



## **PUBLIC MINUTES**

### **MUNICIPAL HERITAGE ADVISORY COMMITTEE**

**October 4, 2017, 11:30 am**

**Committee Room E, Ground Floor, City Hall**

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

**ABSENT:** Ms. J. Lawrence  
Ms. P. McGillivray  
Mr. M. Velonas  
Mr. M. Williams

**ALSO PRESENT:** Heritage and Design Coordinator C. Kambeitz  
Development Review Manager D. Dawson  
Committee Assistant H. Thompson

#### **1. CALL TO ORDER**

The meeting was called to order at 11:33 p.m.

#### **2. CONFIRMATION OF AGENDA**

**Moved By:** L. Swystun

That the agenda be confirmed as presented.

**CARRIED**

#### **3. DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

#### **4. ADOPTION OF MINUTES**

**Moved By:** D. Greer

That the minutes of regular meeting of the Municipal Heritage Advisory Committee held on September 6, 2017 be approved.

**CARRIED**

#### **5. UNFINISHED BUSINESS**

##### **5.1 Digital Archives [File No. 225-18]**

At the May 3, 2017 meeting, the Committee requested that the City Archivist attend a future meeting to speak to the City's archives.

City Archivist Jeff O'Brien provided an update related to the types of records that the City of Saskatoon Archives stores. The Committee was informed that the "mandate of the City of Saskatoon Archives is to acquire, preserve and provide access to the historical records of the City of Saskatoon and to those of historically significant individuals and organizations in Saskatoon. The Archives also works to promote local history and heritage in Saskatoon." It was noted that the majority of the records are corporate records related to City Council.

The Committee was advised on how digital files are handled and the process taken when requests to records are received.

The City Archivist also informed the Committee of some of the collections that reside in the City's Archives and how the Saskatchewan archive groups work together to maintain collections.

**Moved By:** D. Mercier

That the information be received.

**CARRIED**

##### **5.2 Doors Open Event Discussion [File No. CK. 205-32]**

Heritage and Design Coordinator Kambeitz advised the Committee that the event in the past wasn't held annually because of budget restrictions, as it is currently budgeted every two years, and a difficulty of obtaining

volunteers for the event. The Committee was informed that the consultant contract has already been awarded and that it is possible to extend the event time in 2019.

The Committee requested an event planning session in 2018 to review the Doors Open statistics from past years to assist in determining changes to the event.

**Moved By:** L. Swystun

That the matter be referred to a 2018 Municipal Heritage Advisory Committee agenda for review of statistics and planning purposes.

**CARRIED**

**6. REPORT OF THE CHAIR**

The Chair provided a verbal update that she will be in attendance at the National Trust Conference in Ottawa in October and will be reporting back to the Committee in November.

**Moved By:** P. Lichtenwald

That the information be received.

**CARRIED**

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

Heritage and Design Coordinator updated the Committee on the following:

Reports to Standing Policy on Planning, Development and Community Services on October 2, 2017

Reports for the Application for Funding for the Canadian Pacific Railway Station, Bottomley House, McLean Block and Mann House were considered. These reports will be considered at City Council on October 23, 2017.

Councillor Gough noted that the Standing Policy Committee discussed heritage funding request approvals. A follow up report is forthcoming.

Heritage Conservation Program and Façade Conservation & Enhancement Grant Program Approvals

The Committee was advised that the applicants have to submit receipts and advise of any funding that they have received related to the project. This is to ensure that the total funding does not fund more than 100% of the project.

Saskatchewan Ministry of Parks, Culture and Sport - Heritage Workshops

The Committee was in receipt of the heritage workshop information. The Heritage and Design Coordinator recommended that members attend the Standards and Guidelines Workshop as it will assist the Committee in reviewing the reports from Administration.

**Moved By:** R. Pshebylo

That the information be received.

**CARRIED**

**8. COMMUNICATIONS**

**9. REPORTS FROM ADMINISTRATION**

**9.1 Application for Municipal Heritage Property Designation – Mendel Building and Civic Conservatory (950 Spadina Crescent East) [File No. CK. 710-70 and PL. 907-1]**

Heritage and Design Coordinator reviewed the submitted report and answered questions related to the character defining elements.

After further discussion, the importance of highlighting these character defining elements was identified. The Committee requests that the letter to the Standing Policy Committee on Planning, Development and Community Services draw attention to the elements within attachment 2, 3, and 4 to provide a clear picture of what is being included.

**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 the City Solicitor be requested to prepare and bring forward a bylaw to designate the property at 950 Spadina Crescent East as a Municipal Heritage Property under the provision of *The Heritage Property Act*, with such designation limited to the exterior of the building and the interior lobby;

2. That the General Manager, Community Services Department, be requested to prepare the required notices for advertising the proposed designation; and
3. That \$2,500 be allocated from the Heritage Reserve Fund for supply and installation of a recognition plaque for the property.

**CARRIED**

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

Committee member Greer provided a verbal update on behalf of the Heritage Awards Subcommittee.

The Committee was advised that the Heritage Awards will be held the evening of March 13, 2017 at the Affinity Credit Union Campus in City Park. It was noted that the judging panels are almost confirmed. Marketing for the event is underway and can be seen in the Star Phoenix and Bridges newspapers. The subcommittee is currently updating the judge's criteria.

**Moved By:** L. Swystun

That the information be received.

**CARRIED**

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

The Committee reviewed the current statement of expenditures.

**Moved By:** L. Swystun

That the information be received.

**CARRIED**

**12. PUBLICATIONS**

The following publications were received by the Committee:

- Heritage Saskatchewan Newsletter - September 25, 2017

**Moved By:** P. Lichtenwald

That the information be received.

**CARRIED**

**13. ADJOURNMENT**

The meeting adjourned at 12:44 p.m.

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Ms. M. Schwab, Chair

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Ms. H. Thompson, Committee Assistant