



**PUBLIC AGENDA  
MUNICIPAL HERITAGE ADVISORY COMMITTEE**

**Tuesday, March 18, 2025, 11:30 a.m. - 1:30 p.m.**

**Committee Room E, Ground Floor, City Hall**

**Committee Members:**

**Stevie Horn, Saskatoon Public Library, Chair  
John Waddington, Public, Vice Chair  
Daniel Ash, Public  
Louis Aussant, Saskatchewan Association of Architects  
Anne-Marie Cey, Broadway Business Improvement District  
Stephanie Clovechok, Discover Saskatoon  
Michelle Loi, Public  
Lloyd Moker, Sutherland Business Improvement District  
Taylor Morrison, Saskatchewan REALTORS Association  
Randy Pshebylo - Riversdale BID  
Alyshia Reesor, Saskatoon Archaeological Society  
Lenore Swystun, Saskatoon Heritage Society**

**Other Attendees:**

**Councillor Scott Ford  
Heritage and Design Coordinator Kellie Grant  
City Archivist Jeff O'Brien**

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 regular meeting held on February 18, 2025, of the Municipal Heritage Advisory Committee be adopted.

**5. UNFINISHED BUSINESS**

**6. VERBAL UPDATES**

**6.1 REPORT OF THE CHAIR [CK. 225-18]**

*This is 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 [CK 225-18]**

*To provide an opportunity for a Committee or resource member to update on issues, trends, events, etc. that pertain to the Committee’s mandate.*

**6.3 SUBCOMMITTEE UPDATES [CK. 225-18]**

*To provide an opportunity for a Subcommittee to report back on referred matters.*

**Recommendation**

That the subcommittee updates received under Items 6.3.1 to 6.3.3 be received as information.

**6.3.1 Events Subcommittee**

*This subcommittee was established to assist in the planning of the Municipal Heritage Awards and Doors Open Event.*

**6.3.2 Policy and Planning Subcommittee**

*This subcommittee was established to explore revisions to policy including, but not limited to The Heritage Property Act or the regulations thereunder and on Policy C10-020, Civic Heritage Policy. Additionally this subcommittee will develop a scope of work to further investigate intangible heritage, and recommend an Intangible Cultural Heritage program for the City of Saskatoon.*

### 6.3.3 Education and Awareness Subcommittee

*This subcommittee was established to support heightened awareness of the value and issues regarding preservation of Saskatoon's historic resources and promote and publicize the heritage of Saskatoon (both intangible and tangible) and provide support to partners who tell the Saskatoon story.*

## 7. REFERRAL FROM COUNCIL OR COMMITTEE

## 8. WORK PLAN CONSIDERATION

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

### 8.1 WORK PLAN AND REFERRALS TO STANDING POLICY [CK. 225-18]

14 - 15

*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.*

The 2025 Municipal Heritage Advisory Committee Work Plan Overview is provided.

#### **Recommendation**

That the information be received.

#### 8.1.1 Discussion - Heritage Plan and Policy [CK. 710-0]

*The Standing Policy Committee on Planning, Development and Community Services, at its meeting held on February 14, 2022 considered the following item and resolved that the Administration meet with Municipal Heritage Advisory Committee to determine what portions of the Official Community Plan and Heritage Plan and Policy need addressing/prioritization. These would be discussions only during regular Municipal Heritage Advisory Committee meetings.*

*This is a standing item to provide an opportunity to discuss the Heritage Plan and Policy.*

The Heritage Plan and Policy can be found [here](#).

#### **Recommendation**

That the information be received.

**9. BUDGET - STATEMENT OF EXPENDITURES [CK. 1704-5]**

16 - 16

Attached is a current Statement of Expenditures for the Committee's information.

**Recommendation**

That the information be received.

