



**PUBLIC AGENDA  
MUNICIPAL HERITAGE ADVISORY COMMITTEE**

**Tuesday, May 20, 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  
Jamie Harder, Meewasin Valley Authority  
Michelle Loi, Public  
Taylor Morrison, Saskatchewan REALTORS Association  
Randy Pshebylo - Riversdale BID  
Alyshia Reesor, Saskatoon Archaeological Society  
Brenda Southam, Sutherland Business Improvement District  
Lenore Swystun, Saskatoon Heritage Society**

**Other Attendees:**

**Councillor Scott Ford  
City Archivist Jeff O'Brien  
Heritage and Design Coordinator Blaire Prima**

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 [CK. 225-18-1]

5 - 11

##### **Recommendation**

That the minutes of regular meeting held on April 15, 2025 of the Municipal Heritage Advisory Committee be adopted.

#### 5. UNFINISHED BUSINESS

#### 6. REFERRAL FROM COUNCIL OR COMMITTEE

#### 7. 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.*

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

12 - 13

*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 Committee provide direction.

##### 7.1.1 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.

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

14 - 14

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

**Recommendation**

That the information be received.

**9. VERBAL UPDATES**

**9.1 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.

**9.2 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.*

**9.2.1 Heritage and Design Coordinator B. Prima**

15 - 15

A verbal update on the following will be provided:

- Doors Open Event

**Recommendation**

That the information be received.

**9.3 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.

**9.3.1 Events Subcommittee**

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

### **9.3.2 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.*

### **9.3.3 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.*

## **10. ADJOURNMENT**

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

**April 15, 2025, 11:30 am**  
**Committee Room E, Ground Floor, City Hall**

**PRESENT:** 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  
Jamie McMillan, Meewasin Valley Authority  
Michelle Loi, Public  
Taylor Morrison, Saskatchewan REALTORS Association  
Randy Pshebylo - Riversdale BID  
Alyshia Reesor, Saskatoon Archaeological Society  
Lenore Swystun, Saskatoon Heritage Society

**ABSENT:** Stephanie Clovechok, Discover Saskatoon

**ALSO PRESENT:** City Archivist Jeff O'Brien  
Development Review Manager Darryl Dawson  
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. Loi

1. That the Heritage Saskatchewan - 2025 Heritage Awards - Call for Submissions be added as 10.1; and
2. That the agenda be confirmed as amended.

**CARRIED**

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4. ADOPTION OF MINUTES [CK. 225-18-1]**

**Moved By:** L. Aussant

That the minutes of regular meeting held on March 18, 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.*

*A verbal update will be provided on:*

New Member Welcome

The Chair welcomed the new Meewasin Valley Authority representative, Jamie McMillan, to the Committee.

**Moved By:** M. Loi

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 City Archivist J. O'Brien**

City Archivist updated on the following:

#### Jane's Walk

The City Archives will be taking part in Jane's Walk on May 2nd. The Alexandra Wiwcharuk Murder will be discussed for the 2025 event.

#### Doors Open Event

The City Archives will open its doors for the Doors Open Event being held on June 1st from 12 p.m. to 5 p.m.

**Moved By:** J. Waddington

That the information be received.

**CARRIED**

### **6.2.2 Development Review Manager D. Dawson**

A verbal update was provided on the following:

#### New Heritage and Design Coordinator

Development Review Manager Dawson introduced Blaire Prima as the new Heritage and Design Coordinator.

**Moved By:** L. Swystun

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. Cey

That the subcommittee updates received under Items 6.3.1 to 6.3.3 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.*

Stevie Horn advised the Committee that the Events Subcommittee is awaiting response from the agencies contacted for the merged heritage awards program.

### **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 provided an updated from the Policy and Planning Subcommittee. Subcommittee members chatted with a couple points of view and inquired about intangible heritage and how they see this program rolling out. There was 3 main points / take-aways from conversations. They are as follows:

1. Funding must be locally and culturally specific. It was noted that Elders would need to be present if a program is being created.
2. Preservation depends on relationships and respect. It is recommended to hire a consultant to formulate such program and do research on best practices.
3. Urgency is real. The stories and identity is at the stage are being lost and the timing of this project is important to preserving culture.



