



**PUBLIC AGENDA
MUNICIPAL HERITAGE ADVISORY COMMITTEE**

**Wednesday, March 1, 2017, 11:30 a.m.
Committee Room E, Ground Floor, City Hall
Committee Members:**

**Ms. M. Schwab, Chair
Ms. L. Swystun, Vice Chair
Councillor H. Gough
Ms. L. Fortier
Mr. D. Greer
Ms. J. Lawrence
Ms. P. Lichtenwald
Ms. P. McGillivray
Ms. D. Mercier
Ms. T. Miller
Mr. L. Moker
Mr. R. Pshebylo
Mr. R. Schmid
Mr. J. Scott
Mr. M. Velonas
Mr. M. Williams**

Pages

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

Recommendation

That the agenda be confirmed as presented.

3. ADOPTION OF MINUTES

Recommendation

That the minutes of regular meeting of the Municipal Heritage Advisory Committee held on February 1, 2017 be adopted.

4. UNFINISHED BUSINESS

5. REPORT OF THE CHAIR

6. REPORT OF THE HERITAGE COORDINATOR [File No. CK 225-18]

7. COMMUNICATIONS

8. REPORTS FROM ADMINISTRATION

9. REVIEW OF TASK GROUP MEMBERSHIP [File No. CK. 225-18]

At the Municipal Heritage Advisory Committee meeting held on April 6, 2016 the Committee resolved:

1. That the Heritage Policy Task Group be disbanded; and
2. That the Heritage Awards Task Group and Education & Awareness Task Group remain in place with the following membership:
 - a. Heritage Awards Task Group - Robert McPherson, Don Greer, Lenore Swystun; and
 - b. Education & Awareness Task Group - James Scott, Patti McGillivray, and Jennifer Lawrence.

The Committee is asked to update the membership if required.

Recommendation

That the Committee provide direction.

10. 2017-2018 HERITAGE AWARDS PROGRAM [File No. CK. 710-38]

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This matter is on the agenda to commence planning for the next Heritage Awards Program, beginning with the Call for Submissions in September. Prior to that time, any changes will need to be completed to the program, and a Request for Proposals for the position of Administrator will need to be issued.

Attached is the Final Report of On Purpose Leadership for the 2015-2016 Heritage Awards Program which contains recommendations for the next Program , beginning on Page 7 of the report. The Committee received a presentation from On Purpose Leadership on the above-noted report at its June 1, 2016 meeting.

Also attached is the RFP for the 2015 Heritage Awards Administrator position, for the Committee's review and for changes to be made prior to issuing in April/May 2017 with a submission deadline of Friday, June 16, 2017 (tentative).

A review of the membership of the Heritage Awards Task Group is also required if the Committee wishes to refer the matter to the subcommittee.

Recommendation

That the direction of the Committee issue regarding a review of recommendations submitted by the past Administration (On Purpose

Leadership), and a review of the terms of the upcoming contract for the Heritage Awards Administrator position.

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

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Recommendation

That the information be received.

12. PROPOSED BUDGET FOR 2018 [File No. CK. 225-18]

The Committee is requested to put forward a proposed budget submission for 2018 for inclusion in the 2018 Operating Budget Review.

For the Committee's information, the following is the budget from 2017:

- Conferences, Education and Research - \$5,700
- Heritage Awards Program - \$3,600
- Doors Open Event - \$8,100
- Heritage Festival - \$300
- Memberships - \$200

Recommendation

That the Committee provide direction.

13. PUBLICATIONS

- Heritage Saskatchewan Newsletter - January 17, 2017
- Email - Lieutenant Governor's Heritage Awards 2017 – Call for Nominations - February 21, 2017
- Email - Heritage Day News – Special Canada 150 Edition - February 20, 2017; and
- Email - Chats with Influencers-Seeking Endangered Places-Heritage Tax Bill.

Recommendation

That the information be received.