**10. ADJOURNMENT**



**PUBLIC MINUTES**  
**MUNICIPAL HERITAGE ADVISORY COMMITTEE**

**February 18, 2025, 11:30 am**  
**Committee Room E, Ground Floor, City Hall**

**PRESENT:** Stevie Horn, Saskatoon Public Library, Chair  
Daniel Ash, Public  
Louis Aussant, Saskatchewan Association of Architects  
Anne-Marie Cey, Broadway Business Improvement District via teleconference  
Michelle Loi, Public  
Taylor Morrison, Saskatchewan REALTORS Association  
Randy Pshebylo - Riversdale BID  
Alyshia Reesor, Saskatoon Archaeological Society  
Lenore Swystun, Saskatoon Heritage Society via teleconference  
John Waddington, Public

**ABSENT:** Stephanie Clovechok, Discover Saskatoon  
Lloyd Moker, Sutherland Business Improvement District

**ALSO PRESENT:** Councillor Scott Ford  
Heritage and Design Coordinator Kellie Grant  
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.

**1.1 Appointment of Vice Chair for 2025**

Committee Assistant Thompson opened nominations for Vice Chair.

Lenore Swystun nominated John Waddington for Vice Chair. No further nominations were accepted.

**Moved By:** L. Swystun

That John Waddington be appointed as Vice Chair of the Municipal Heritage Advisory Committee for 2025.

**CARRIED**

**2. CONFIRMATION OF AGENDA**

**Moved By:** A. Reesor

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:** M. Loi

That the minutes of regular meeting held on January 21, 2025 of the Municipal Heritage Advisory Committee be adopted.

**CARRIED**

**5. UNFINISHED BUSINESS**

**6. VERBAL UPDATES**

**6.1 REPORT OF THE CHAIR [CK. 225-18]**

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

The Chair advised that they were in attendance at the Heritage Festival that was held on February 2nd to February 5th.

**Moved By:** A. Reesor

That the information be received.

**CARRIED**

## **6.2 COMMITTEE OR RESOURCE MEMBER UPDATE [CK 225-18]**

*To provide an opportunity for a Committee or resource member to update on issues, trends, events, etc. that pertain to the Committee's mandate.*

### **6.2.1 Heritage and Design Coordinator K. Grant**

A verbal update was provided on the following:

#### Doors Open Event

Heritage and Design Coordinator Grant advised the Committee that there are 3 buildings confirmed for the Doors Open Event. They are the Marr Residence, Ukrainian Museum Saskatoon and the Drinkle Mall Building.

The Administration requested to have a member of the Committee on the Doors Open Event Steering Committee. Stevie Horn agreed to serve on the steering committee.

#### Heritage Festival of Saskatoon

Heritage and Design Coordinator Grant advised the Committee that the event was a success.

**Moved By:** L. Aussant

That the information be received.

**CARRIED**

## **6.3 SUBCOMMITTEE UPDATES [CK. 225-18]**

*To provide an opportunity for a Subcommittee to report back on referred matters.*

**Moved By:** A. Reesor

That the subcommittee update received under Item 6.3.2 be received as information.

**CARRIED**

### **6.3.1 Events Subcommittee**

*This subcommittee was established to assist in the planning of the Municipal Heritage Awards and Doors Open Event.*

No update was provided.

### **6.3.2 Policy and Planning Subcommittee**

*This subcommittee was established to explore revisions to policy including, but not limited to The Heritage Property Act or the regulations thereunder and on Policy C10-020, Civic Heritage Policy. Additionally this subcommittee will develop a scope of work to further investigate intangible heritage, and recommend an Intangible Cultural Heritage program for the City of Saskatoon.*

Taylor Morrison advised that she had attended the Metis Entrepreneurship Event on Thursday, February 13th to investigate further into intangible heritage.

### **6.3.3 Education and Awareness Subcommittee**

*This subcommittee was established to support heightened awareness of the value and issues regarding preservation of Saskatoon's historic resources and promote and publicize the heritage of Saskatoon (both intangible and tangible) and provide support to partners who tell the Saskatoon story.*

No update was provided.

