



AGENDA
SAANICH HERITAGE FOUNDATION
COMMITTEE ROOM #1
TUESDAY, JANUARY 14, 2020 @ 5:30 P.M.

Welcome to new members.

Adoption of the November 12, 2019 Regular Meeting Minutes

NEW BUSINESS

1. **3579 QUADRA STREET (Highfield) - (REGISTERED) – PROPOSED REZONING AND DEVELOPMENT**
 - Presentation by Curate Developments (Attached)
2. **901 LODGE AVENUE (Bell Residence) – (DESIGNATED) - HERITAGE ALTERATION PERMIT (HAP)**
 - Report from Planner (new roof)
3. **2020 HOUSE GRANTS PROGRAM - RESTORATION GRANT SUMMARY AND APPLICATIONS (ATTACHED SEPARATELY)**
 - i. 1960 Ernest Ave. – Rebuild front stairs and sidewalls
 - ii. 3956 Stan Wright Lane – Window sash replacement /1 window stool and sill replacement
4. **SAANICH COMMUNITY GRANTS PROGRAM**
 - Correspondence from the Director of Finance dated Dec. 31/19 re amendment to the Community Grants Program Policy
5. **DRAFT SECRETARIAL INVOICE – JULY 1, 2019 TO DECEMBER 31/19**
 - Invoice in the amount of \$7,286.10 for Secretarial services for the period of July 1, 2019 to December 31, 2019

BUSINESS ARISING

6. **1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE**
7. **4139 LAMBRICK WAY (DODD HOUSE) – UPDATE**
8. **TREASURER’S REPORT – UPDATE**

FOR INFORMATION

9. **UPDATE ON MEETINGS RE: LEASE AGREEMENTS FOR SAANICH OWNED HERITAGE MANAGED BUILSINGS - President**
10. **HERITAGE ACTION PLAN – HOW TO PROCEED/NEXT STEPS – Planner**
11. **PERMISSIVE PROPERTY TAX EXEMPTION – 2020**
 - Letters from the Director of Finance re Dodd House and Stranton Lodge

To ensure there is a quorum, please contact Shirley at (250) 475-1775, extension 3513 or email at shirley.leggett@saanich.ca if you cannot attend the meeting.

☪ ☪ Adjournment ☪ ☪

Next Regular Meeting: February 11, 2020 at 5:30 in **Committee Room #1**

**MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
TUESDAY, NOVEMBER 12, 2019 AT 5:30 P.M**

Present: Mark Brown, President; Ross O'Connell, Vice President; Art Joyce, Treasurer; Sheila Colwill; Veronica McEllister; Vicki Sanders; Brad Shuya; Robert Townsend; and Councillor Ned Taylor, Council Liaison

Regrets: Katherine Whitworth

Staff: Megan Squires, Planner; and Shirley Leggett, Secretary

Minutes: **MOVED** by A. Joyce and **Seconded** by R. O'Connell: "That the Minutes of the October 8, 2019, Regular Meeting be adopted as circulated."

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

B. Shuya stated:

- The fridge that the tenant purchased and was reimbursed for last summer as part of the kitchen renovation, quit working after the one-year warranty expired so she went and bought a new fridge and is now asking to be reimbursed.
- She did not notify him or the Secretary prior to the purchase or call a service repair company to look at the fridge and see if it could just be repaired.
- The fridge that she purchased last summer still works, but the freezer section doesn't – she still has that fridge as well.
- The tenant also commented that the gardening crew doesn't spend much time when they come to take care of the gardening/lawn maintenance. He contacted Richmond Property Group and they provided him with a copy of the work order for the month of September showing what work was carried out for that time frame. He is satisfied with their level of landscape attention in general.
- The tenant also informed him that she had turned off the irrigation system all summer without his knowledge or approval to keep her water bills down. This means the lawn and plant growth would be slower than normal.

After some discussion, members agreed to reimburse the tenant the full purchase amount of \$875.22 for the fridge but also agreed that the tenant should be sent a letter informing her that she may not be reimbursed for any future unauthorized purchases. Members also agreed that she should be warned against turning off the irrigation system without prior approval.

Committee discussion noted:

- The tenant should have notified either the Secretary or B. Shuya of the fridge and gotten approval to call a repair company to see if it could be fixed, or approval to purchase a new one before she acted on her own.
- We should have all of the paperwork associated with the warranty and owner's manual for our records.

