



*City of*  
**Saskatoon**

Office of the City Clerk

222 - 3rd Avenue North ph 306•975•3240  
Saskatoon, SK S7K 0J5 fx 306•975•2784

March 27, 2014

Ms. Carla Duval-Tyler, Chair  
Ms. Maggie Schwab, Vice-Chair  
Councillor C. Clark  
Ms. Darla Wyatt  
Mr. Peter Kingsmill  
Mr. Mike Velonas  
Mr. Michael Williams  
Mr. Lloyd Minion

Ms. Dorothea Funk  
Mr. Robert McPherson  
Ms. Lenore Swystun  
Ms. Janet Glow  
Ms. Signa Daum Shanks  
Mr. Don Greer  
Mr. Brent Penner  
Ms. Patti McGillivray

Dear Committee Members:

**NOTICE OF MEETING  
MUNICIPAL HERITAGE ADVISORY COMMITTEE**

Please take note of the following meeting of the above-noted Committee:

**DATE: Wednesday, April 2, 2014**

**TIME: 11:30 a.m.**

**PLACE: Committee Room "A", Second Floor, North Wing, City Hall**

A copy of the agenda is attached.

**Please notify the City Clerk's Office in advance of the meeting if you are unable to attend.**

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Yours truly,

**Janice Hudson, A/Secretary  
Municipal Heritage Advisory Committee**

JH:lo

**Attachment**

- cc: Director of Recreation & Sport, Community Services Department
- Director of Community Development, Community Services Department
- Urban Design Manager, Neighbourhood Planning, Community Services Department
- Heritage and Design Coordinator, Planning and Development, Community Services Department
- Senior Planner II, Development Review Section, Community Services Department
- Director of Planning and Development, Community Services Department
- Director of Communications
- City Manager
- City Solicitor

**Quorum Requirements: 9 members**

**The date of the next meeting is May 7, 2014.**

## AGENDA

(OPEN TO PUBLIC)

### MUNICIPAL HERITAGE ADVISORY COMMITTEE

WEDNESDAY, APRIL 2, 2014 AT 11:30 A.M., COMMITTEE ROOM "A"

1. Minutes - of meeting held on March 5, 2014.
  
2. Report of the Chair  
(File No. CK. 225-18)
  
3. 2013 Annual Report  
(File No. CK. 430-27)

For the Committee's information, the 2013 Annual Report of the Municipal Heritage Advisory Committee was approved for submission to City Council through the Planning and Operations Committee. It was received as information by City Council at the meeting held on March 3, 2014.

4. 2013 – 2014 Heritage Awards Final Report  
(File No. CK. 710-38)

Attached is a final report of the Heritage Awards Administrator regarding the 2013 - 2014 Heritage Awards Program.

Ms. Kim Ali, On Purpose Leadership, will be in attendance to review the report.

5. Report of the Heritage Coordinator  
(File No. CK. 225-18)
  
6. Heritage Policy and Program Review – Implementation  
(File No. CK. 710-1)

Attached is a memorandum from the A/Secretary, Municipal Heritage Advisory Committee dated March 13, 2014, to the Secretary of the Planning and Operations Committee regarding the above.

AGENDA  
(OPEN TO PUBLIC)  
MUNICIPAL HERITAGE ADVISORY COMMITTEE  
Wednesday, April 2, 2014  
Page 2

The Planning and Operations Committee, at its meeting held on March 25, 2014, considered the memorandum and attached report as requested, and resolved that same be submitted to City Council recommending:

- 1) that the revised Civic Heritage Policy No. C10-020, as outlined in the report of the General Manager, Community Services Department dated February 11, 2014, and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved; and
- 2) that the Saskatoon Register of Historic Places be created and made publicly available.

The item is on City Council's meeting agenda of March 31, 2014. Ms. Duval-Tyler and/or Heritage and Design Coordinator Gutmann will provide an update.

7. Civic Heritage Program Annual Report – 2012 and 2013  
(File No. CK. 430-34)

Attached is a report of the General Manager, Community Services Department dated March 19, 2014, providing an update of the Civic Heritage Program activities that occurred in 2012 and 2013.

8. Proposed Cell Tower – Forestry Farm Park and Zoo  
(File No. CK. 230-3)

The Planning and Operations Committee at its meeting held on February 25, 2014, considered a memorandum from the Committee Assistant, Municipal Heritage Advisory Committee, requesting that the Planning and Operations Committee consider revising the Antenna Systems Policy to include a statement that the Community Services Department work with the relevant groups, including the Municipal Heritage Advisory Committee, with regard to municipal, provincial, or national sites that are of historical significance.

The Committee resolved that the Administration report back regarding incorporating consultation on heritage-related matters in the policy regarding cell phone towers.

AGENDA  
(OPEN TO PUBLIC)  
MUNICIPAL HERITAGE ADVISORY COMMITTEE  
Wednesday, April 2, 2014  
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9. Architectural Heritage Society of Saskatchewan  
Invitation to Annual General Meeting  
(File No. CK. 225-18)

The attached invitation was previously circulated to the Committee via email and is included in this agenda as a reminder, and for any follow-up discussion.

10. Articles for Newspaper  
(File No. CK. 710-1)

Attached is a copy of the second article written by Lucas Richert which was published in the March 17, 2014 issue of the Saskatoon Express.

11. Publications and Miscellaneous  
(File No. CK. 225-18)

The following will be available for review at the meeting:

- a) *Worth* – Saskatchewan’s Architectural Heritage Magazine (Volume 26 Issue 1 Spring 2014)
- b) *Heritage* – The Magazine of Heritage Canada The National Trust (Vol. XVII, No. 1)
- c) Thank You card – from the Board of Directors of the Heritage Festival of Saskatoon

2013-2014

4

# *Heritage Awards Final Report*



Prepared by On Purpose Leadership  
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.<sup>1</sup>

## 2013-2014 Awards

This year, the Heritage Awards were presented on Monday, February 9<sup>th</sup> in City Council Chambers during the public portion of 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 six of the eight available categories:

- Restoration-Exterior – Nutana Collegiate Institute
- Honourable Mention – Restoration Exterior – A.L. Cole Pumphouse
- Adaptive Re-Use – Affinity Credit Union Campus
- Sensitive Addition – Affinity Credit Union Campus
- Heritage Space – Stonebridge Special Use Parks
- Education – Saskatoon Heritage Society and Don Kerr, Editor for the Saskatoon History Review

No winners were named in the Volunteer Service, Restoration-Interior and Sensitive Infill categories this year.

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

## ***City of Saskatoon Support***

**Joyce Fast**—Lead, Coordination

**Lori O'Brien**—Coordination

**Christine Gutmann**—Heritage Expertise

## ***Program Coordination***

*On Purpose Leadership, represented by:*

**Megan Orr**—Event and Meeting Coordinator

**Kim Ali**—Project Manager

## ***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
- Peggy Sarjeant, Saskatoon Heritage Society

## **Overview of Event Day**

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

### ***Awards Presentation***

The presentation of the Heritage Awards took place in City Council Chambers during the public portion of the regularly scheduled Council meeting starting at 6 PM. This has a number of benefits including the formal/official setting, and the attendance of all councillors, the Mayor, and Saskatoon media.

### ***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 partake in a brief 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 Bassment. 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 and Bridges in October. Additional ads were placed in the Star Phoenix when the date was pushed back. . See Appendix for copies of the advertisements.

### ***News Articles***

The Saskatoon Express printed an article in their March 17 edition.

The Saskatchewan's Architectural Society Magazine (WORTH) produced a two page centre spread complete with pictures highlighting the Heritage Award winners for their spring publication 2013-2014.

### ***Television Coverage***

Global Saskatoon and CTV reported on the Heritage Awards Program on their February 9 evening newscast, and on their morning shows February 10. 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
- 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 her City Clerk's Office staff were a tremendous resource and support to On Purpose Leadership in carrying out the event. Christine Gutmann 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 Saskatoon media are very interested in the program.