14. ADJOURNMENT

2015-2016

Heritage Awards Final Report



Prepared by Kim Ali - On Purpose
For City of Saskatoon
Municipal Heritage Advisory Committee

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Event History

Every two years, the City of Saskatoon, through its Municipal Heritage Advisory Committee (MHAC), recognizes work in heritage preservation in Saskatoon through public recognition and the presentation of award certificates. The Municipal Heritage Awards Program occurs in the year opposite to Doors Open Saskatoon—another City of Saskatoon heritage initiative.

The Heritage Awards are an opportunity for Saskatoon residents to nominate an individual, business, or group that they know to have made a difference in the preservation and conservation of the City's heritage. The awards draw attention to the heritage value of subjects and properties within the City of Saskatoon.

Heritage value is defined as the aesthetic, historic, scientific, cultural, social or spiritually important, or significant elements for past, present or future generations.¹

2015-2016 Awards

This year, the Heritage Awards were presented on Monday, February 29 in City Council Chambers prior to the regularly scheduled council meeting. More than 20 individuals, businesses, or groups were recognized including property owners, architects, designers, and journeypersons.

Winners were named in all three categories of the awards.

BUILDING SITES AND GROUNDS

SENSITIVE ADDITION (2 Awards)

Academic Health Sciences D Wing Addition

- University of Saskatchewan (Property Owner)
- Henry Downing Architects (Architect)
- Graham Construction and Engineering Ltd. (General contractor)
- Flad Architects (Lab Design Specialists)

St Thomas Moore College 2013 Addition

- Edwards Edwards McEwen Architects (Architects)
- St Thomas More College (Property Owner)
- Quorex Constructions Services Ltd. (Project Manager)
- Robb-Kullman Engineering LLP (Prime Consultant, Structural Engineer)

¹ Parks Canada, Standards and Guidelines for the Conservation of Historic Places in Canada, Her Majesty the Queen in Right of Canada, 2003, p.2.

ADAPTIVE RE-USE (3 Awards)

210/212 20th Street West (Grazing Goat / Green Ark)

- Strata Development Corporation (Property Owner and General Contractor)

433 - 20th Street West (MGM Communications)

- Lionel Wong (Property Owner)
- Strata Development Corporation (General Contractor)
- MGM Communications (Tenant)

616-10th Street East (Brainsport)

- Group2 Architecture (Architect and Designer)
- Brainsport (Property Owner)
- S2 Construction (General Contractor)

HERITAGE SPACE (1 Award)

616-10th Street East (Brainsport)

- Group2 Architecture (Architect and Designer)
- Brainsport (Property Owner)
- S2 Construction (General Contractor)

EDUCATION AWARDS (3 in total)

Nutana and Broadway Heritage QR Code Tour

- Broadway Business Improvement District
- Nutana Community Association

Spirit of Alliance Monument

- J. S. Gauthier, Adrian Stimson, Happy (Ian) Grove (Artists/ Sculptors)
- Chief Darcy Bear (Funder, Visionary)

Presented to JOE WICKENHAUSER for

- Commitment to preserving and sharing the history of sexual and gender diversity in Saskatoon through lectures, walking tours, film events, displays and print publications and contributions to social media.

VOLUNTEER PUBLIC SERVICE AWARD

- Presented to **Della Greer** for her commitment to making Saskatoon a place that recognizes and celebrates arts, culture and heritage through her work with the Marr Residence and other agencies.

City of Saskatoon Support

Joyce Fast—Lead, Coordination

Lori O'Brien—Coordination

Catherine Kambeitz—Heritage
Expertise

Program Coordination

On Purpose Leadership, represented by:

Kim Ali—Project Manager

Mandy Pravda - Event Assistant

Municipal Heritage Advisory Committee Chair Carla Duval Tyler

Jury Panel

- Troy Smith, Saskatchewan Association of Architects – and Chair of Jury Panel
- Happy Grove, Interior Design Association
- Don Greer, Municipal Heritage Advisory Committee
- Bob McPherson, Municipal Heritage Advisory Committee
- Lenore Swystun, Saskatoon Heritage Society

Overview of Event Day

The Heritage Awards celebration day is made up of the following three components:

Awards Presentation

The presentation of the Heritage Awards took place in City Council Chambers starting at 5 PM in front of close to 100 people in the council gallery.

