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**Subject:** FW: Reply - Revised Marr Residence Management Board - Terms of Reference and Meeting Procedures - 2024

**Attachments:** Marr Residence Management Board - Chair Signed Meeting Procedures.pdf; Marr Residence Management Board - Terms of Reference - 2024.docx

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**From:** Lucas, Barb [REDACTED]  
**Sent:** Wednesday, January 28, 2026 12:27 AM  
**To:** Bryant, Shellie <[Shellie.Bryant@Saskatoon.ca](mailto:Shellie.Bryant@Saskatoon.ca)>; Web E-mail - Online Appointments <[Online.Appointments@Saskatoon.ca](mailto:Online.Appointments@Saskatoon.ca)>  
**Cc:** Della Marshall [REDACTED]  
**Subject:** Reply - Revised Marr Residence Management Board - Terms of Reference and Meeting Procedures - 2024

Hello Shellie Bryant,

In reviewing the attachments forwarded to Della Marshall and myself for the next City's Standing Policy Committee on Planning, Development and Community Services (PDCS) meeting on March 4, 2026 - the Terms of Reference document for the Marr Residence Management Board needs to be updated with the correct approved version from our November 12, 2024 meeting. I have now included it to attach to your PDCA meeting agenda for information and approval. Please update your files with this new information. The Chair Signed Meeting Procedures document is correct with no changes – it was downsized from the draft version you had originally sent us to reflect our board's structure and policies. Under the Terms of Reference, we updated the Composition section to reflect our civic representative's department name to Facilities Management and noted that under the Meeting Support section on the following page to read – Meeting Support is provided by an independent recording secretary. This corresponds with the September 1995 City Council approved motion that administration funding (\$3,500 – for meetings, clerical services, rentals/scheduling coordination, site-security, caretaking duties, and promotion, etc.) would be made available to the Marr Residence Management Board in the coming years. The clerical support position was not designated as a volunteer position through the City Clerk's CARE selection process, however, chosen by the Management Board and funded. Let me know if you need anything else. Please let Della Marshall know if she still needs to attend after your review – her phone number - [REDACTED] and email address – [REDACTED]. Outside of any minor details, this Terms of Reference and Meeting Procedures are like the one earlier approved for the Albert Community Centre Management Committee. Have a great day.

Barb Lucas  
Recording Secretary for the Marr Residence Management Board