MOVED by V. McEllister and **Seconded** by B. Townsend: "That the tenant be reimbursed in the amount of \$875.22 for the purchase of a new fridge with a letter cautioning against future unauthorized purchases, and that she provide a copy of the warranty and owner's manual."

CARRIED

Members also agreed that before they go ahead and approve the gardening agreement with Richmond Property Group again for 2020, they should see about getting more quotes. R. O'Connell said he may have some names of other contractors.

V. McEllister will draft a letter to the tenant.

B. Shuya stated:

- The restoration work that West Coast Chimney and Masonry Ltd. did in November 2018 was to repair the northern chimney. This latest estimate in the amount of \$1,995.00 is to repair the southern chimney.
- He will contact them and ask them to schedule the repairs, hopefully by the end of this year.
- He met with Saanich Parks regarding the trees/branches that are hanging over the hydro lines on the east side of the house and they will prune those. The Parks Department's arborist will assess the branches that are hanging over the house to see what can be done about those.
- The Parks Department also said they may bill the Foundation for the trees but he will let the Foundation know. Hopefully they will be able to take care of the work by the end of the year.

Members agreed to approve up to \$2,000 for tree maintenance if required.

MOVED by B. Shuya and Seconded by V. McEllister: "That West Coast Chimney & Masonry Ltd. be hired to repair the southern chimney on the dwelling at 1248 Burnside Road West (Stranton Lodge) as per their estimate in the amount of \$1,995.00."

CARRIED

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- She has someone lined up to trim the Laurel hedge.
- Trevor from Arbor Renovations will be cleaning the gutters at both Dodd House and Stranton Lodge once all of the leaves are down from the trees.

TREASURER'S REPORT – UPDATE

The Treasurer provided the following Statement of Receipts and Disbursements as of November 3, 2019:

Grant Account:	\$47,449.91	GIC: \$20,288.68 (due April 4, 2020)
		GIC: \$13,177.17 (due May 7, 2019)
Operating Account:	\$10,496.02	
Hall House Account:	\$ 9,484.74	GIC: \$23,528.58 (due June 12, 2019)
		GIC: \$5,103.01 (due Nov. 2, 2019)
Dodd House Account:	\$36,381.37	GIC: 20,761.28 (due Oct. 2, 2019)
		GIC: 10,206.02 (due Nov. 2, 2019)

MOVED by B. Shuya and Seconded by A. Joyce: "That the Treasurer's Report as of November 3, 2019 be received for information."

CARRIED

REPORT ON CONSTITUTION – MEETING WITH MUNICIPAL ADMINISTRATION – UPDATE

V. Sanders stated:

- She hasn't had a chance to meet with the Manager of Legislative Services yet to discuss the suggested changes with respect to appointments to the Foundation as the Manager has been away.
- One of the suggestions from her and K. Whitworth after their review of the Foundation's bylaws, is that the director representing the Arts, Culture and Heritage Advisory Committee (ACH) be appointed by the ACH and not Council. The SHF should also be able to review the applications made to the ACH.
- They are also suggesting that instead of directors being appointed for an annual term by Council, that either a maximum number of 2-only new directors be appointed in a calendar year, or else directors be appointed for a 4-year term and that they only be allowed to serve a maximum of 8 consecutive years, and can only apply for re-appointment following a 1-year break in service.
- When it comes to the Annual General Meeting (AGM) and election of officers, they are suggesting that nominations be taken from the floor for the positions of President, Vice-President and Treasurer and that those wanting to run for office, should apply before the AGM and that voting be done by secret ballot.

HERITAGE ACTION PLAN (HAP) – REQUEST FOR WORKING GROUP TO REVIEW AND PROPOSE FOLLOW-UP

The President requested that an excerpt from the Heritage Action Plan 2007 be placed on the agenda. The excerpt pertains to the following Goals: Protect Existing Resources; Strengthen Heritage Resource Inventory; and Promote Heritage Awareness.

The Planner stated:

- The Heritage Action Plan is an appendix to the Heritage Management Plan.
- Jane Evans was working on a table of updates to the plan that was last revised in 2016. The Planner will go through the table and update it where necessary.

The President asked that a team of two or more members volunteer to review the HAP and identify the objectives that are out of date, as well as those that should be prioritized for updating.