Photo Displays

Photo exhibits are displayed in the City Hall lobby in the week the Heritage Awards are presented. A power point photo exhibit is put on display at the awards reception for the duration of this event. The photo exhibits are a major attraction and resources should continue to be set aside for this component. A consideration for future years may be that we allow award recipients to take home one copy of their mounted photos and photo captions at the end of the night. MHAC committee members also suggested that a permanent exhibit at City Hall may be feasible.

Reception

Award recipients are invited to a reception following the presentation of their awards. This is an opportunity for them to mix and mingle with other award recipients as well as meet representatives of the design and heritage communities. The reception was held across the street from City Hall at The Basement. It was a relaxed yet classy setting; perfect for the celebration mood we want to honour the winners with. Outside catering was brought in and beverages were provided by the venue. Alcoholic

beverages were available at the Bassment bar for purchase and soft drinks were provided for at no charge.

Marketing & Communication

Online Content

The City of Saskatoon issued a news release to alert the media and general public that the Awards Program was accepting nominations, and another one to notify them of this year's winners and the date and time of the presentation. The City posted information and a downloadable application form at 'H' for Heritage Awards during the Call for Nominations.

Newspaper Advertising

Ads were placed in the Saskatoon StarPhoenix in October and on the City page in the Star Phoenix in November. . See Appendix for copies of the advertisements.

Television Coverage

Global Saskatoon and CTV reported on the Heritage Awards Program on their February 29 evening newscast, and on their morning shows March 1. Shaw covered the presentation portion in its coverage of the City Council meeting.

Direct Marketing Initiatives

We used electronic media as much as possible to reduce costs and broaden the reach of our marketing efforts. Posters were distributed electronically to the following people and places, who were also asked to forward the poster along to interested persons, businesses, and organizations:

- Updated city distribution list of architects, designers, journeypersons and their professional associations (by mail)
- Saskatoon Heritage Society
- Meewasin Valley Authority
- Local History Room, Frances Morrison Library
- Saskatoon Real Estate Board
- Representatives of Design Week (Gov't of Saskatchewan)
- Prairieland Park
- BIDs: Broadway, Riversdale, The Downtown Partnership, Sutherland
- University of Saskatchewan
- Western Development Museum
- City of Saskatoon Commercial Facades Program
- City of Saskatoon Heritage Coordinator

Program Review

What went well?

Joyce Fast and the City Clerk's office staff were a tremendous resource and support to On Purpose Leadership in carrying out the event. Catherine Kambeitz was available as needed and provided counsel and feedback.

The post event celebration held at the Bassment was very successful with more than 100 people attending.

The recipients are very appreciative of the honour, and the certificates and awards ceremony are a great way to recognize them.

The majority of the submissions were digital, which helped immensely with cutting down costs and making the job more efficient. A Dropbox folder was set up for the jury, which made it easier for them to access the files prior to the review.

What should be done differently?

The timing of the awards presentation needs to be addressed. Given the governance changes to the city bylaws, Public Acknowledgements (which is what the Awards fall under) form part of the Regular Business agenda which starts at 1:00 pm on Council day. Therefore, since the Order of Business is specified in the Bylaw, the awards would have been presented at a time that was inconvenient for most people, and as well as negating the opportunity for a celebration after the event. The administrator worked hard with various members of City staff to come to a workable solution, and the awards were presented at 5 PM, followed by the reception at 6 PM at the Bassment. However this meant that the awards were NOT presented in front of city council. However, the mayor, some councillors and senior staff did attend the presentation.