For next steps, the Subcommittee would be to submit a proposal to the Advisory Committee for consideration and submission to the Standing Policy Committee.

### **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.*

A summary from the Education and Awareness Subcommittee, dated April 31, 2025 was provided.

Michelle Loi provided an update from the Education and Awareness Subcommittee.

The Committee was provided a meeting summary outlining the following:

- Response by owners included their assumption of cost, effort and freedom can block them from considering options for the building.
- Response that the value of owning a designated property is not a 'value' anymore.
- Steps were outlined on creating a process of how to approach properties that aren't designated but are of heritage value.

During discussion, the Committee inquired as to creating educational resources and if there was Administrative support to create these. The Committee Assistant was tasked to investigate resourcing. Following the meeting, members were advised that an external consultant may need to be contracted if the members didn't process the skills.

## **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]**

*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 was provided.

No update was provided.

### **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](#).

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

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

**Moved By:** M. Loi

That the information be received.

**CARRIED**

## **10. URGENT BUSINESS**

**10.1 Heritage Saskatchewan - 2025 Heritage Awards - Call for Submissions**

A communication from Heritage Saskatchewan, dated April 11, 2025 was provided for the Committee's review.

Stevie Horn spoke to the call for submission. The Committee was advised that they can submit submissions independently.

**Moved By:** L. Aussant

That the information be received.

**CARRIED**

**11. ADJOURNMENT**

The meeting adjourned at 12:08 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	<b>A.</b> Continual support and prioritize with the Administration. Potential to support on targeted research. <b>1.</b> Identify any areas that require review.	Policy and Planning Subcommittee	Ongoing	
2.	Funding for the of Heritage Conservation Program	<b>A.</b> Support the Administration on securing additional funding for the Heritage Conservation Program. <b>B.</b> Committee can research for other potential sources of Heritage Conservation funding <b>1.</b> Support and prioritize with the Administration. Potential to support on targeted research.	Policy and Planning Subcommittee	Ongoing	
3.	Continue to explore having more properties designated.	<b>A.</b> Create a process when approaching properties that aren't designated. <b>1.</b> Lead in a process creation and could prioritize properties for further conversations and support Administration in the conversations.	Education and Awareness Subcommittee	Ongoing	
4.	Heritage Awards Program – The Future	<b>A.</b> Review and recommend the future steps to the Heritage Awards Program. <b>1.</b> Assess the Current Program <ul style="list-style-type: none"> <li>i Identify outdated elements</li> <li>ii Review past feedback</li> </ul>	Events Subcommittee	Ongoing	

## 2025 MHAC Work Plan

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

	Work Plan Item	Action	Assigned to	Timeline	Progress
1.	Intangible Heritage	<b>A.</b> Support and prioritize with the Administration. <b>B.</b> Research on Saskatchewan Cities' Intangible Programs <ul style="list-style-type: none"> <li><b>1.</b> 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> <b>C.</b> Work with the Administration with continual teachings and learnings.	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		
Annual Event Planning				\$12,000.00		
			0			
			0			
	Expenditures - Annual Event Planning				\$0.00	\$12,000.00
Membership Fees				\$200.00		
2/19/2025	Heritage Saskatchewan Membership		\$52.50			
2/19/2025	Saskatoon Heritage Society Membership		\$30.00			
	Expenditures - Memberships				\$82.50	\$117.50
Conferences, Research and Education				\$5,700.00		
	Expenditures - Research and Education				\$0.00	\$5,700.00
Total Overall Spent					\$82.50	
Total Overall Budget Remaining						\$17,817.50



**JUNE  
1st**



Peek behind the doors of  
notable buildings not normally  
open to the public

**ONE DAY ONLY - SAVE THE DATE!**

25+ BUILDINGS

**12PM - 5PM**

**SCAN ME  
TO LEARN  
MORE!**