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

### **What should be done differently?**

The deadline for awards was pushed back from November 8 to November 29, which led to complications with the review process. The jury was not able to meet to do the tours until December 16, which led to a delay in the decisions, and the work that needed to be completed prior to the event. It is noted that 90% of the applications come in on the last day or two before the deadline.

There were a number of questions and issues that came up in the judging process. Some of the issues are related to the clarity of the language in the Awards Criteria. The criteria and process needs a thorough review.

We provided the opportunity for electronic submissions, as well as offline submissions. Very few took up the offer on providing their submissions online. Offline submissions are often hand written so hard to read. Receiving the submissions online provides a much more efficient process.

## **Coordinator Recommendations**

### ***Re-evaluate Marketing and Advertising Strategies***

- Focus early marketing on developing community awareness—the Heritage Awards present a strong opportunity for community engagement
- Set up and maintain electronic database so individuals in stakeholder groups (architects, designers, journeypersons) can be communicated with efficiently
- Choose a deadline date and stick to it.
- Increase advertising investment to improve visibility of the event day.
- Book a paid advertisement in the Star Phoenix announcing the winners.

- Continue to provide Heritage Award winner information to local publications such as HOME Magazine, WORTH Magazine, etc. to increase public knowledge of Heritage Awards and initiatives.

### ***Awards Presentation***

- During the presentation of the awards at City Hall, present photos of the buildings on the screen in city hall chambers.

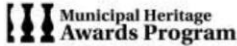

### ***Judging Process***

- Develop a guideline summary for judges, and ensure a resource person is present at the judging meeting that can answer questions regarding the judging criteria.
- Clarify process for judge selection including conflict of interest, etc.
- Clarify intention of Volunteer Award (recognition for lifetime achievement? Significant impact?).
- Review the judging evaluation sheet and provide guidance.
- Require all submissions to provide a full electronic copy of all materials. There are precedents from different committees in the City of Saskatoon (for instance public art) that maintain this requirement. This process is far more efficient for the judges as we can provide them the materials electronically, less expensive as the city doesn't have to make copies and prepare hard copies binders of all the materials, and more efficient for preparing the awards ceremony materials.
- Develop an online survey for routine feedback from participants, judges and winners.
- Add an additional component to the Coordinator Responsibilities to work with a review committee to review the criteria, the process and the implementation (March – June of the year previous to the next presentation. This review needs to be at minimum t six months before the process is implemented which happens in September. There would need to be additional funds to pay the coordinator for these responsibilities.

# Appendix A – Heritage Awards Advertising

**THE STARPHOENIX, SATURDAY, OCTOBER 12,**  
**and BRIDGES, THURSDAY OCTOBER 27**

**THE STARPHOENIX, SATURDAY, NOVEMBER 16, 2013 and**  
**SUNDAY PHOENIX, NOVEMBER 17, 2013**



**CALL FOR NOMINATIONS**

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

**(A) BUILDING, SITES & GROUNDS**

**The six project categories are:**

<ul style="list-style-type: none"><li>(i) Restoration - Exterior</li><li>(ii) Restoration - Interior</li><li>(iii) Adaptive Re-Use</li><li>(iv) Sensitive Infill</li><li>(v) Sensitive Addition</li><li>(vi) Heritage Space</li></ul>	<small>*definitions for each category are provided on the application form.</small>
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**(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 buildings and sites, genealogy and folklore.


**(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 the City's website at [www.saskatoon.ca](http://www.saskatoon.ca) (select "h" for Heritage Awards) and from Main Reception Desk, Front Lobby, City Hall, Saskatoon, Saskatchewan S7K 0J5.

The deadline for submissions is Friday, November 8, 2013 at 5:00 p.m. Any program completed prior to September 1, 2013 is eligible, including non-award winning submissions from past years.

For further information contact Sarah Nixon at 652-1479 or e mail [snixon@onpurpose.ca](mailto:snixon@onpurpose.ca).

Co-Sponsored by:

The StarPhoenix



**CALL FOR NOMINATIONS**

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

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- (iv) Sensitive Infill
- (v) Sensitive Addition
- (vi) Heritage Space

**(B) VOLUNTEER PUBLIC SERVICE**  
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Entry forms are available on the City's website at [www.saskatoon.ca](http://www.saskatoon.ca) (select "h" for Heritage Awards) and from Main Reception Desk, Front Lobby, City Hall, Saskatoon, Saskatchewan S7K 0J5.

The deadline for submissions has been extended to Friday, November 29, 2013 at 5:00 p.m. Any program completed prior to September 1, 2013 is eligible, including non-award winning submissions from past years.

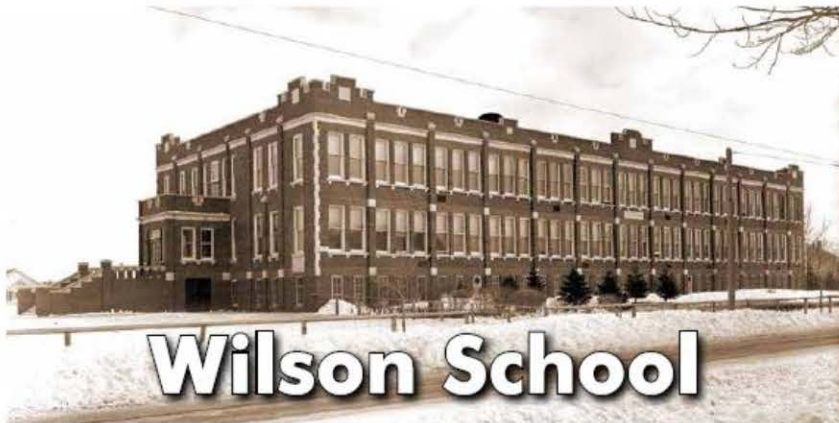
For further information contact Megan Orr at (306) 652-1479 or e mail [morr@onpurpose.ca](mailto:morr@onpurpose.ca).

Co-Sponsored by:

The StarPhoenix

## Appendix B – Article in Saskatoon Express

Publication Date: March 17 – 23 edition



Wilson School as it looked when it was built in 1915  
(Photo by Leonard A. Hillyard, A-1313, Saskatoon Public Library)

### Credit union committed to preserving history

Lucas Richert  
for the Saskatoon Express

A hundred years after its construction, North Park's Wilson School not only represents the past, it also sheds light on how we can reuse old buildings and develop an architecturally diverse city.

Cities across Canada have struggled with how they should grow and develop. Should a city grow outward? Or upward? Should older buildings make way for newer ones? Or do we need a middle ground?

As planners, politicians and property owners try to answer these questions, the concept of "adaptive reuse" ought to be considered. Adaptive reuse refers to the process of reusing an old site or building for a purpose other than the one it was built or designed for. And many people have viewed it as a significant element in both land conservation and the reduction of urban sprawl.



Wilson School is now home to Affinity Credit Union  
(Photo by Sandy Hutchinson)

What it mostly means is doing traditional restoration of an old building's exterior. Meanwhile the interior is gutted to create space with a modern look and the type of amenities people would expect in a new property.

And it is this kind of look — minimalist and sort of hip, yet flaunting the interesting parts of the building's heritage — that has made it a financially viable style of historic preservation.

In Toronto, business owners, architects and city officials have dealt with this.

"If you keep knocking down old heritage buildings and keep putting up modern buildings that could go anywhere (on the planet), pretty soon you've lost the things that make Toronto Toronto," Rollo Myers, the manager of the Architectural Conservancy of Ontario, has said.

The exact same idea applies to Saska-

toon. And Wilson School is an excellent model of adaptive reuse in action. Now home to Affinity Credit Union, Wilson School shows how a charming heritage property can be adapted, transformed, and reused. Which in turn helps connect us to our history.

And Affinity Credit Union, along with Meridian Development Corp., has been rewarded for the effort.

In early February it received awards from the City in the Adaptive Reuse and Sensitive Addition categories for re-purposing the building into office space for use by Affinity as its corporate campus.