V. Sanders, R. Townsend and K. Whitworth volunteered and the Planner will participate as well.

2020 HERITAGE BC WORKSHOP

B. Shuya advised that he had contacted Laura Saretsky from Heritage BC and she can facilitate another afternoon workshop in 2020. She has pencilled it in to precede the regularly scheduled March 10th Foundation meeting with a focus on Statements of Significance as suggested by the President.

The President suggested that staff from Planning, Parks and Lands Departments be invited to attend.

The Secretary stated that the Annual General Meeting could be held in conjunction with the February 11, 2020 Regular Foundation Meeting instead of at the March meeting as in the past couple of years.

couple of years.

ADJOURNMENT

The meeting adjourned at 6:50 pm.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, January 14, 2019 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON

DRAFT



Heritage Inspired Townhouses

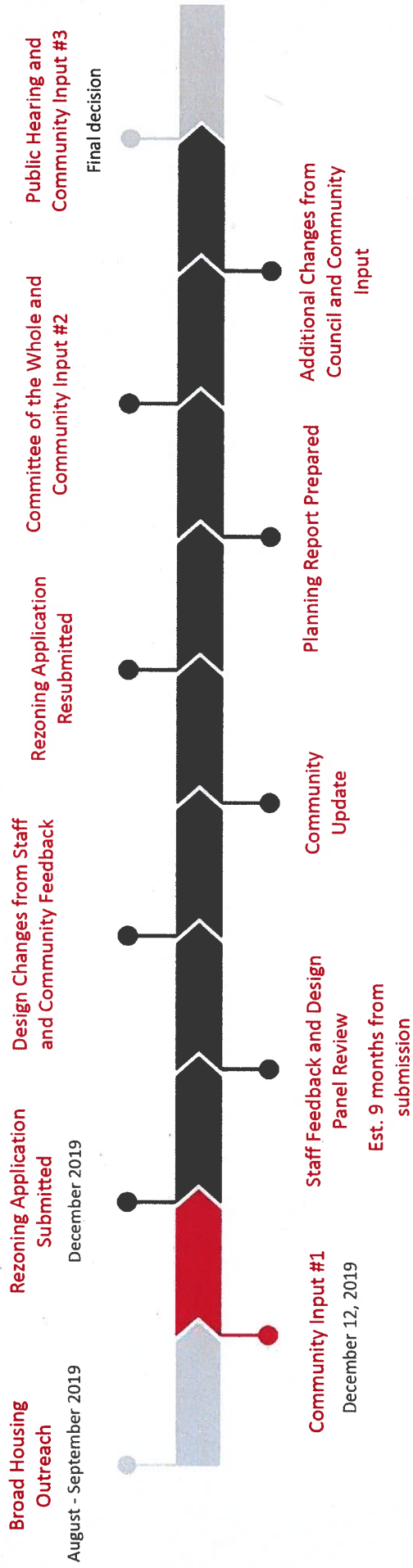
Community Meeting
3561 and 3579 Quadra Street



