public Art Advisory Committee this matter was deferred to allow time for new members to familiarize themselves with the mandate and past initiatives.

The 2024 work plan was provided for the Committee's information.

The Chair advised the Committee as to the process the Committee can take for determining the Work Plan items.

Committee Assistant Thompson read the Committee's mandate and responded to members' questions.

The 2025 work plan was discussed, and three categories were selected:

- Public Education for Artists;
- Public Awareness for Community; and
- Education for the Public Art Advisory Committee members.

Carmen Gilmore excused herself from the meeting at 3:34 p.m.

Additional ideas and opportunities were discussed around education, showcasing and awareness of public art. The Committee agreed to convene in subcommittees to develop their ideas for discussion at the next meeting.

**Moved By:** E. McGeough

That the matter be deferred to the March 14, 2025, meeting to allow the Subcommittees time to meet and identify ideas for inclusion in the workplan.

**CARRIED**

### **8.1 WORK PLAN - UPDATES AND REFERRALS TO STANDING POLICY COMMITTEE**

*This is a standing item on the agenda for the Committee, and/or any subcommittees, to provide updates regarding items on its work plan and any matters being referred to the Standing Policy Committee for consideration.*

## **9. Subcommittee Membership**

An Advisory Committee may form subcommittees and working groups within its membership as necessary to address specific issues within its mandate. Subcommittees shall draw upon voting members of the Committee.

The Committee currently has three subcommittees:

- Public Education Subcommittee - established to create materials to educate Saskatoon on the Committee.
- Professional Development Subcommittee - established to research professional development opportunities for members.
- Events Subcommittee - established to assist in the planning of the future educational events and workshops.

The Committee was requested to determine if a subcommittee was required and to appoint members to the Subcommittees for 2025.

The 2025 subcommittee membership was discussed and confirmed as follows:

- Public Education Subcommittee - established to create materials to educate Saskatoon on the Committee.
  - Ella Dawn McGeough and Müveddet Al-Katib
- Professional Development Subcommittee - established to research professional development opportunities for members.

- Sabrina Kehoe and Kehan Fu
- Awareness and Events Subcommittee - established to assist in the planning of the future educational events and workshops.
- Ella Dawn McGeough and Müveddet Al-Katib

**Moved By:** M. Al-Katib

That the 2025 subcommittee memberships be approved as presented.

**CARRIED**

## 10. BUDGET

The current Statement of Expenditures was provided by the Committee's information.

The Committee reviewed the current Statement of Expenditures.

**Moved By:** K. Fu

That the information be received.

**CARRIED**

Kehan Fu excused himself from the meeting.

Item 6.2.1 was scheduled for consideration next; however, quorum was no longer present. As a result, the meeting adjourned.

## 11. ADJOURNMENT

The meeting adjourned at 3:57 p.m.

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J. Hawn, Chair

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Committee Assistant H. Thompson





**Terms of Reference**  
**Public Art Advisory Committee**

**Authority**

Section 55 of *The Cities Act*; City Council – Clause 6, Report No. 5-2014 of the Planning and Operations Committee; City Council – June 25, 2018

**Mandate**

The function and mandate of the Public Art Advisory Committee (“PAAC”) shall be to:

1. Adjudicate and approve works of art and the placement of public art on behalf of City Council and the Administration for placement in open space, civic facilities and other City-owned property (with the exception of the Remai Modern Art Gallery), in accordance with Policy No. C10-025, *Public Art Policy*.
2. Provide advice to City Council on the:
  - purchase and donation of works of art
  - revision or development of any City policies regarding public art, memorials or commemorations.
3. Provide advice to the Administration concerning the de-accessioning of artworks.
4. Educate artists and community groups regarding the City’s Public Art Program.
5. Review location for appropriateness for memorials or commemorations, appoint members to the Commemorative Review Committee, and review and comment on artistic merit of a proposed commemorative work or proposed memorial in accordance with Policy C09-038, *Commemorations and Monuments Policy*.
6. Consider the Calls to Action of the Truth and Reconciliation Commission in adjudicating, approving and placing works of public art or commemorations or memorials on behalf of City Council.

**Composition**

Voting Members:

- 1 citizen representative of the youth community (16 – 23 years old)
- 2 citizen representatives of the First Nations or Métis communities
- 7 additional citizen representatives

Non-Voting Resource Members:

- 1 Councillor
- Representatives of the City’s Administration from:
  - Community Services Department

## **Preferred Qualifications**

- Demonstrated knowledge, expertise or interest in the following:
  - Public art
  - Socially engaged art
  - Visual arts
  - Media
  - Performance arts
  - Arts administration
  - First Nations art and culture
  - Métis art and culture
  - Site-specific art
  - Architecture
  - Landscape architecture
  - Design
  - Urban design
  - Art education
- Ability to commit time to attend meetings and participate in other activities undertaken by the Committee
- Any other qualifications as outlined in Policy C01-003, *Appointments to Civic Boards, Commissions, Authorities, and Committees*

## **Reporting**

The PAAC shall report to City Council through the Planning, Development and Community Services Committee (SPC-PDCS).