Wilson School was built in 1914, just as the First World War began. It officially opened a year later. At the time of its opening, newspapers emphasized that it was "another reason for civic pride." It had a classic design but ultra-modern Univent registers in every room.

In 1994, due to lack of enrolment, the doors were closed, and students moved to North Park School. Then the Saskatchewan Indian Federated College purchased the building for \$450,000. Later it became home to the First Nations University of Canada.

Now 20 years later the 69,000-square-foot building offers an open-concept working space. And in keeping with the credit union's environmental strategy, it incorporates many green building features.

Other small examples of heritage and adaptive reuse on the site include keeping the old Wilson's School plaque and repurposing the original Tyndall steps into exterior benches and a reception feature. Other materials from the building were also reused during construction, including metal, glass, lumber and insulation.

"As a local credit union, we are committed to heritage conservation and have a strong commitment to being good stewards of the city's heritage resources," Affinity CEO Mark Lane said in an interview with The StarPhoenix.

"Throughout the construction process, it was important for us ... to maintain the look of the original building and to ensure it would be pleasing to the local community."

Wilson School remains a reason for civic pride, just as it was when it was built.

(This article was provided by the Municipal Heritage Advisory Committee.)



# 2013-14 Saskatoon M

**T**he Municipal Heritage Awards program is a bi-annual program, presented by the City of Saskatoon through its Municipal Heritage Advisory Committee (MHAC).

The awards are open to any business, professional, or individual that can demonstrate a significant contribution to heritage preservation in the city of Saskatoon. Nominations are opened to the general public in the fall, after which time they're reviewed by an independent panel of judges representing MHAC, the architecture and design industry, and the Saskatoon Heritage Society.

"The Heritage Awards acknowledge some of the considerable efforts being put forth to ensure the preservation and restoration of buildings of heritage value in our community," said Carla Duval-Tyler, MHAC Chair. "These awards recognize what

is often an immense amount of personal energy, time, and a financial commitment for something that benefits the entire city. Awards were presented at City of Saskatoon's Council Meeting on February 10, 2014.

The **Restoration-Exterior** category recognizes the recovery or representation of a historic place or time while protecting heritage value. Nutana Collegiate Institute is the 2013-2014 winner.

The intent of the renovation of the 100 year old building was to dramatically improve the condition and the quality living environment while maintaining the historic aspects and qualities of the facility. Historic features of this project included the replacement of the exterior windows



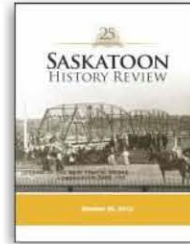
with a sympathetic design vinyl windows, masonry repointing and replacement of overhead power and telephone lines with new underground

services. The A.L.Cole Pumphouse received an honourable mention in this category. The Pumphouse Restoration project was intended to make the building accessible to potential tenants, remove debris, remove items of no interpretive value and undertake building envelope improvements to mitigate further decay of the structure. It was important to support and strengthen downtown / Riversdale relationships to the Riverfront.

In the **Adaptive Re-Use and Sensitive Addition Categories**, Affinity Credit Union Campus took home the prize.



# HAC Award Recipients



Affinity Credit Union recognized the importance of recycling something old and viewed it as a large step toward sustainable design. The overall goal was to provide a high quality, energy performance,

“Class A” office building for Affinity to use as their corporate headquarters. The former Wilson School brings together the administrative staff from four Affinity Credit Union facilities throughout the city.

The original 1928 building had to have structural upgrades to the four slabs and columns. The project now serves as an office building for approximately 200 administration staff with 170 parking spaces.

The **Heritage Space Award** was presented to the Stonebridge Special Use Parks. The Stonebridge Special Use Parks are intended to preserve

and protect the remnant Moose Jaw Trail in a natural setting while commemorating its significance in Saskatoon’s history.

As well, it is intended to serve the recreational needs of Stonebridge residents by providing a pathway system and children’s play area, as well as

interpret the Trail. The challenge was to provide a meaningful experience for park users through non-destructive means that minimised visual intrusion.

An award for **Education** was presented to the Saskatoon Heritage Society, Don Kerr, Editor for the Saskatoon Heritage Review an annual publication of the Saskatoon Heritage Society. By providing an avenue for the publication of local history articles and stories, the Review encourages research into our city’s history and architecture and educates the public about our buildings and our heritage. The magazine is made available to the public locally through bookstores, gift shops and libraries.

*Submitted by the  
Saskatoon MHAC*



# Appendix D: Photo of Recipients

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6.

**Office of the City Clerk**

To: Secretary,  
Planning & Operations Committee

Date: March 13, 2014

Phone: 3240

Our File: CK. 710-1

From: Janice Hudson, A/Secretary  
Municipal Heritage Advisory Committee

Your File:

**Re: Heritage Policy and Program Review – Implementation**

At its meeting held on March 5, 2014, the Municipal Heritage Advisory Committee reviewed a report of the General Manager, Community Services Department dated February 11, 2014, regarding the above matter, including proposed amendments to the Civic Heritage Policy.

The Committee put forward suggested changes to provide further clarity in a number of areas. The Administration supported the proposed changes and has since submitted revised Attachments 2 and 3 as a result.

The Committee subsequently resolved that the attached report be forwarded to the Planning and Operations Committee for consideration and report to City Council recommending:

- a) that the revised Civic Heritage Policy No. C10-020, as outlined in the report of the General Manager, Community Services Department dated February 11, 2014, and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved; and
- b) that the Saskatoon Register of Historic Places be created and made publicly available.

Would you please place this report before the Planning and Operations Committee at its meeting to be held on March 25, 2014.

By copy of this memo, I have advised Ms. Carla Duval-Tyler, Chair, of this meeting date and provided her with a request form should she wish to speak at the meeting.

JH  
JH

Attachment

cc: General Manager, Community Services Department  
A. Wallace, Director of Planning and Development  
C. Gutmann, Heritage and Design Coordinator  
C. Duval-Tyler, Chair, MHAC - The meeting commences at 11:30 a.m.  
Committee Room 'A', 2<sup>nd</sup> Floor, City Hall.

**TO: Secretary, Municipal Heritage Advisory Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: February 11, 2014**  
**SUBJECT: Heritage Policy and Program Review – Implementation**  
**FILE NO.: CK 710-1 and PL 710-8**

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**RECOMMENDATION:** that the following report be forwarded to the Planning and Operations Committee recommending that a report be submitted to City Council recommending:

- 1) that the revised Civic Heritage Policy No. C10-020, as outlined in this report and as set out in Attachment 2, including the Heritage Conservation Program Incentives, be approved; and
- 2) that the Saskatoon Register of Historic Places be created and made publicly available.

### **TOPIC AND PURPOSE**

The intent of this report is to update City Council on the implementation of the Heritage Policy and Program Review (Heritage Review), as well as implement priority items, including proposed amendments to Civic Heritage Policy No. C10-020 (Civic Heritage Policy), changes to Heritage Conservation Program Incentives, and the creation of the Saskatoon Register of Historic Places (Register).

### **REPORT HIGHLIGHTS**

1. Proposed amendments to the Civic Heritage Policy will expand the definition of heritage and provide strategic direction on the conservation of tangible and intangible heritage resources in the City of Saskatoon (City).
2. The Register will identify key heritage resources and properties in our community. The Register will be available to the public and will be posted on the City's website upon launching of the new website.
3. Changes to the Heritage Conservation Program Incentives are proposed to remove current disincentives to heritage conservation, develop enhanced incentive funding options for properties that do not pay taxes, and enhance the range of conservation incentives for heritage homeowners.

## **STRATEGIC GOALS**

This report supports the City's Strategic Goal of Quality of Life which states:

"Culture thrives in Saskatoon where diverse traditions, religions and languages are respected and celebrated. As a community, we find new and creative ways to showcase our city's built, natural and cultural heritage. Every citizen feels a sense of belonging."