ABSTRACT
developments

December 12, 2019

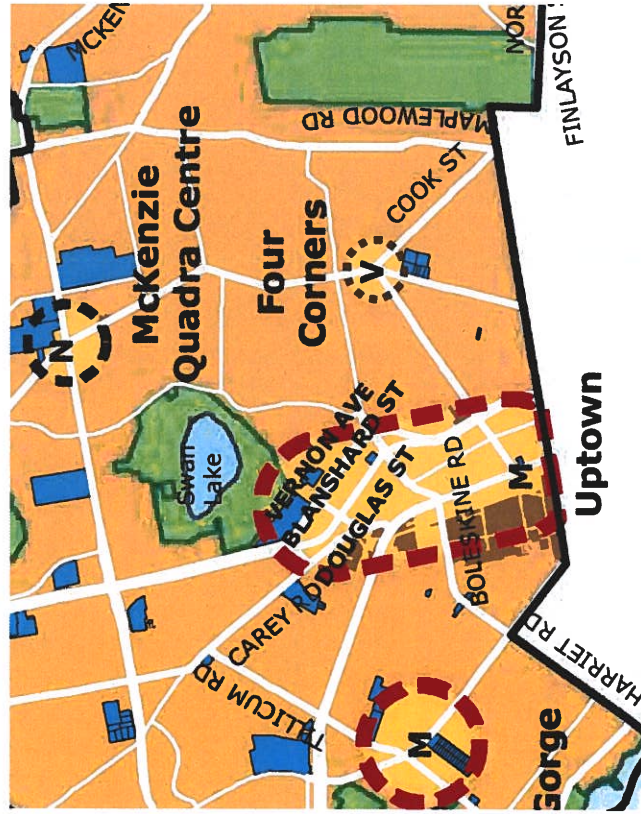
Development Process



3561 and 3579 Quadra



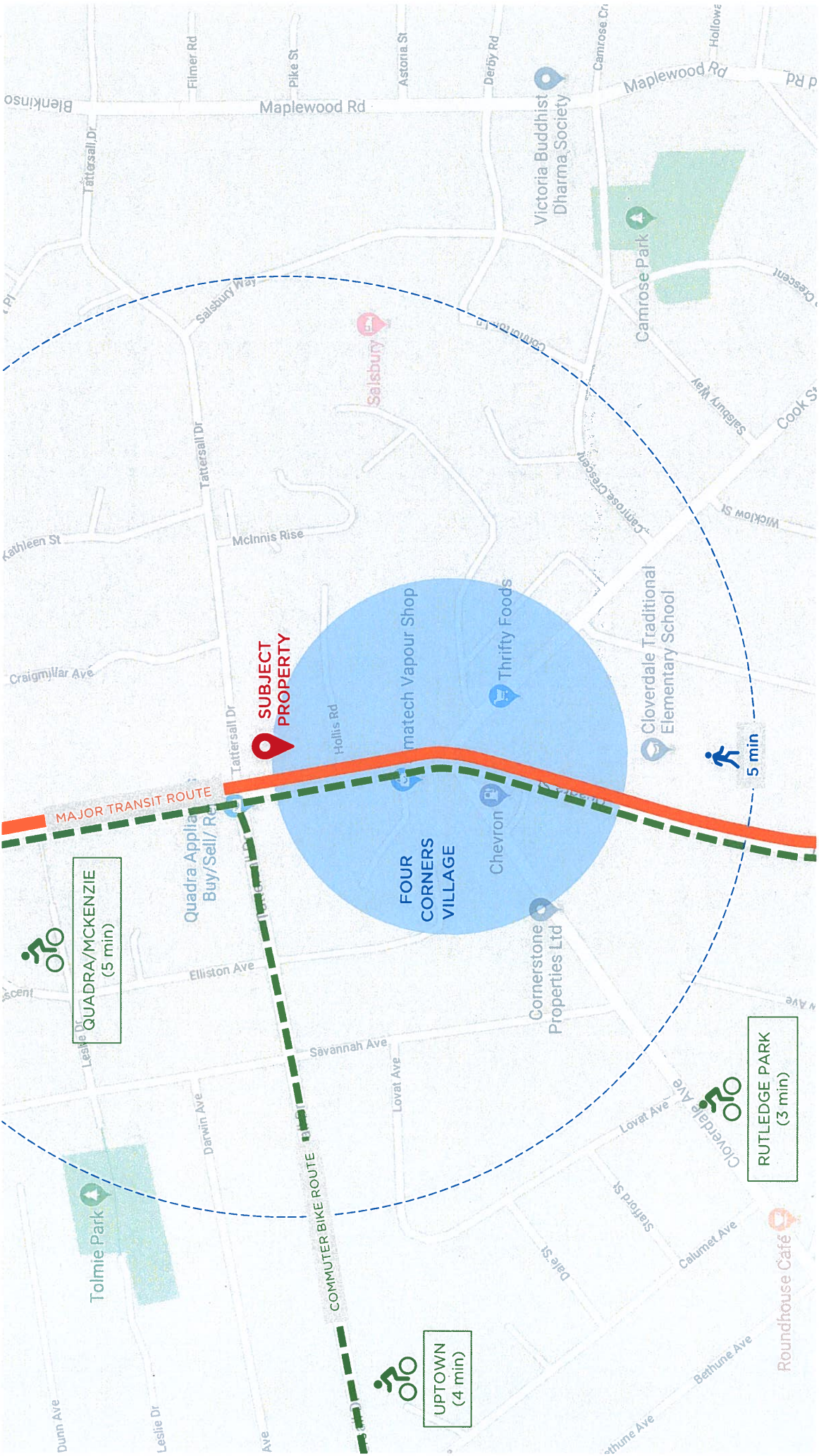
Official Community Plan (2008)



Villages

9. Support the following building types and uses in "Villages":
- Small lot single family houses (up to 2 storeys)
 - Carriage/coach houses (up to 2 storeys)
 - Town houses (up to 3 storeys)
 - Low-rise residential (3-4 storeys)
 - Mixed-use (commercial/residential) (3-4 storeys)
 - Civic and institutional (generally up to 3 storeys)