The PAAC shall report to the SPC-PDCS as required to update on any major initiative or report back on any matter referred to them by either the SPC-PDCS or City Council.

The PAAC shall submit an annual report outlining the previous year's accomplishments and a work plan for the upcoming year, to City Council through the SPC-PDCS. The annual report is intended to update City Council on progress goals and initiatives, and to provide an update on any outstanding issues or recommendations within its mandate. This report shall be submitted by March 31 and serve to demonstrate how the Committee remains relevant and current. In considering the report, Council will determine whether it requires continuation of the Committee or any changes to the mandate.

## **Appointment and Term**

Voting Members:

- 2 year, staggered terms, maximum of 3 consecutive terms for citizen representatives (6 years)
- Appointments to be made by City Council

Non-Voting Resource Members:

- Councillor, 4 year (Council) term
- Administration as assigned at the discretion of the General Manager

A Chair and Vice-Chair of the Committee must be elected upon majority vote of Committee membership at its annual organizational meeting.

## **Mentorship of Youth Member**

The Chair, or in the alternative as required, the Vice-Chair of the Committee shall mentor and serve as a role model to the youth member of the Committee.

## **Quorum**

Quorum is met by attendance of a majority of voting members (6).

## **Subcommittees and Working Groups**

- The PAAC may form subcommittees and working groups within its membership as may be necessary to address specific issues within its mandate
- Subcommittees shall draw upon members of the Committee and the Chair of the subcommittee shall be a voting member
- Issues identified outside the PAAC mandate may be the subject of an ad hoc committee established by the SPC-PDCS

## **Meetings**

- Typically meets once per month during each of January, February, March, April, May, June, September, October and November or as otherwise required
- Meetings may be held in person, virtually, or a combination of both (hybrid). Virtual and hybrid meetings are only permitted:
  - Where facilities allow all participants to communicate adequately with each other and, where applicable, enable the public to hear all participants; and
  - Where facilities allow all participants to be seen by each other while speaking and, where applicable, by the public, unless otherwise determined by the Chair
- The City Clerk's Office shall provide administrative support to each meeting of the PAAC

## **Remuneration and Expense Reimbursement**

PAAC members shall serve without receiving remuneration. The following benefits and services are provided to members in accordance with Policy No. C01-003, *Appointments to Civic Boards, Commissions, Authorities, and Committees*:

- Reimbursement of childcare expenses for scheduled PAAC meetings (receipt required)
- Parking and bus ticket expenses
- Hearing & visual assistance

## **Resource Documents**

*The Cities Act*

*Bylaw No. 8174, The City Administration Bylaw, 2003*

*Bylaw No. 9170, The Procedures and Committees Bylaw, 2014*

*Policy No. C01-003, Appointments to Civic Boards, Commissions, Authorities, and Committees*, which includes the attached *City of Saskatoon Code of Conduct for Members of Civic Boards, Commissions, Authorities and Committees* and *City of Saskatoon Anti-Harassment Policy for Members of Civic Boards, Commissions, Authorities and Committees*

*Policy No. C10-025, Public Art Policy*

*Policy No. C09-038, Commemorations and Monuments Policy*

Any other policies as required

**2024 WORK PLAN**

March 8, 2024

Attention: Deputy City Clerk, SPC on Planning, Development and Community Services

**Re: 2024 Work Plan – Public Art Advisory Committee  
(ADV2024-0304)**

The mandate and function of the Public Art Advisory Committee is to:

1. Adjudicate and approve works of art and the placement of public art on behalf of City Council and the Administration for placement in open space, civic facilities and other City-owned property (with the exception of the Remai Modern Art Gallery), in accordance with Policy No. C10-025, Public Art Policy.
2. Provide advice to City Council on the:
  - purchase and donation of works of art
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3. Provide advice to the Administration concerning the de-accessioning of artworks.
4. Educate artists and community groups regarding the City's Public Art Program.
5. Review location for appropriateness for memorials or commemorations, appoint members to the Commemorative Review Committee, and review and comment on artistic merit of a proposed commemorative work or proposed memorial in accordance with Policy C09-038, *Commemorations and Monuments Policy*.
6. Consider the Calls to Action of the Truth and Reconciliation Commission in adjudicating, approving and placing works of public art or commemorations or memorials on behalf of City Council.

**Work Plan for 2024**

The Public Art Advisory Committee at its meetings held on February 9 and March 8, 2024, discussed relevant matters within the Committee's mandate to include in the 2024 work plan. In 2024, the Committee will focus on:

- Adjudication of public art
- Education of artists and the community of the City's Public Art Program

Yours truly,

James Hawn  
**Chair**  
**Public Art Advisory Committee**