The report also supports the City's Strategic Goal of Sustainable Growth by supporting the long-term strategy of preserving the character of heritage buildings and historic landmarks.

## **BACKGROUND**

During its March 26, 2013 meeting, the Planning and Operations Committee considered a report of the General Manager, Community Services Department, and resolved:

- "1) that the implementation plan for the Heritage Policy and Program Review be referred to the Municipal Heritage Advisory Committee for review and report back to the Planning and Operations Committee; and
- 2) that the Planning and Development Branch, following this review by the Municipal Heritage Advisory Committee, prepare reports to implement recommendations in the Heritage Policy and Program Review including identifying sources of funding where appropriate."

The report included an Implementation Plan for the Heritage Review. Attachment 1 provides an update to the priority implementation items identified in the March 26, 2013 report.

## **REPORT**

As part of the Implementation Plan for the Heritage Review, several priority items were identified. This report addresses the following priority items:

- 1) proposed amendments to the Civic Heritage Policy;
- 2) the creation of the Register; and
- 3) changes to the Heritage Conservation Program Incentives.

### **Revised Civic Heritage Policy**

The Civic Heritage Policy was created in 1996. The Administration is proposing amendments to the Civic Heritage Policy to expand the definition of heritage and provide strategic direction on the conservation of tangible and intangible heritage resources (see Attachment 2).

A companion document to the Civic Heritage Policy will be developed which will link the policy with implementation actions identified in the Heritage Review. The Administration will be submitting an information report with this companion document when it is completed.

#### Saskatoon Register of Historic Places (Register)

The Heritage Review recommended the creation of a heritage register that identifies key heritage resources and properties in our community. The Register will include:

- 1) properties that are designated as heritage properties;
- 2) properties listed under the Demolition Permit Bylaw No. 6770;
- 3) properties which have been evaluated and have achieved the criteria to be eligible for municipal designation; and,
- 4) properties listed on the Community Heritage Register. The Community Heritage Register lists properties that have heritage merit but are not Designated Municipal Heritage properties. Due to poor uptake, the Community Heritage Register will be dissolved.

Development activity on properties listed on the Register will be monitored by the Administration.

The Register would be publicly available online once the City's new website has been launched (anticipated November 2014). Attachment 3 outlines the process for creating the Register and for listing properties on the Register.

#### Heritage Conservation Program Incentives

The City's Heritage Conservation Program provides financial assistance in the form of tax abatements and grants for heritage conservation projects. Details on the incentives offered are outlined in Section 5.0 of the revised Civic Heritage Policy (refer to Attachment 2). Incentives are proposed for:

- 1) fixed elements;
- 2) non-governmental and other tax exempt properties;
- 3) heritage homes;
- 4) flexible elements; and,
- 5) maintenance grants.

Incentives are being amended to remove current disincentives to heritage conservation (e.g. access to tax incentives once every 25 years has been changed to once every 10 years), develop enhanced incentive funding options for properties that do not pay taxes, and enhance the range of conservation incentives and options for heritage home owners.

Incentives are available only for those properties that are designated a Municipal Heritage Property.

## **OPTIONS TO THE RECOMMENDATION**

City Council has the option to not support the proposed amendments to the Civic Heritage Policy or to direct the Administration to not create the Register. In this case, further direction would be required.

## **POLICY IMPLICATIONS**

The proposed amendments to the Civic Heritage Policy (see Attachment 2) will provide strategic direction for heritage conservation and reflect current best practices for heritage conservation in the city.

## **FINANCIAL IMPLICATIONS**

The Heritage Conservation Program is funded by the Operating Budget. The 2014 budgeted contribution was \$181,200, which includes a \$57,600 allocation to the Heritage Reserve Fund. The Heritage Reserve Fund provides funding for tax abatements and grants for heritage properties, research, and programming (e.g. Doors Open Saskatoon), and funding for other projects. The current balance of the Heritage Reserve Fund, as of December 31, 2013, is \$226,857.

The Administration does not anticipate that the changes to the Heritage Conservation Program will require an increased contribution to the Heritage Reserve Fund at this time. Should an implementation item require additional funding, the item will be brought forward in a separate report prior to implementation identifying the funding source.

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

The Heritage Review involved extensive stakeholder involvement including workshops and individual interviews. On March 8, 2012, a public open house was held to present the draft Heritage Review.

## **COMMUNICATION PLAN**

Marketing and promotion of the program changes have begun, including the preparation of a marketing plan, updated branding for the program, and preparation of print- and web-based materials. Marketing and promotion of the program will include an updated website, brochures, and the companion document detailed in this report.

## **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

Implementation of the priority aspects of the Heritage Review will be completed by the end of 2014.

**ENVIRONMENTAL IMPLICATIONS**

No environmental and/or greenhouse gas implications have been identified at this time.

**PRIVACY IMPACT**

There are no privacy implications.

**SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)**

There are no CPTED implications.

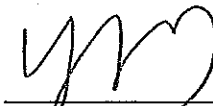
**PUBLIC NOTICE**


Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

**ATTACHMENTS**

1. City of Saskatoon Heritage Policy and Program Review
2. Draft Amendments to Civic Heritage Policy No. C10-020 – January 2014
3. Saskatoon Register of Historic Places

Written by: Christine Gutmann, Heritage and Design Coordinator

Reviewed by:   
for Alan Wallace  
Director of Planning and Development

Approved by:   
Randy Grauer, General Manager  
Community Services Department  
Dated: February 21, 2014

Approved by:   
for Murray Totland, City Manager  
Dated: Feb 26/2014



**CITY OF SASKATOON HERITAGE POLICY AND PROGRAM REVIEW**  
**Priority Implementation Items – January 2014**

During its March 26, 2013 meeting, the Planning and Operations Committee considered a report of the General Manager, Community Services Department, which identified items from the Heritage Policy and Program Review (Heritage Review) which were considered to be a priority for implementation. This chart provides an update to these priority items. Items 1, 2, and 3 are being implemented through the January 21, 2014 report. Implementation of the priority aspects of the Heritage Review will be completed by the end of 2014.

ITEM NO.	ITEM	EXPLANATION	STATUS
1	Civic Heritage Policy	A new Civic Heritage Policy will expand the definition of heritage and provide direction for the conservation of tangible and intangible heritage resources.	Completed through the adoption of the new Civic Heritage Policy.
2	Saskatoon Register of Historic Places (Register)	The Heritage Review recommended the creation of a heritage register that identifies key resources and properties in our community. Development activity on the properties will be monitored by the Administration.	Completed through the creation of the Register.
3	Heritage Conservation Program Incentives	The Heritage Conservation Program Incentives are being amended to provide property owners with new incentives and to streamline the process in some cases.	Completed through the adoption of the new Civic Heritage Policy.
4	Evaluation of Heritage Significance	The Heritage Review recommended that a thematic method and the development of Statements of Significance (SOS) for evaluating heritage significance be used. These methods are consistent with the Standards and Guidelines for the Conservation of Historic Places in Canada.	Following review by the Municipal Heritage Advisory Committee (MHAC) and stakeholders, the Administration will implement this method to evaluate heritage significance.
5	Official Community Plan (OCP) and Zoning Bylaw Amendments	The OCP and Zoning Bylaw will be amended to allow for greater flexibility in the redevelopment of heritage properties.	Administration will be submitting a report to the Municipal Planning Commission outlining changes to the OCP and Zoning Bylaw.
6	Changes to the Heritage Property (Approval of Alterations) Bylaw No. 8356	The Heritage Property (Approval of Alterations) Bylaw No. 8356 will be revised to delegate approval to the Administration of minor alterations and repairs.	Administration will be submitting a report to MHAC outlining changes be made to the Heritage Property (Approval of Alterations) Bylaw No. 8356.

