



**PUBLIC AGENDA
MUNICIPAL HERITAGE ADVISORY COMMITTEE**

**Tuesday, June 17, 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
Heritage and Design Coordinator Blaire Prima
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. 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 - 9

Recommendation

That the minutes of regular meeting held on May 20, 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]**

10 - 11

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.

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]

12 - 12

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

A verbal update will be provided on the following:

- Doors Open Event

Recommendation

That the information is received.

9.2.2 Anne-Marie Cey, Broadway Business Improvement District

A verbal update will be provided on the following:

- Broadway BID Heritage Walking Tour Presentation

Recommendation

That the information be received.

9.2.3 Lenore Swystun, Saskatoon Heritage Society

A verbal update will be provided on the following:

- Lutheran Theological Seminary

- Heritage Registrar

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

May 20, 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
Michelle Loi, Public
Taylor Morrison, Saskatchewan REALTORS Association via
teleconference
Brenda Southam, Sutherland Business Improvement District

ABSENT: Stephanie Clovechok, Discover Saskatoon
Jamie Harder, Meewasin Valley Authority
Randy Pshebylo - Riversdale BID
Alyshia Reesor, Saskatoon Archaeological Society
Lenore Swystun, Saskatoon Heritage Society

ALSO PRESENT: Councillor Scott Ford
City Archivist Jeff O'Brien
Heritage and Design Coordinator Blaire Prima
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.

The Committee welcomed Brenda Southam, Sutherland Business Improvement District to the Committee.

2. CONFIRMATION OF AGENDA

Moved By: M. Loi

That the agenda be confirmed as presented.

CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

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

Moved By: L. Aussant

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

CARRIED

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]

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.

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](#).

No update was provided.

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

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

Moved By: B. Southam

That the information be received.

CARRIED

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.

No update was provided.

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

A verbal update was provided on the following:

Doors Open Event

Anne-Marie Cey joined the meeting at 11:40 a.m.

Heritage and Design Coordinator Prima provided the following information regarding the 2025 Doors Open event.

- The event will be held on June 1, 2025 from 12:00 p.m. to 5:00 p.m.
- There are 24 buildings confirmed with 2 Broadway and 1 Riversdale/20th Street walking tours. One of the Broadway tours will showcase the new alley door art.
- Approximately 75-80 volunteers are needed for the event that are sourced from the building owners and community members. There are two shifts of workers to allow for coverage.
- Advertising has included social media, billboard, radio spots, Discover Saskatoon, and local influencer Megan Kardash of Sneakers and Lipstick.
- Sponsorship for 2025 was down from 2023.
- The Event Coordinator is Spark Communications for the 2025 event.

The Committee was requested for a \$1750 sponsorship towards the event advertising, printed materials, signage, and volunteer materials.

Moved By: D. Ash

That Municipal Heritage Advisory Committee approve allocating \$2,000 to the 2025 Doors Open event for printed maps, advertising sandwich boards for the walking tour, and volunteer items.

CARRIED

9.3 SUBCOMMITTEE UPDATES [CK. 225-18]

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

No updates were received.

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.

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10. ADJOURNMENT

The meeting adjourned at 12:03 p.m.

S. Horn, Chair

Committee Assistant H. Thompson

2025 MHAC Work Plan

Tangible Heritage

	Work Plan Item	Action	Assigned to	Timeline	Progress
1.	Review Heritage Policies and Plan	A. Continual support and prioritize with the Administration. Potential to support on targeted research. 1. Identify any areas that require review.	Policy and Planning Subcommittee	Ongoing	
2.	Funding for the of Heritage Conservation Program	A. Support the Administration on securing additional funding for the Heritage Conservation Program. B. Committee can research for other potential sources of Heritage Conservation funding 1. 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.	A. Create a process when approaching properties that aren't designated. 1. 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	A. Review and recommend the future steps to the Heritage Awards Program. 1. Assess the Current Program <ul style="list-style-type: none"> i Identify outdated elements ii Review past feedback 	Events Subcommittee	Ongoing	

2025 MHAC Work Plan

		2. Research Best Practices <ul style="list-style-type: none"> i Compare other Cities programs ii Review trends 3. Engage Key Stakeholders 4. 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	A. Support and prioritize with the Administration. B. Research on Saskatchewan Cities' Intangible Programs <ul style="list-style-type: none"> 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"> i Provide a report with insights and potential applications for local programming. C. 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		
5/30/2025	2025 Doors Open event for printed maps, advertising sandwich boards for the walking tour, and volunteer items.		\$2,000.00			
	Expenditures - Annual Event Planning				\$2,000.00	\$10,000.00
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	\$2,082.50
					Total Overall Budget Remaining	\$15,817.50