



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

**November 1, 2017, 11:30 am**  
**Committee Room E, Ground Floor, City Hall**

PRESENT:                Ms. M. Schwab, Chair  
                              Mr. D. Greer  
                              Ms. J. Lawrence  
                              Ms. P. Lichtenwald  
                              Ms. D. Mercier  
                              Mr. R. Pshebylo  
                              Mr. R. Schmid  
                              Mr. J. Scott  
                              Mr. M. Williams

ABSENT:                Ms. L. Swystun, Vice Chair  
                              Councillor H. Gough  
                              Ms. P. McGillivray  
                              Mr. L. Moker

ALSO PRESENT:        Mr. A. Otterbein for Mr. M. Velonas  
                              Heritage and Design Coordinator C. Kambeitz  
                              Committee Assistant H. Thompson

**1. CALL TO ORDER**

The meeting was called to order at 11:31 a.m.

**2. CONFIRMATION OF AGENDA**

**Moved By:** D. Greer

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**

It was noted that item 10. required an amendment for the year of the event.

**Moved By:** M. Williams

That the minutes of regular meeting of the Municipal Heritage Advisory Committee held on October 4, 2017 be approved as amended.

**CARRIED**

**5. UNFINISHED BUSINESS**

**6. REPORT OF THE CHAIR [File No. CK. 225-18]**

The Chair provided a verbal update on the report for the heritage designation of the Mendel Building. It was noted that a letter from this Committee was provided during the consideration of this item at the Standing Policy Committee on Planning, Development and Community Services.

**Moved By:** P. Lichtenwald

That the information is received.

**CARRIED**

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

The Heritage and Design Coordinator provided a verbal update on the following:

[Saskatchewan Ministry of Parks, Culture and Sport - Heritage Workshops](#)

The Committee was reminded to sign up for the Heritage Workshops.

**Moved By:** R. Pshebylo

That the information be received.

**CARRIED**

**8. COMMUNICATIONS**

**9. REPORTS FROM ADMINISTRATION**

**10. NATIONAL TRUST CONFERENCE ATTENDEE UPDATE**

The Chair was in attendance at the National Trust Conference held in Ottawa, Ontario. It was recommended that a committee member attend this conference yearly. The conference provided presentations and speakers who spoke to revitalizing downtowns, streetscape character, adopting buildings, conservation of barns and many other topics.

The Committee requested that the information on the City of Ottawa's Mature Neighbourhood Streetscape Analysis be circulated to the Committee.

**Moved By:** D. Mercier

That the information be received.

**CARRIED**

**11. 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 subcommittee met on October 19, 2017. During their meeting they extended the deadline for the awards to October 27th to allow for additional nominations. They were in receipt of 11 nominations.

**Moved By:** R. Schmid

That the information be received.

**CARRIED**

**12. REQUEST FOR PRESENTATION TO COMMITTEE - DR. KEITH CARLSON [File No. CK. 225-18]**

The Committee Assistant provided an email from Councillor H. Gough dated October 12, 2017, requesting the invite of Dr. Keith Carlson to speak to the Committee on the topic of intangible heritage.

The Committee was advised that Dr. Carlson has been reached out to and is interested in coming to speak to the Committee.

**Moved By:** J. Scott

That Dr. Keith Carlson be invited to provide a 20 minutes presentation to the committee related to intangible heritage.

**CARRIED**

**13. COMMITTEE REFERENCE BINDER [File No. 225-18]**

The Committee Assistant requested the input of the Committee related to content of the reference binder.

The Committee advised that having past files related to the Heritage Awards and Doors Open Events, Heritage Register, Heritage Materials Strategy would be beneficial. The Committee also requested to have a presentation from Administration related to reviewing reports and the approval process.

**Moved By:** P. Lichtenwald

1. That an invitation be extended to the Administration; and
2. That the committee reference binders be updated as discussed.

**CARRIED**

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

The Committee reviewed the current statement of expenditures.

**Moved By:** R. Pshebylo

That the information be received.

**CARRIED**

**15. PUBLICATIONS**

The following publications were received by the Committee:

- Heritage Saskatchewan Newsletter - October 10, 2017
- Heritage Saskatchewan Newsletter - October 23, 2017

**Moved By:** D. Greer

That the information be received.

**CARRIED**

**16. ADJOURNMENT**

The meeting adjourned at 12:05 p.m.

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Ms. M. Schwab, Chair

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Ms. H. Thompson, Committee Assistant