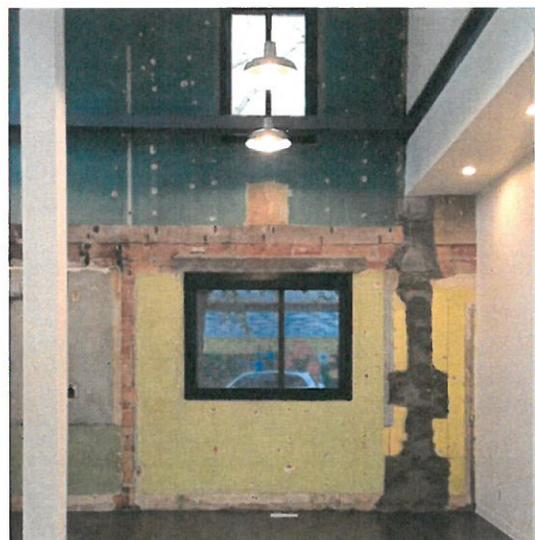
A sub-committee of the jury was struck to review the awards process. The committee was tasked with discussing the following:

- Adding additional representation to the Jury panel, possibly a group or organization with educational / curriculum focus.
- Revising the awards ceremony time and location so all councillors can attend.
- Increasing engagement of MHAC in the awards presentation.
- Clarifying the intention of Volunteer Award (recognition for lifetime achievement? Significant impact?).
- Review the submission criteria

The committee met on Thursday April 7 and provided suggestions to the Heritage Coordinator, who will take the recommendations to MHAC for review.

Coordinator Recommendations

- Focus early marketing on developing community awareness—the Heritage Awards present a strong opportunity for community engagement
- Develop an online survey for routine feedback from participants, judges and winners.
- Increase advertising investment to improve visibility of the event day.
- Book a paid advertisement in the Star Phoenix announcing the winners.



THE STARPHOENIX, SATURDAY, Saturday November 8 and Saturday October 3



Municipal Heritage Awards

Submission Deadline: Friday, November 13, 2015

The City of Saskatoon through its Municipal Heritage Advisory Committee is recognizing work in heritage preservation in Saskatoon through the presentation of Awards and Certificates under the following:

A) BUILDINGS, SITES & GROUNDS

There are six project categories:

- 1. Restoration - Exterior
- 2. Restoration - Interior
- 3. Adaptive Re-Use
- 4. Sensitive Infill
- 5. Sensitive Addition
- 6. Heritage Space

B) VOLUNTEER PUBLIC SERVICE

This category is open to both individuals and groups who have demonstrated a long-term commitment to archaeology, history, museums, historic building and sites, genealogy and folk-lore.

C) EDUCATION

This category is open to both individuals and groups for undertaking endeavours which enhance the public understanding and appreciation of the City's natural and human heritage.

Entry forms are available on saskatoon.ca, search Heritage Award Programs. Additional information and criteria for each of these categories is included with the entry form. The deadline for submissions is 5:00 p.m. Friday, November 13, 2015. Any program completed prior to September 1, 2015 is eligible, including non-award winning submissions from past years.

For further information contact Kim Ali at 306-652-1417 or email kimall@onpurpose.ca

Co-Sponsored by: **Meewasin**

THE STARPHOENIX, SATURDAY, OCTOBER 10,
City Page

The City of Saskatoon through its Municipal Heritage Advisory Committee is recognizing work in heritage preservation in Saskatoon through the presentation of Awards and Certificates under the following:

A) BUILDINGS, SITES & GROUNDS
There are six project categories: **4x88**

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- 4. Sensitive Infill
- 5. Sensitive Addition
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Co-Sponsored by: **Meewasin**

Appendix B: Photo of Recipients





CITY OF SASKATOON
MUNICIPAL HERITAGE ADVISORY COMMITTEE
2015 HERITAGE AWARDS ADMINISTRATOR
REQUEST FOR PROPOSAL

JUNE, 2015

The City of Saskatoon is inviting proposals to be submitted for the administration of Saskatoon's 2015 - 2016 Heritage Awards Program.

PROGRAM DESCRIPTION:

The City of Saskatoon, through its Municipal Heritage Advisory Committee, recognizes work in heritage preservation in Saskatoon through the presentation of Awards/Certificates. These awards are presented every other year under the following categories: Restoration – Exterior, Restoration – Interior, Adaptive Re-Use, Sensitive Infill, Sensitive Addition, and Heritage Space.

HERITAGE AWARDS ADMINISTRATOR:

This program commences with the establishment of the appropriate application forms and advertising brochures by the fall of 2015. Completion of the program occurs in February, 2016 when the awards are presented at a meeting of City Council and a final review of the program is conducted.