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



## **7.1 Heritage Conservation Program Strategy – Interim Options Report [PDCS2025-0201]**

The Standing Policy Committee on Planning, Development and Community Services, at its meeting held on February 5, 2025, considered the above-noted matter and resolved in part that a copy of the report be forwarded to the Municipal Heritage Advisory Committee for information.

Senior Planner Kambeitz presented the report and responded to questions of the Committee.

The Committee discussed and advised the following key points:

- Assistance is required to help businesses remain in the older buildings.
- Providing incentives and abatements to property owners could encourage preservation efforts and assist in maintaining the buildings.
- Public buy-in is essential for the success of these initiatives.
- Attracting interest in building designation could be enhanced through abatements.
- There is a lack of communication regarding the designation process.
- The Committee will be included in the next steps.
- Educating both the public and the real estate community on the sale of designated properties is important.
- There are common misconceptions about building designation that need to be addressed.
- There are properties that can be added to the Heritage Register.

Development Review Manager Dawson, along with Heritage and Design Coordinator Grant responded to questions of the Committee.

The Committee thanked the Administration for their work on the matter.

**Moved By:** M. Loi

That the information be received.

**CARRIED**

**Moved By:** L. Swystun

That a letter of support of Option 2 contained in the Heritage Conservation Program Strategy – Interim Options Report, dated February 5, 2024, be forwarded to City Council for when the matter is being considered.

**CARRIED**

**8. ANNUAL REPORT CONSIDERATION [ADV2025-0102]**

*In accordance with the Committee's Terms of Reference, it shall submit an annual report outlining the previous year's accomplishments.*

*As stated in the Terms of Reference, the Committee shall submit an annual report, in the prescribed form, outlining the previous year's accomplishments, to City Council through the Standing Policy Committee on Planning, Development and Community Services.*

*This report shall be submitted by March 31, 2024 and serve to demonstrate how the Committee remains relevant and current.*

At the January 21, 2025, meeting of the Municipal Heritage Advisory Committee, the Committee deferred this matter to allow time for the subcommittees to review.

A revised draft copy of the 2024 Annual Report was provided and reviewed for approval.

**Moved By:** L. Aussant

That the Municipal Heritage Advisory Committee approve its 2024 Annual Report for submission to City Council through the Standing Policy Committee on Planning, Development and Community Services by March 31, 2024.

**CARRIED**

**9. WORK PLAN CONSIDERATION**

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

**9.1 WORK PLAN AND REFERRALS TO STANDING POLICY [ADV2025-0201]**

*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.*

A revised draft copy of the 2025 Municipal Heritage Advisory Committee Work Plan was provided, along with the detailed task listing.

The Committee discussed the draft work plan and reviewed for approval.

**Moved By:** A. Reesor

That the Municipal Heritage 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.

**CARRIED**

**9.1.1 Discussion - Heritage Plan and Policy [CK. 710-0]**

*The Standing Policy Committee on Planning, Development and Community Services, at its meeting held on February 14, 2022 considered the following item and resolved that the Administration meet with Municipal Heritage Advisory Committee to determine what portions of the Official Community Plan and Heritage Plan and Policy need addressing/prioritization. These would be discussions*

*only during regular Municipal Heritage Advisory Committee meetings.*

*This is a standing item to provide an opportunity to discuss the Heritage Plan and Policy.*

The Heritage Plan and Policy can be found [here](#).

No update was provided.

**10. BUDGET - STATEMENT OF EXPENDITURES [CK. 1704-5]**

A current Statement of Expenditures was provided for the Committee's information.

**Moved By:** A. Reesor

That the information be received.

**CARRIED**

**11. COMMUNICATION TO THE COMMITTEE**

**Moved By:** M. Loi

That the membership fees contained in items 11.1 to 11.2 be approved for payment.

**CARRIED**

**11.1 Heritage Saskatchewan - 2025 Membership Application / National Trust of Canada - Membership Renewal [CK. 1704-5]**

A copy of the 2025 membership renewal form is provided for the Committee's consideration. The membership fee is \$52.50 (including GST).

