

February 4, 2019

Secretary, Standing Policy Committee on Planning, Development and Community Services

**Re: 2018 Annual Report and 2019 Work Plan – Municipal Heritage Advisory Committee
(File No. CK. 430-27)**

The mandate of the Municipal Heritage Advisory Committee (the Committee) is to provide advice and guidance on matters relating to Heritage and heritage related matters.

Committee Membership

Membership on the Committee for the year 2018 was as follows:

- Ms. P. Lichtenwald, Chair - Tourism Saskatoon
- Ms. L. Swystun, Vice Chair - Saskatoon Heritage Society
- Councillor H. Gough
- Ms. K. Edwards - Saskatoon Public Library - Local History Room
- Mr. B. Garritty - Public Member
- Mr. D. Greer - Saskatchewan Association of Architects
- Ms. T. Janzen - Public Member
- Ms. J. Lawrence - Public Member
- Ms. S. Marchildon - Downtown BID
- Ms. D. Mercier - Broadway BID
- Mr. L. Moker - Sutherland BID
- Mr. A. Otterbein - Meewasin Valley Authority
- Mr. R. Pshebylo - Riversdale BID
- Mr. R. Schmid - Saskatoon Region Association of Realtors
- Mr. J. Scott - 33rd Street BID
- Mr. M. Williams - Saskatoon Archaeological Society
- Ms. C. Youngson - Public Member

The 2019 membership on the Committee is as follows:

- Ms. Katie Edwards, Saskatoon Public Library
- Mr. Brendan Garritty, Public
- Ms. Tara Janzen, Public
- Mr. Garry Anaquod, Saskatchewan Indigenous Cultural Centre
- Ms. Paula Lichtenwald, Tourism Saskatoon
- Ms. Sarah Marchildon, Downtown Saskatoon Business Improvement District
- Ms. DeeAnn Mercier, Broadway BID

- Mr. Lloyd Moker, Sutherland BID
- Mr. Alan Otterbein, Meewasin Valley Authority
- Mr. Randy Pshebylo, Riversdale BID
- Mr. Roger Schmid, Saskatoon Region - Association of Realtors Inc.
- Mr. James Scott, 33rd Street BID
- Ms. Lenore Swystun, Saskatoon Heritage Society
- Mr. Andrew Wallace, Saskatchewan Association of Architects
- Mr. Michael Williams, Saskatoon Archaeological Society
- Ms. Cera Youngson, Public

Work Plan Goals and Accomplishments

The work plan goals of the Committee in 2018 were as follows. Under each goal, a summary of the accomplishments of the Committee is provided. In addition, Appendix 1 provides a summary of key topics and resolutions by meeting, and Appendix 2 provides a summary of 2018 expenditures.

2018 Reports and Communications

Matters Referred by SPC or City Council

1. The Municipal Heritage Advisory Committee did not receive any matters in 2018.

Reports/Recommendations Submitted to City Council:

1. Façade Improvement Grant [File No. CK. 1870-1 x1700-1] – that a letter be drafted to City Council to identify a funding source for the Façade Improvement Grant. – considered at the Business Plan and Budget Review meeting held on November 26, 2018
2. Right-of-Way Boulevard Leases [File No. CK. 4070-2 x 4070-0] – that a letter be drafted to City Council requesting that flexible ways be considered for the leases be considered in regards to the heritage fence. – considered at the November 19, 2018 meeting.

Reports/Recommendations Submitted to the Standing Policy Committee on Planning, Development and Community Services:

1. Delegation of Approvals for Grant Incentives Under the Heritage Conservation Program [File No. CK. 710-1 and PL. 905-6] – Recommendations forwarded to PDCS – February meeting considered at the March 5, 2018 meeting
2. Reviewed request from Dr. Keith Carlson for sponsoring an intern, the committee moved to draft a letter to PDCS to request funding for a student for 2019 to focus on Intangible Heritage. – letter dated August 2, 2018 considered at the August 14, 2018 meeting.