**CITY OF SASKATOON HERITAGE POLICY AND PROGRAM REVIEW**  
**Priority Implementation Items – January 2014**

ITEM NO.	ITEM	EXPLANATION	STATUS
7	MHAC Mandate	The Heritage Review recommended the MHAC be enabled to bring issues to City Council that are of heritage importance. Currently the MHAC mandate states that it can advise City Council on heritage issues; however, the mandate does not specifically state that issues can be brought forward to City Council.	Administration will be submitting a report on this.
8	Marketing, Promotion, and Rebranding	Marketing and promotion of the program changes will be undertaken.	Administration will prepare marketing materials and promote the changes to the heritage program.
9	Research – Municipal Best Practices	Further research will be undertaken to identify and assess municipal best practices and economic case studies for heritage integration.	Administration will conduct research of other jurisdictions.
10	Research – Economic Case Studies	Economic case study of existing heritage conservation projects will be undertaken.	Administration will conduct research to measure the economic impact of heritage conservation in Saskatoon.
11	City-Owned Heritage Property	Identify city-owned assets and prepare conservation and maintenance agreements for these properties.	This is a large project and may require additional financial resources. (Due to resources, this project may not be commenced until 2015).

## Draft Amendments to Civic Heritage Policy No. C10-020 – January 2014

### 1.0 Purpose

To support and facilitate the conservation, management, and interpretation of both tangible and intangible heritage resources, including documentary heritage, in a planned, selective, and cost-feasible manner for the benefit of current and future generations of Saskatoon citizens and visitors.

### 2.0 Definitions

In its broadest sense, heritage is any resource or group of resources, natural or cultural, tangible or intangible, that a community recognizes for its value as a witness to history or memory. The preservation of our heritage resources is essential to the character of our city. Protection and conservation can coexist with growth and redevelopment.

- a) Built Heritage/Tangible Heritage – Physical objects and sites including buildings, landscapes, streetscapes, structures, monuments, installations, or physical remains.
- b) Built Heritage Database – An inventory of properties that have been identified, based on specific criteria, to have heritage value.
- c) Cultural Landscape – A landscape designed and created intentionally by man; an organically evolved landscape which may be a relict (or fossil) landscape or a continuing landscape; or an associative cultural landscape which may be valued because of the religious, artistic, or cultural associates of the natural element.
- d) Documentary Heritage – A document that records something with a deliberate intellectual purpose. Elements considered as part of this includes: mobile; consists of signs/codes, sounds and/or images; can be conserved (the supports are inert elements); can be reproduced and transported; is the result of a deliberate documentation process. These characteristics exclude elements that are part of a fixed structure.
- e) Fixed Elements – Architectural elements of a building that are considered heritage elements.
- f) Flexible Elements – Flexible support services which can enhance a heritage structure. This may include, but is not limited to, working to developing building code equivalencies; providing streetscaping elements which enhance the heritage structure, or rezoning by agreement for adaptive reuse of the property.
- g) Heritage Home – A municipally designated heritage building that is a residential dwelling for up to four units.
- h) Heritage Impact Statement – A study to evaluate the impact a development may have on the heritage resource and recommend options for conservation of the resource.
- i) Heritage Value – The aesthetic, historic, scientific, cultural, social, or spiritual importance or significance for past, present, or future generations. The heritage value of a historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses, and cultural associates or meanings.
- j) Intangible Cultural Heritage – The practices, representations, expressions, knowledge, skills, as well as the instruments, objects, artifacts, and cultural spaces associated therewith, that communities, groups, and, in some cases, individuals recognize as part of their cultural heritage; constantly recreated by communities and groups in response to their environment, their interaction with nature, and their history which provides them with a sense of identity and continuity, thus promoting respect for cultural diversity and human activity.

- k) Municipally Designated Properties – Municipally Designated Properties are recognized as being of major significance to the history of our community. The owner of a Municipally Designated Property is required to maintain the property and must have civic approval to alter the heritage elements of the property. This protection is in the form of a bylaw, which is registered against the title of the property, and continues to apply when ownership changes.
- l) Natural Heritage – A resource which has biological, ecological, geological, or similar environmental or scientific significance, and/or an area where there is detectable archeological and paleontological evidence.
- m) Saskatoon Register of Historic Places (Register) – A list of sites with qualities or characteristics that are recognized as having significant heritage value. Sites listed on the Register are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program.

### 3.0 Objectives

- a) To identify and conserve Saskatoon's tangible and intangible heritage resources and recognize their importance in telling the story of Saskatoon;
- b) To provide property owners of heritage buildings with incentives for successful conservation projects; and,
- c) To create the Register to establish the list of sites which are deemed to be significant.

### 4.0 Policy

The City has a key role to play in supporting and facilitating the conservation of Saskatoon's Heritage resources.

#### 4.1 Heritage Inventory and Evaluation

The City will identify and maintain an inventory of Heritage Resources through the Built Heritage Database and Register. The City will:

- a) Identify and document the City's Heritage Resources through the development and maintenance of the Built Heritage Database.
- b) Create and maintain the Register, which is an official listing of sites considered to have heritage value. Sites listed on the Register are federally, provincially, municipally designated or achieve the criterion to be eligible for Municipal Heritage Designation under the Heritage Conservation Program. The Register will be updated regularly and will be accessible to the public. Monitoring of the sites listed on the Register will provide the opportunity for intervention to achieve better outcomes for protection of heritage.
- c) Evaluate heritage resources considered for municipal designation using a consistent evaluation methodology to determine heritage significance, heritage value, and character defining features.
- d) Determine situations where immediate consideration should be given to the designation of any heritage resource if that resource is threatened with demolition or adverse impacts which may affect its heritage value as outlined in *The Heritage Property Act*.

#### 4.2 Conservation of Heritage Resources

The conservation of heritage resources helps to achieve sustainability objectives including conservation of sites, neighbourhoods and infrastructure. The City will:

- a) Support the conservation of heritage properties through incentives provided to encourage property owners in the conservation of heritage properties.
- b) Offer both monetary and non-monetary incentives to Designated Municipal Heritage Properties for the preservation, rehabilitation, and restoration of character defining elements as outlined in Section 5.0 of this policy.

#### 4.3 Education and Awareness

The City will:

- a) Support heightened awareness of the value and issues regarding preservation of Saskatoon's historic resources.
- b) Provide information on the City's policies, processes, and actions for the preservation of historic resources.
- c) Promote and publicize the heritage of Saskatoon and provide support to partners who tell the Saskatoon story through both paper and digital formats and other related means.
- d) Incorporate local history interpretive elements through plaques, public art, and other opportunities as they present themselves in the public realm.

#### 4.4 Neighbourhood Heritage Resource and Heritage Conservation Districts

- a) Existing housing stock provides a pool of affordable housing in established neighbourhoods. Planning for the sustainable development of established neighbourhoods will be based on their historic identity to ensure that development in residential areas is compatible with existing form and character.
- b) The City may establish Heritage Conservation Districts or areas of heritage interest to recognize, protect, and enhance the character of distinct heritage areas in the City.

#### 4.5 Conservation of Natural Areas and Archaeological Sites

- a) The City will identify and protect important ecosystems and other natural areas and archaeological sites as part of the land development process.
- b) The conservation of natural areas and archaeological sites will be implemented through Section 9.2 of Official Community Plan Bylaw No. 8769.
- c) The City will work with Provincial authorities to ensure the protection of archaeological resources.

#### 4.6 Cultural Landscapes

The City will recognize the valuable role cultural landscapes play in preserving the cultural identity of Saskatoon and will work to conserve them.

- a) The City will advance understanding and knowledge of cultural landscapes.
- b) Where pressures exist for change, the City will work to achieve a balance between competing needs. The identification of character-defining elements will play an important role in this. The City will involve other interested parties in the process as appropriate.