SUBJECT PROPERTY

MAJOR TRANSIT ROUTE

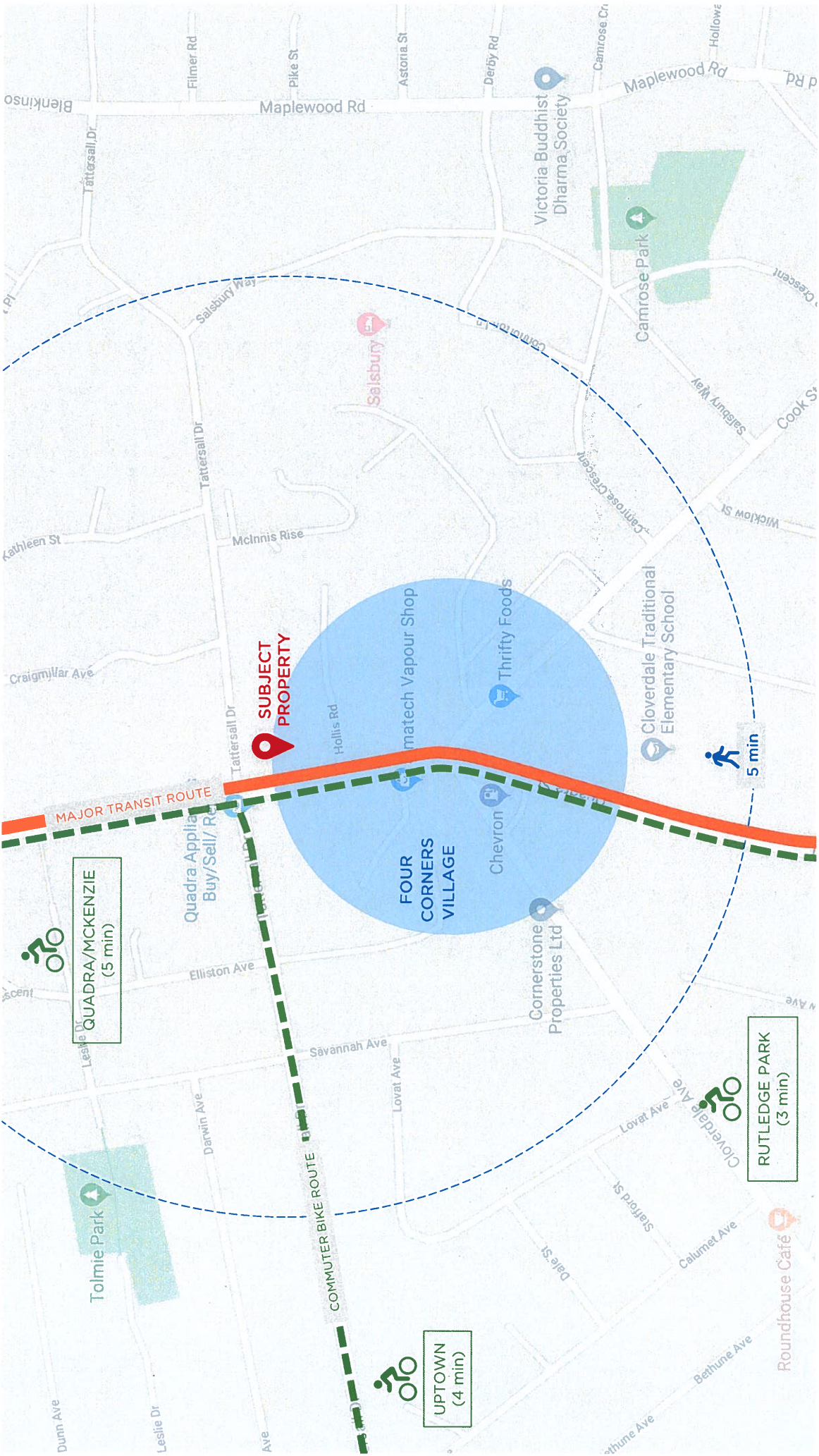
QUADRA/MCKENZIE
(5 min)

UPTOWN
(4 min)

RUTLEDGE PARK
(3 min)

FOUR CORNERS VILLAGE

5 min



SUBJECT PROPERTY

MAJOR TRANSIT ROUTE

QUADRA/MCKENZIE
(5 min)

UPTOWN
(4 min)

RUTLEDGE PARK
(3 min)

FOUR CORNERS VILLAGE

5 min

Missing middle housing

is a range of multi-unit or clustered housing types, compatible in scale with detached single-family dwellings, that help meet the growing demand for walkable urban living.