3. Application for Funding under the Heritage Conservation Program – The Cathedral of St. John Evangelist was received with the recommendations and forwarded to PDCS for approval. – considered at the June 13, 2018 meeting
4. A request that a letter be written to PDCS requesting that additional funding to the Heritage Conservation fund be considered during the 2019 Budget deliberations in order to provide shorter amortization periods for applicants. – letter dated June 7, 2018 considered at the August 14, 2018 meeting
5. Application for Funding Under the Heritage Conservation Program - Andrew Boyd Residence (803 9th Avenue North) [File No. CK. 710-63] – The committee received the report as recommended and forwarded to PDCS for approval. – considered at the August 14, 2018 meeting.
6. Sale and Adaptive Re-use of Former Saskatoon Transit Facilities at 321 Avenue C North [File No. CK. 4110-43, 4215 x 600-1] – A request from the Committee to draft a letter to PDCS to be involved in the provide input and be involved in the process where possible. – letter dated October 30, 2018 considered at the November 5, 2018 meeting.
7. Application for Funding Under the Heritage Conservation Program – Pettit/Sommerville Residence (870 University Drive) [File No. CK. 710-53] – The application was supported as presented and to be forwarded to PDCS for approval. – letter dated November 27, 2018 considered at the December 3, 2018 meeting.

Reports/Recommendations Submitted to the Governance and Priority Committee:

1. There were no reports/recommendations from the Municipal Heritage Advisory Committee.

Communication by Committee Representatives (Chair, Vice-Chair, or designate) to the local media:

1. There were no matters communicated by Chair, Vice-Chair or designate to the local media for 2018.

Work Plan for 2019

In 2019, Committee will:

- A review of the Heritage Policy and Program took place in 2012. This resulted in an updated Civic Heritage Policy and new companion document called the Heritage Plan (2014). The Committee has as a goal to work with Administration and other key stakeholders to conduct a five-year review of the Heritage Plan with the intention to provide further updated suggestions and actions as per the Committee's mandate and vision.

- As per the Committee's mandate, the Committee will be continuing to seek ways to provide feedback and input various on-going and up-coming civic heritage and heritage related policy and program initiatives.
 - This includes within the first quarter of 2019, identifying and building capacity of MHAC member strengths and resources to ensure best ability to review and operationalize identified activities and plans as per the MHAC mandate.
- The Committee requests to have a member approved attend the 2019 National Trust Conference being held in Winnipeg, Manitoba.

ATTACHMENTS

1. Appendix 1 – 2018 Meeting Summary
2. Appendix 2 – 2018 Expenditures

Yours truly,



Lenore Swystun
Chair
Municipal Heritage Advisory Committee

Appendix 1 – 2018 Meeting Summary – Key Topics and Resolutions

Meeting	Summary – Key Topics and Resolutions
January	<ul style="list-style-type: none"> - Paula Lichtenwald was appointed Chair - Intangible Heritage Presentation by Dr. Keith Carlson
February	<ul style="list-style-type: none"> - Lenore Swystun was appointed as Vice Chair - Delegation of Approvals for Grant Incentives Under the Heritage Conservation Program [File No. CK. 710-1 and PL. 905-6] – Recommendations forwarded to PDCS - Heritage Award Recipients List was approved by the Committee - Saskatoon Heritage Society Co-Sponsorship –Request for Funding [File No. 1704-5] – the Committee approved a maximum of \$720.95 from the Education and Training budget to go towards the public event.
March	<ul style="list-style-type: none"> - Goals and Priorities for the 2018 were reviewed and established. - Subcommittees were established.
April	<ul style="list-style-type: none"> - Reviewed request from Dr. Keith Carlson for sponsoring an intern, the committee moved to draft a letter to PDCS to request funding for a student for 2019 to focus on Intangible Heritage. - Saskatoon Heritage Society - Co-Sponsorship - Event Follow Up [File No. 1704-5] – a request from the committee to establish a formal process was received.
May	<p>Quorum was not present; therefore the meeting did not proceed.</p>
June	<ul style="list-style-type: none"> - A new terms of reference was reviewed and written feedback was provided to the core committee. - Application for Funding under the Heritage Conservation Program – The Cathedral of St. John Evangelist was received with the recommendations and forwarded to PDCS for approval. - A request that a letter be written to PDCS requesting that additional funding to the Heritage Conservation fund be considered during the 2019 Budget deliberations in order to provide shorter amortization periods for applicants. - Application for Funding Under the Heritage Conservation Program - Andrew Boyd Residence (803 9th Avenue North) [File No. CK. 710-63] – The committee received the report as recommended and forwarded to PDCS for approval. - 2017 - 2018 Heritage Awards Final Report (File No. CK. 710-38) – a request that the category of 'Intangible Heritage' be added to the next Heritage Awards was approved.