- 4.7 Artifacts**
- a) The City will identify, conserve, and interpret artifacts that relate to its own history as a municipal government and to the history of the development of Saskatoon.
  - b) The City will explore opportunities for permanent display of artifacts.
- 4.8 City Archives**
- a) Matters related to City Archives are dealt with through the records management component of the City Clerk's Office. The relevant policies will be cross-referenced to ensure an integrative approach.
- 4.9 The City as a Property Owner**
- a) As a property owner, the City will develop a proactive heritage review and evaluation process which will identify city-owned heritage property at a time when the structure is still in use.
  - b) Management plans for city-owned heritage properties will be based on the following principles: protect, manage, program and interpret.
- 4.10 The Municipal Heritage Advisory Committee**
- The Municipal Heritage Advisory Committee has been established to advise City Council on any matters arising from *The Heritage Property Act* or its regulations and on the Civic Heritage Policy. The Committee's mandate is outlined in the Municipal Heritage Advisory Committee Terms of Reference.
- 4.11 Standards and Guidelines for the Conservation of Historic Places in Canada**
- Standards and Guidelines for the Conservation of Historic Places (Standards and Guidelines) in Canada provides advice to achieve good heritage conservation practice. The City will use the Standards and Guidelines as a bench mark to assess the conservation interventions proposed for designated municipal heritage buildings.
- 4.12 Heritage Impact Statements**
- The City may require developers of large scale projects that include or are adjacent to heritage resources to prepare a heritage impact statement pertaining to designation and a conservation plan.
- 4.13 City History**
- The City will interpret its own history as a municipal government, the history of city-owned heritage properties and the history of the development of Saskatoon.
- 5.0 Heritage Conservation Program Incentives**
- The City may offer financial or tax-based support to projects that meet the following:
- 5.1 General Eligibility Criteria**
- The City may offer financial or tax-based support to projects involving Municipally Designated Properties. The property owner must maintain the property and must have civic approval to alter the character defining elements of the property. The municipal designation is in the form of a bylaw, which is registered against the title of the property and continues to apply when ownership changes. Other conditions might include specific requirements on how the property

is to be conserved, restored, or adapted to a new use. Examples may include an approved preventative maintenance plan or public access to a commercial property.

## 5.2 Incentives for Fixed Elements

Incentives are available to property owners of municipally designated properties for fixed elements. Fixed elements provide property owners with a degree of certainty necessary for successful planning and assure the City of a long-term future for the structure.

- a) The incentive shall be in the form of a tax abatement of 50 percent of the costs related to restoration of architectural elements and renovations to meet building code requirements where it affects heritage elements of the building to a maximum of \$150,000 over a ten-year period. Additional funding may be approved by City Council in exceptional circumstances.
- b) The tax abatement may be suspended or revoked if the property owner does not comply with the conditions of the bylaw.
- c) Incentives in the form of tax abatements cannot exceed the amount of taxes in any current year. There will be no abatement of outstanding or current taxes.
- d) The maximum amortization period is ten years. Within a ten-year period, an owner may make more than one application provided the total amount does not exceed \$150,000.
- e) Where the maximum of \$150,000 has been reached, applicants cannot apply for funding under this program for ten years after the initial approval date.
- f) The property owner is eligible for a refund of 50 percent of any building permit and development permit fees.
- g) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

## 5.3 Incentives for Non-Governmental and Non-Profit Tax Exempt Properties

This incentive applies to non-governmental and non-profit tax-exempt properties. The following applies to this incentive:

- a) The incentive shall be in the form of a grant to a maximum of \$75,000. Additional funding may be approved by City Council in exceptional circumstances.
- b) Grants in excess of \$10,000 will be amortized over a period of up to ten years.
- c) Tax exempt properties can apply for funding once every ten years.
- d) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.
- e) Property owners can only apply for funding once every ten years.

## 5.4 Heritage Home Incentives

Heritage Home owners are eligible for the fixed element incentive described in this policy. In addition, Heritage Home owners are eligible for the following:

- a) Heritage Home designations will be applied to one- and two-unit dwellings and residential conversions of up to four units.
- b) The applicant may choose to have funds paid out as a grant for funding under \$10,000 (based on 50 percent of total project costs). The grant will be issued to the property owner once the project has been completed.

- c) In the circumstances where the approved tax abatement is greater than the property taxes, a grant will be provided to the property owner for the difference over the amortization period.
- d) In return for the assistance provided, the owner will agree to certain conditions designed to protect and conserve the structure in an appropriate way.

**5.5 Incentives for Flexible Elements**

Incentives are available to property owners for flexible elements. Flexible elements enable the property owner and the City to work together to ensure the unique needs and characteristics of the heritage property itself are addressed. The City will negotiate an appropriate "bundle" of flexible support services for each individual property. This may include working to develop building code equivalencies, providing streetscaping elements which enhance the heritage structure, or rezoning by agreement for adaptive reuse of the property.

**5.6 Maintenance Grants**

Incentives are available to designated property owners for maintenance, as follows:

- a) Maintenance grants are available only for designated properties not currently receiving tax abatement.
- b) Eligible properties are eligible for a grant once every ten years.
- c) The incentive shall be in the form of a grant of 50 percent of the costs of the project to a maximum \$ 5,000.

**6.0 Responsibilities**

**6.1 General Manager, Community Services Department, shall be responsible for:**

- a) Administering this policy and recommending updates to this policy;
- b) Incorporating this policy in the Official Community Plan, relevant City Plans, and other statutory documents;
- c) Applying other policies and plans administered by the department consistently with this policy; and
- d) Recommending annual budget requirements to implement the procedures relative to this Policy.

**6.2 Municipal Heritage Advisory Committee shall be responsible for:**

- a) Assisting in the development and implementation of this policy and providing recommendations relating to the policy to the Planning and Operations Committee for consideration as outlined in Section 4.10 of the policy.

**6.3 Planning and Operations Committee shall be responsible for:**

- a) Reviewing proposed policies and policy revisions and referring such policies to City Council for approval.

**6.4 City Council shall be responsible for:**

- a) Reviewing and approving any proposed policies and policy revisions as recommended by the Municipal Heritage Advisory Committee and the Planning and Operations Committee.



### Saskatoon Register of Historic Places

The Saskatoon Register of Historic Places (Register) is an official list of sites considered to have heritage value. The Register will be managed under the Heritage Conservation Program. The sites listed are Designated Municipal Heritage Properties, properties identified under Demolition Permit Bylaw No. 6770, and those properties which have achieved the criterion to be eligible for municipal heritage designation. The Register will be publically available online when the City's new website is launched (anticipated November 2014).

#### **Process to Create the Register:**

Step 1: Request City Council to adopt a recommendation to create the Register as part of the updated Civic Heritage Conservation Program.

Step 2: Create and populate the Register list with:

- All Designated Heritage Properties (Federal, Provincial, Municipal);
- Properties listed within Demolition Permit Bylaw No. 6770; and
- Properties listed on the Community Heritage Register (contact with property owners will be made prior to placing these properties on the Register).

Step 3: Evaluate properties on the Built Heritage Database (BHD)

- Contact property owners; and
- Recommend properties to Municipal Heritage Advisory Committee (MHAC) to be included as they are evaluated.

#### **Process for Listing Properties on the Register:**

- 1) Planning and Development Division performs research and evaluation on properties;
- 2) Planning and Development Division contacts the property owner and advises them that their property is recommended to be added to the registry;
- 3) Planning and Development Division makes a recommendation to the Planning and Operations Committee;
- 4) Planning and Operations Committee refers the recommendation to MHAC for comment;
- 5) recommendation is sent back through Planning and Operations Committee and then to City Council for approval;
- 6) properties are listed on City of Saskatoon website; and
- 7) properties can be removed from the Register at the request of MHAC. For example: demolition, unsympathetic renovation to property, request of property owner. (Note: removal of properties follows the same procedure as addition to.)



**TO: Secretary, Municipal Heritage Advisory Committee**  
**FROM: General Manager, Community Services Department**  
**DATE: March 19, 2014**  
**SUBJECT: Civic Heritage Program Annual Report - 2012 and 2013**  
**FILE NO.: CK. 430-34 and PL. 430-9**

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**RECOMMENDATION:** that a copy of this report be forwarded to the Planning and Operations Committee recommending that it be submitted to City Council for information.