**11.2 Saskatoon Heritage Society - 2025 Membership Renewal and Newsletter [CK. 1704-5]**

A copy of the 2025 membership renewal form is provided for the Committee's consideration along with the December newsletter. The membership fee is \$30.00.

**12. ADJOURNMENT**

The meeting adjourned at 12:25 p.m.

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S. Horn, Chair

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Committee Assistant H. Thompson

## 2025 MHAC Work Plan

### Tangible Heritage

	Work Plan Item	Action	Assigned to	Timeline	Progress
1.	Review Heritage Policies and Plan	<p><b>A.</b> Continual support and prioritize with the Administration. Potential to support on targeted research.</p> <p>1. Identify any areas that require review.</p>	Policy and Planning Subcommittee	Ongoing	
2.	Funding for the of Heritage Conservation Program	<p><b>A.</b> Support the Administration on securing additional funding for the Heritage Conservation Program.</p> <p><b>B.</b> Committee can research for other potential sources of Heritage Conservation funding</p> <p>1. Support and prioritize with the Administration. Potential to support on targeted research.</p>	Policy and Planning Subcommittee	Ongoing	
3.	Continue to explore having more properties designated.	<p><b>A.</b> Create a process when approaching properties that aren't designated.</p> <p>1. Lead in a process creation and could prioritize properties for further conversations and support Administration in the conversations.</p>	Education and Awareness Subcommittee	Ongoing	
4.	Heritage Awards Program – The Future	<p><b>A.</b> Review and recommend the future steps to the Heritage Awards Program.</p> <p>1. Assess the Current Program</p> <p style="margin-left: 20px;">i Identify outdated elements</p> <p style="margin-left: 20px;">ii Review past feedback</p>	Events Subcommittee	Ongoing	

## 2025 MHAC Work Plan

		<ul style="list-style-type: none"> <li>2. Research Best Practices               <ul style="list-style-type: none"> <li>i Compare other Cities programs</li> <li>ii Review trends</li> </ul> </li> <li>3. Engage Key Stakeholders</li> <li>4. Discuss potential of new categories / applications / any underrepresented groups</li> </ul>			
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### Intangible Heritage

	Work Plan Item	Action	Assigned to	Timeline	Progress
1.	Intangible Heritage	<ul style="list-style-type: none"> <li>A. Support and prioritize with the Administration.</li> <li>B. Research on Saskatchewan Cities' Intangible Programs               <ul style="list-style-type: none"> <li>1. Conduct a comparative analysis of intangible programs in other Saskatchewan cities as to who manages it and how are stories selected etc.                   <ul style="list-style-type: none"> <li>i Provide a report with insights and potential applications for local programming.</li> </ul> </li> </ul> </li> <li>C. Work with the Administration with continual teachings and learnings.</li> </ul>	Policy and Planning Subcommittee	Ongoing	

**MUNICIPAL HERITAGE ADVISORY COMMITTEE - 2025 BUDGET - \$17,900**

DATE	DESCRIPTION	DEBIT	CREDIT	DB-CR	TOTAL SPENT	BUDGET REMAINING
	Beginning Balance			17,900		
<b>Annual Event Planning</b>				<b>\$12,000.00</b>		
			0			
			0			
	<b>Expenditures - Annual Event Planning</b>				<b>\$0.00</b>	<b>\$12,000.00</b>
<b>Membership Fees</b>				<b>\$200.00</b>		
2/19/2025	Heritage Saskatchewan Membership		\$52.50			
2/19/2025	Saskatoon Heritage Society Membership		\$30.00			
	<b>Expenditures - Memberships</b>				<b>\$82.50</b>	<b>\$117.50</b>
<b>Conferences, Research and Education</b>				<b>\$5,700.00</b>		
	<b>Expenditures - Research and Education</b>				<b>\$0.00</b>	<b>\$5,700.00</b>
<b>Total Overall Spent</b>					<b>\$82.50</b>	
<b>Total Overall Budget Remaining</b>						<b>\$17,817.50</b>