



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

**September 6, 2017, 11:30 am**  
**Committee Room E, Ground Floor, City Hall**

**PRESENT:** Ms. M. Schwab, Chair  
Councillor H. Gough  
Mr. D. Greer  
Ms. P. Lichtenwald  
Ms. D. Mercier  
Mr. L. Moker  
Mr. R. Schmid  
Mr. J. Scott  
Mr. M. Williams

**ABSENT:** Ms. L. Swystun, Vice Chair  
Ms. L. Fortier  
Ms. J. Lawrence  
Ms. P. McGillivray  
Ms. T. Miller  
Mr. R. Pshebylo

**ALSO PRESENT:** Mr. A. Otterbein for Mr. M. Velonas  
Development Review Manager D. Dawson  
Committee Assistant H. Thompson

**1. CALL TO ORDER**

The meeting was called to order at 11:32 a.m.

**2. CONFIRMATION OF AGENDA**

**Moved By:** R. Schmid

That the agenda be approved as presented.

**CARRIED UNANIMOUSLY**

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4. ADOPTION OF MINUTES**

The Committee requested to have the wording "As we gather here today, we acknowledge we are on Treaty 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another." be added to the June 7, 2017 minutes under Item 5.

**Moved By:** M. Williams

That the minutes of regular meeting of the Municipal Heritage Advisory Committee held on June 7, 2017 be approved as amended.

**CARRIED UNANIMOUSLY**

**5. UNFINISHED BUSINESS**

**6. REPORT OF THE CHAIR**

The Chair updated the Committee on the following:

Third Avenue United Church - Heritage Designation

At the City Council meeting, held on August 28, 2017, the Bylaw was passed for the Heritage Designation of the Third Avenue United Church.

The Chair also advised the Committee of a policy about Church Properties and the Saskatchewan Heritage Act that the United Church had adopted on May 6, 2016. It was identified that further communication is required related to the impact of funding and heritage designation.

The Grandstand - Prairieland Park

The Chair and Heritage and Design Coordinator Kambeitz met with the Prairieland Park Board of Directors regarding the heritage designation process. The Directors may consider heritage designation in the future, but not currently at this time.

Meeting with the City Clerk's Office

The Chair met with Deputy City Clerk Bryant regarding the Committee as part of City Council's review of the Board and Committees. The Chair recommended to have an Indigenous member.

Culture Plan Update

The Chair will be assisting in updating the City's Culture Plan.

Sutherland Culture Fair

The Sutherland Culture Fair will be held on September 28th.

**Moved By:** P. Lichtenwald

That the information be received.

**CARRIED UNANIMOUSLY**

**7. REPORT OF THE HERITAGE AND DESIGN COORDINATOR [File No. CK 225-18]**

Development Review Manager Dawson provided a verbal update related to the Third Avenue United Church and City Council's approval for funding, under the Heritage Conservation Program, for the Arrand Block and Tupper House.

**Moved By:** P. Lichtenwald

That the information be received.

**CARRIED UNANIMOUSLY**

**8. COMMUNICATIONS**

**9. REPORTS FROM ADMINISTRATION**

**9.1 Application for Funding Under the Heritage Conservation Program – Canadian Pacific Railway Station (305 Idylwyld Drive North) [File No. CK. 710-5 and PL 907–1]**

Development Review Manager Dawson presented the submitted report.

**Moved By:** D. Greer

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That funding be approved, to a maximum of \$22,200 (amortized over ten years), through the Heritage Conservation Program for the preservation project at 305 Idylwyld Drive North;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That the General Manager, Community Services Department, be authorized to remit payment of the grant following completion of the project.

**CARRIED UNANIMOUSLY**

**9.2 Application for Funding Under the Heritage Conservation Program – Bottomley House (1118 College Drive) [File No. CK. 710-51 and PL. 907–1]**

Development Review Manager Dawson reviewed the submitted report and answered questions related to the selection of paint product and colour.

The Committee requested that future reporting include wording in the report that provides detailed information related to the material, colour and texture.

**Moved By:** D. Greer

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That funding be approved, to a maximum of \$2,116.22 (amortized over two years), through the Heritage Conservation Program for the preservation project at 1118 College Drive;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and

3. That the General Manager, Community Services Department, be authorized to remit payment of the grant following completion of the project.

**CARRIED UNANIMOUSLY**

**9.3 Application for Funding Under the Heritage Conservation Program – Mann House (1040 University Drive) [File No. CK. 710-65 and PL 907–1]**

Development Review Manager Dawson reviewed the submitted report and answered questions related to the additional application of funding for the Mann House.

**Moved By:** P. Lichtenwald

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That funding be approved, to a maximum of \$2,497.50 (amortized over two years), through the Heritage Conservation Program for the preservation project at 1040 University Drive;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That the General Manager, Community Services Department, be authorized to remit payment of the grant following completion of the project.

**CARRIED UNANIMOUSLY**

**9.4 Application for Funding Under the Heritage Conservation Program - McLean Block (263 3rd Avenue South) [File No. 710-55 and PL. 907–1]**

Development Review Manager Dawson reviewed the submitted report and answered questions related to the effect of a reduced grant with a shorter amortization period.

The Committee was advised that this adjustment will not affect funding other projects.

Further discussion identified the need to ensure that the funding provided through multiple grant applications of the same elements is not over the 100% cost of the project.

**Moved By:** P. Lichtenwald

That a report be forwarded to the Standing Policy Committee on Planning, Development and Community Services with a recommendation to City Council:

1. That funding be approved, to a maximum of \$55,848.05, through the Heritage Conservation Program for the windows, roof repairs, and brickwork of the McLean Block located at 263 - 3rd Avenue South;
2. That the City Solicitor be requested to prepare the appropriate agreement and that His Worship the Mayor and the City Clerk be authorized to execute the agreement under the Corporate Seal; and
3. That the General Manager, Community Services Department, be authorized to remit payment of the grant following completion of the project.

**CARRIED UNANIMOUSLY**

**10. HERITAGE AWARDS SUBCOMMITTEE UPDATE [File No. CK. 710-38]**

The Heritage Awards Subcommittee provided a verbal update to the Committee.

The Committee was advised that the Heritage Awards are to be held on March 13, 2018 in the evening. The subcommittee has worked on the applications, and added categories. Announcements for the awards will be in the first week of September.

The next scheduled subcommittee meeting will be held on September 26, 2017.

**Moved By:** D. Greer

That the information be received.

**CARRIED UNANIMOUSLY**

**11. STATEMENT OF EXPENDITURES [File No. CK 225-18]**

The Chair requested funding to attend the National Trust Conference in Ottawa, Ontario.

**Moved By:** L. Moker

1. That the information be received; and
2. That the funding be approved for Ms. Maggie Schwab to attend the National Trust Conference in Ottawa, Ontario.

**CARRIED UNANIMOUSLY**

## **12. ADJOURNMENT**

The meeting adjourned at 12:46 p.m.

---

Ms. M. Schwab, Chair

---

Ms. H. Thompson, Committee Assistant