### **TOPIC AND PURPOSE**

The purpose of this report is to provide an update of the Civic Heritage Program activities that occurred in 2012 and 2013. A work program for the Heritage and Design Coordinator is also included to provide an overview of the range of duties performed by this position.

### **REPORT HIGHLIGHTS**

1. There are approximately 1,500 documented properties in Saskatoon with significant heritage value.
2. The Heritage Policy and Program Review (Heritage Review) is now complete and the implementation phase is about to begin.
3. The City's Heritage Conservation Program includes many events and projects that increase education and awareness about community heritage, as well as incentives to support the conservation of important properties.

### **STRATEGIC GOALS**

This report supports the City's Strategic Goal of Quality of Life, which states:

"Culture thrives in Saskatoon where diverse traditions, religions and languages are respected and celebrated. As a community, we find new and creative ways to showcase our city's built, natural, and cultural heritage. Everyone feels a sense of belonging."

This report also supports the City's Strategic Goal of Sustainable Growth by supporting the long-term strategy of preserving the character of heritage buildings and historic landmarks.

### **BACKGROUND**

An audit of the Civic Heritage Program was completed in 2004, at which time it was recommended that the Civic Heritage Program report to City Council annually. The last annual report for the Civic Heritage Program was provided in 2011. This report is an update of activities that occurred in 2012 and 2013.

The Heritage and Design Coordinator position administers the Civic Heritage Program within the Planning and Development Division, Community Services Department.

## REPORT

This report provides an update of the Heritage Conservation Program activities that occurred in 2012 and 2013. A work program for the Heritage and Design Coordinator is also included to provide an overview of the range of duties performed by this position.

### Properties with Documented Heritage Value

The following chart identifies documented properties of historical significance or potential historical significance:

Type of Listing	Number of Properties
Heritage Database	1,452
Municipal Designated Properties	36
Provincial Designated Properties	2
National Heritage Sites	4
Community Heritage Registry	2
Holding Bylaw	34

Attachment 1 contains a list of sites that have national, provincial, or municipal designations, are listed on the Community Heritage Register, or included on Demolition Permit Bylaw No. 6770 (Holding Bylaw).

### Heritage Policy and Program Review

The Heritage Review was completed in July 2012, and a final report was presented to the Planning and Operations Committee during its September 4, 2012 meeting. The scope of the Heritage Review was to critically review the City's existing Heritage Conservation Program and to develop informed policy and program improvements.

A further report was received by the Planning and Operations Committee on March 26, 2013, which outlined priority implementation items for the Heritage Review. The implementation plan includes short, medium, and long-term recommended actions.

## Civic Heritage Conservation Program Highlights

### Designated Sites

The following site/building was designated by City Council as Municipal Heritage Property:

- 1) the W.J. English House located at 932 University Drive in Nutana-February 11, 2013.

### Heritage Education, Awareness, and Incentives

City Council approved funding for the following heritage projects:

- 1) conservation of the artifacts from the S.S. City of Medicine Hat for \$42,000 - November 26, 2012.
- 2) rehabilitation of the Broadway Theatre overhanging sign at 715 Broadway Avenue for \$10,000 - September 23, 2013.

Funding for these projects was allocated from the Heritage Reserve Fund.

The Civic Heritage Program provided support for the following education and awareness projects:

1. The Sutherland Forest Nursery (Saskatoon Forestry Farm Park and Zoo) celebrated its centennial anniversary in May 2013. The Civic Heritage Program provided financial assistance for this event and the Heritage and Design Coordinator was on the organizing committee.
2. The 2012 Heritage Awards were presented at the February 6, 2012 meeting of City Council.
3. Doors Open is an event whereby buildings of architectural and historical significance, which are not normally open to the public, open their doors to visitors. Doors Open retained the services of On Purpose Leadership to organize the 2013 event, with the City, Saskatoon Heritage Society, and MHAC participating. This event was held on June 2, 2013, and was attended by over 3,000 people visiting 20 buildings.
4. The City and MHAC share a display table at the annual Heritage Festival of Saskatoon at the Western Development Museum in early February.

### Tax Incentives in 2013

City Council approved tax abatements through the Heritage Conservation Program for the following:

- 1) repairs and maintenance to the exterior of the building at 609 King Street for \$1,000;
- 2) exterior painting of the building at 932 University Drive for \$2,600; and

- 3) exterior repairs including mortar, brick pointing and preparing, and painting window frames at 1018 McPherson Avenue for \$17,500.

#### Heritage Parks

The City partnered in the Moose Jaw Trail Project at Patricia Roe and Mark Thompson Parks in Stonebridge. The park was unveiled on September 27, 2013.

#### Heritage Conservation Program Incentives

The Heritage Conservation Program provides funding for Designated Heritage Properties. Funding is provided in the form of a tax abatement or grant, depending on the funding request. Attachment 2 is a list of properties currently receiving tax abatements.

The Facade Conservation and Enhancement Grant Program is a new program developed in 2013. The program combined the Facade Appearance Grant Program and the Facade Rehabilitation and Renovation Grant Program. The annual program provides funding for facade improvements in the key commercial areas throughout the City. The project is funded by both the Heritage Conservation Program and by Urban Design. The Heritage Conservation Program provides \$10,000 annually to this program for projects that conserve heritage elements to property facades.

#### 2014 Work Plan

A detailed Work Plan for 2014 is included as Attachment 3. Projects that are slated for 2014 include:

- 1) implementation of the Heritage Review;
- 2) funding of an enhanced inventory of the Capitol Theatre artifacts; and
- 3) inventory of the City's vintage signs located on building facades.

#### PUBLIC NOTICE


Public Notice, pursuant to Section 3 of Public Notice Policy No. C01-021, is not required.

#### ATTACHMENTS


1. List of Designated Properties, Community Heritage Register Properties and Holding Bylaw Properties
2. Properties Currently Receiving Funding (Tax Abatements) Under the Heritage Conservation Program
3. Heritage and Design Coordinator 2014 Work Plan

Written by: Christine Gutmann, Heritage and Design Coordinator

Reviewed by:

  
\_\_\_\_\_  
Alan Wallace  
Director of Planning and Development

Approved by:

  
\_\_\_\_\_  
Randy Grauer, General Manager  
Community Services Department  
Dated: March 21, 2014

cc: Murray Totland, City Manager

S:/Reports/DS/2014/MHAC – Civic Heritage Program Annual Report – 2012 and 2013/kt

**List of Designated Properties, Community Heritage Register Properties,  
and Holding Bylaw Properties**

**Designated Heritage Properties**

**Land Titles Office	311 21st Street East
*College Building	105 Administration Place
Albert School	610 Clarence Avenue
Alexander Residence	1020 Spadina Crescent East
Arrand Block	520 - 524 11th Street
Broadway Theatre	715 Broadway Avenue
Bowerman House	1328 Avenue K South
*CPR Station	305 Idylwyld Drive North
F.P. Martin House (1 and 2)	716 and 718 Saskatchewan Crescent
Fairbanks Morse Warehouse	14 23rd Street East
Former Fire Hall No.3	612 11th Street East
Hutchinson Building	144 2nd Avenue South
Little Chief Service Station	344 20th Street West
*Superintendent's Residence	903 Forest Drive
Marr Residence	326 11th Street East
Odd Fellows Temple	416 21st Street East
Pettit/Sommerville Residence	870 University Drive
Pioneer (Nutana) Cemetery	St. Henry Avenue
Rugby Chapel	College Drive
Trounce/Gustin Residences	512 10th Street East
Thirteenth St. Terrace (Row Housing)	711 - 723 13th Street East
Main Street Electrical Substation	619 Main Street
Little Stone School House	University of Saskatchewan
St. John's Cathedral	816 Spadina Crescent
Knox Church	838 Spadina Crescent
Cambridge Court	129 5th Avenue North
Landa House	202 Avenue E South
Bottomley House	1118 College Drive
Aden Bowman House	1018 McPherson Avenue
McLean Building	263 3rd Avenue South
Larkin House	925 5th Avenue North
*Next of Kin Memorial Ave at Woodlawn Cemetery	502 2nd Avenue North
*VIA Rail (Union) Station	1800 Chappell Drive
Arthur Cook Building	306 Ontario Avenue
W.J. English House	932 University Drive
City Gardener's Site	810 Spadina Crescent West