September	<ul style="list-style-type: none"> - Co-sponsorship Request Process was reviewed and sent back to have a draft presented at the October meeting. - Lenore Swystun was approve to attend the National Trust Conference, as one of the Committee’s goals and priorities. - Jennifer Lawrence, Allan Otterbein & Janes Scott were approved to go to the 2018 Wichitowin Aboriginal Engagement Conference.
October	<ul style="list-style-type: none"> - Proposed Rehabilitation Project - 870 University Drive - Pettit House [File No. CK. 710-53 x710-1 and x710-27] – a request was received to change the shingle replacement from cedar shakes to rubber shingles. The request was approved by the committee. - Sale and Adaptive Re-use of Former Saskatoon Transit Facilities at 321 Avenue C North [File No. CK. 4110-43, 4215 x 600-1] – A request from the Committee to draft a letter to PDCS to be involved in the provide input and be involved in the process where possible.
November	<ul style="list-style-type: none"> - Application for Funding Under the Heritage Conservation Program – Pettit/Sommerville Residence (870 University Drive) [File No. CK. 710-53] – The application was supported as presented and to be forwarded to PDCS for approval. - Façade Improvement Grant [File No. CK. 1870-1 x1700-1] – that a letter be drafted to City Council to identify a funding source for the Façade Improvement Grant. - Right-of-Way Boulevard Leases [File No. CK. 4070-2 x 4070-0] – that a letter be drafted to City Council requesting that flexible ways be considered for the leases be considered in regards to the heritage fence.
December – Special Meeting	<p>Proposed Alterations to Municipal Heritage Property – 950 Spadina Crescent East (Mendel Building and Civic Conservatory) [File No. CK. 710-70 x 620-4] - The proposed alterations were approved, and a motion was passed that a letter of support to request that the proposed vestibules appearance aligns with the Civic Conservatory and overall appearance.</p>

Appendix 2 – 2018 Expenditure

Date	Description	Amount
1-12-2018	Heritage Festival Event Exhibitor Registration	\$60.00
2-21-2018	Membership Fees – Saskatoon Heritage Society	\$30.00
2-21-2018	Membership Fees – Heritage Saskatchewan	\$52.50
2-22-2018	Heritage Workshop Registration – A. Otterbein	\$60.00
2-9-2018	Heritage Awards Event – Awards	\$2331.00
3-6-2018	Heritage Awards Event Catering	\$609.63
3-8-2018	Heritage Awards Event – Trophy engraving	\$1165.50
3-6-2018	Heritage Awards Event – Certificate Framing	\$531.56
3-19-2018	Heritage Awards Event – Photographer	\$333.00
6-25-2018	Heritage Awards Administrator – Contracted Fees 2 of 2	\$2405.12
6-25-2018	Saskatoon Heritage Society – Co-Sponsorship for Event	\$568.49
9-18-2018	2018 Wicichiwin Conference – 3 members attended	\$750.00
10-10-2018	Doors Open Event – 1 st Installment Payment for 2019	\$3675.00
11-27-2018	Conference Fee and Travel – L. Swystun	\$1851.02
	Total	\$14, 098.79