The maximum contract amount for the Heritage Awards Administrator is \$3,400 with one-half payable in 2015, and one half payable at the completion of the program in 2016. The contract fee is a \$2500 base fee for five or fewer applications + \$225/per additional application (up to a maximum of \$3400).

The Program Administrator will work with the Committee Assistant and when deemed appropriate, the Administrator will meet with the Municipal Heritage Advisory Committee. The Advisory Committee will determine the scope and format of the 2015 – 2016 Heritage Awards Program and the Committee Assistant will be available to work with the Administrator when questions arise. The Administrator undertakes the assigned duties under the timeframe given.

DUTIES OF THE HERITAGE AWARDS ADMINISTRATOR:

The Heritage Awards Administrator will ensure that all steps, as determined by the Municipal Heritage Advisory Committee, are completed in time for the presentation of the awards on or near Heritage Day in 2016, which is normally the second Monday in February (contingent on the City Council February meeting schedule).

QUALIFICATIONS and EXPERIENCE

Please indicate your qualifications and experience as they relate to this project's scope of work and duties to be undertaken.

Include recent examples of projects that you have completed that are similar in nature to the requirements of this project. Include a minimum of three references who can be contacted (with e-mail address or telephone numbers). Indicate what associations or background in heritage or culture that you may have.

The City of Saskatoon will provide some support and resources to the Heritage Administrator, as follows:

- Access to examples of previous material used for the program;
- Access to copying service for the brochure and application forms already prepared under the guidance of the Municipal Heritage Advisory Committee;
- Access to clerical support (booked in advance);
- Access to mailing service;
- Access to mailing list for applications and brochures;
- Access to volunteers from Municipal Heritage Advisory Committee for presentations at City Council and the reception that follows; and
- Access to final evaluation by the previous Administrator

If you believe that you have the right combination of skills and experience to take on this exciting challenge, please submit an application or proposal no later than 4:00 p.m. Friday, June 12, 2015.

PROPOSAL EVALUATION:

Proposals will be evaluated by the Municipal Heritage Advisory Committee based on the following considerations:

- Quality of the Proposal
- Qualification and Experience
- References

CONTACT INFORMATION:

Inquiries and further information about the Program may be directed to:

City Clerk's Office, c/o Joyce Fast, 306-975-3240 or e-mail joyce.fast@saskatoon.ca

Mail your proposal to:

Ms. Joyce Fast, Committee Assistant
Municipal Heritage Advisory Committee
City Clerk's Office, City Hall
222 Third Avenue North
Saskatoon, SK S7K 0J5

01-5596-103 - MUNICIPAL HERITAGE ADVISORY COMMITTEE - 2017 BUDGET - \$17,900

DATE	NUMBER	DESCRIPTION	DEBIT	CREDIT	DB-CR	GL	TOTAL SPENT	BUDGET REMAINING
		Beginning Balance			17,900			\$17,900
		2017 Budget - Heritage Awards			\$3,600.00			
		Expenditures - Heritage Awards					\$0.00	
		2017 Budget- Open Doors Event			\$8,100.00			
12-Jan	ID150039	Transfer of funds from MHAC budget allocated	-\$8,100.00	\$0.00	\$0.00			
		Expenditures - Open Doors Event					\$8,100.00	
		2017 Membership Fees			\$200.00			
10-Jan	R572761	Heritage Saskatchewan Membership Renewal 2017	\$52.50	\$2.50	\$50.00			
10-Jan	R572762	Saskatoon Heritage Society	\$30.00	\$0.00	\$30.00			
		Expenditures - Memberships					\$80.00	
		2017 - Heritage Festival			\$300.00			
1/9/2017	APV386530	Heritage Festival of Stoon - Exhibitor Fees	\$60.00	\$0.00	\$60.00			
		Expenditures - Heritage Festival					\$60.00	
		2017 Research and Education			\$5,700.00			
		2017 Expenditures Research and Education					\$0.00	
							\$8,240.00	\$9,660.00