\*National Historic Site

\*\*Provincial Designation

## Community Heritage Register Properties

Grace Westminster United Church	505 10th Street
Nurses Residence at City Hospital	609 King Street

## Holding Bylaw Properties

Adilman's Department Store	20th Street and Avenue B
Bell House	906 Saskatchewan Crescent
Bessborough Hotel	601 Spadina Crescent East
Board of Trade Office	1022 Temperance Street
Broadway Bridge	Broadway Avenue
Buena Vista School	1306 Lorne Avenue
Calder House	848 Saskatchewan Crescent East
Canada Building	105 21st Street East
Eaton's Dept. Store	3rd Avenue and 21st Street East
Flanagan/Senator Hotel	243 21st Street East
Hopkins House	307 Saskatchewan Crescent West
Hugh Cairns Memorial	Kinsmen Park
Irvine House	416 11th Street East
King George School	721 Avenue K South
MacMillan Building	135 21st Street East
The Normal School	1030 Idylwyld Drive North
Powe Residence	100 115th Street West
R.J.D. Williams School	221 Cumberland Avenue
Roxy Theatre	320 20th Street West
Royal Bank	241 2nd Avenue South
Rumely Warehouse	224 226 Pacific Avenue
Saskatoon Club	417 21st Street East
Saskatoon Collegiate Institute	411 11th Street East
Schrader House	321 6th Avenue North
St. George's Ukrainian Catholic Church	214 Avenue M South
St. Joseph's Church	535 8th Street East
St. Mark's Anglican Church	1406 8th Avenue North
Star Phoenix Clock	5th Avenue North near 24th Street
Stewart's Drug Store	810 Broadway Avenue
Third Avenue United Church	304 3rd Avenue North
Thompson Chambers/Avalon Block	206 2nd Avenue North
Ukrainian Orthodox Cathedral of the Holy Trinity	919 20th Street West
University Bridge	College Drive
The Vimy Memorial	Kiwanis Park near Broadway

\*List current as of January 2014



**Properties Currently Receiving Funding (Tax Abatements)  
Under the Heritage Conservation Program**

<b>Name of Property</b>	<b>Address of Property</b>	<b>Year Funding Will End</b>
W.J. English House	932 University Drive	2022
Pettit/Sommerville Residence	870 University Drive	2015
Gustin/Trounce House	512 10 <sup>th</sup> Street	2016
Bottomley House	1118 College Drive	2016/2017
Fairbanks Morse Warehouse	12/14 23 <sup>rd</sup> Street (residential)	2016
Fairbanks Morse Warehouse	12/14 23 <sup>rd</sup> Street (commercial)	2018
Aden Bowman House	1018 McPherson Avenue	2017
Landa House	202 Avenue E South	2017
Larkin House	925 5 <sup>th</sup> Avenue North	2017
Cambridge House	129 5 <sup>th</sup> Avenue North	2017
McLean Building	263 3 <sup>rd</sup> Avenue South	2018
F.P. Martin House	716 Saskatchewan Crescent	2020
F.P. Martin House	718 Saskatchewan Crescent	2020
Arthur Cook Building	306 Ontario Avenue	2017

Heritage and Design Coordinator  
2014 Work Plan

	Quarter 1	Quarter 2	Quarter 3	Quarter 4
<b>Heritage</b>				
Heritage Policy and Program Review Implementation				
Participate in Heritage Fair and Heritage Forum				
Interpretive Park Plaque Text				
Inventory of Capitol Theatre Artifacts				
Inventory of Vintage Signage				

<b>Awareness and Education</b>				
Heritage Awards 2014				
New Branding and Marketing Materials				
Doors Open 2015				

<b>On-Going</b>				
Customer Service				
Heritage Evaluations				
Attend Naming Advisory Committee				
Attend Municipal Heritage Advisory Committee				
Attend Planning and Operations Committee When Required				
Annual Heritage Inspection Program				

225-18

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# Architectural Heritage Society of Saskatchewan

HELPING HERITAGE HAPPEN

An invitation to the

## Saskatchewan Architectural Heritage Society Annual General Meeting

at

**Grant Hall  
(Knights Hall meeting room)  
401 Main Street North  
Moose Jaw, Saskatchewan**

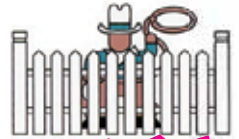
**Saturday, March 29, 2014  
Registration 10:30 a.m.  
Meeting 11:00 to 12:00 p.m.**

Coffee/tea provided

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Email: fern.davis@b-creative.ca**



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# Wilson School

Wilson School as it looked when it was built in 1915  
(Photo by Leonard A. Hillyard, A-1313, Saskatoon Public Library)

## Credit union committed to preserving history

Lucas Richert  
for the Saskatoon Express

A hundred years after its construction, North Park's Wilson School not only represents the past, it also sheds light on how we can reuse old buildings and develop an architecturally diverse city.

Cities across Canada have struggled with how they should grow and develop. Should a city grow outward? Or upward? Should older buildings make way for newer ones? Or do we need a middle ground?

As planners, politicians and property owners try to answer these questions, the concept of "adaptive reuse" ought to be considered. Adaptive reuse refers to the process of reusing an old site or building for a purpose other than the one it was built or designed for. And many people have viewed it as a significant element in both land conservation and the reduction of urban sprawl.



Wilson School is now home to Affinity Credit Union  
(Photo by Sandy Hutchinson)

What it mostly means is doing traditional restoration of an old building's exterior. Meanwhile the interior is gutted to create space with a modern look and the type of amenities people would expect in a new property.

And it is this kind of look — minimalist and sort of hip, yet flaunting the interesting parts of the building's heritage — that has made it a financially viable style of historic preservation.

In Toronto, business owners, architects and city officials have dealt with this.

"If you keep knocking down old heritage buildings and keep putting up modern buildings that could go anywhere (on the planet), pretty soon you've lost the things that make Toronto Toronto," Rollo Myers, the manager of the Architectural Conservancy of Ontario, has said.

The exact same idea applies to Saska-

toon. And Wilson School is an excellent model of adaptive reuse in action. Now home to Affinity Credit Union, Wilson School shows how a charming heritage property can be adapted, transformed, and reused. Which in turn helps connect us to our history.

And Affinity Credit Union, along with Meridian Development Corp., has been rewarded for the effort.

In early February it received awards from the City in the Adaptive Reuse and Sensitive Addition categories for re-purposing the building into office space for use by Affinity as its corporate campus.

Wilson School was built in 1914, just as the First World War began. It officially opened a year later. At the time of its opening, newspapers emphasized that it was "another reason for civic pride." It had a classic design but ultra-modern Univent registers in every room.

In 1994, due to lack of enrolment, the doors were closed, and students moved to North Park School. Then the Saskatchewan Indian Federated College purchased the building for \$450,000. Later it became home to the First Nations University of Canada.

Now 20 years later the 69,000-square-foot building offers an open-concept working space. And in keeping with the credit union's environmental strategy, it incorporates many green building features.

Other small examples of heritage and adaptive reuse on the site include keeping the old Wilson's School plaque and repurposing the original Tyndall steps into exterior benches and a reception feature. Other materials from the building were also reused during construction, including metal, glass, lumber and insulation.

"As a local credit union, we are committed to heritage conservation and have a strong commitment to being good stewards of the city's heritage resources," Affinity CEO Mark Lane said in an interview with The StarPhoenix.

"Throughout the construction process, it was important for us ... to maintain the look of the original building and to ensure it would be pleasing to the local community."

Wilson School remains a reason for civic pride, just as it was when it was built.

(This article was provided by the Municipal Heritage Advisory Committee.)

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