Missing Middle Housing in Saanich

Housing Starts, CMHC

	2016		2017		2018		2019 (Jan - Oct)	
	Victoria (CMA)	Saanich	Victoria (CMA)	Saanich	Victoria (CMA)	Saanich	Victoria (CMA)	Saanich
Single	910	123	896	121	818	92	536	59
Row/Semi-Attached	291	22	474	9	386	21	290	48
Apartment	1,732	304	2,492	495	3,069	425	2,070	83
TOTAL	2,933	449	3,862	625	4,273	539	2,896	190

Source: CMHC



Missing Middle Housing in Saanich

Housing Starts, CMHC		2016		2017		2018		2019 (Jan - Oct)	
		Victoria (CMA)	Saanich	Victoria (CMA)	Saanich	Victoria (CMA)	Saanich	Victoria (CMA)	Saanich
Single	910	123	121	818	92	536	59		
Row/Semi-Attached	291	22	9	386	21	290	48		
Apartment	1,732	304	495	3,069	425	2,070	83		
TOTAL	2,933	449	625	4,273	539	2,896	190		

Source: CMHC



3561 and 3579 Quadra

Missing Middle Housing in Saanich

Table 1: Distribution of Unit Types
01/2016 to 10/2019

	<u>Victoria</u>	<u>Saanich</u>
Single	22.6%	21.9%
Row/Semi-Attached	10.3%	5.5%
Apartment	67.1%	72.5%

Source: CMHC

Table 2: Population vs. Row-Semi Attached Starts
01/2016 to 10/2019

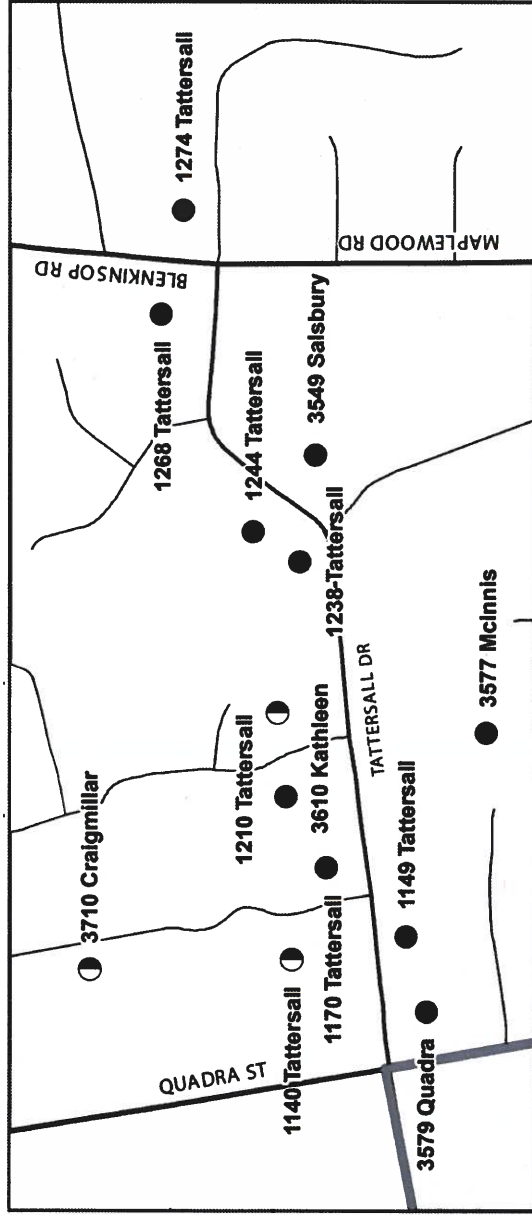
	<u>Saanich</u>	<u>Langford</u>
Population	31.0%	9.6%
Row/Semi-Attached	6.9%	42.2%

Source: StatsCan and CMHC



3561 and 3579 Quadra

Heritage Register 2008 - Quadra



LEGEND

- REGISTERED HERITAGE SITES
 - DESIGNATED HERITAGE SITES
 - X REMOVED OR DEMOLISHED
 - PARKS
- ## ROADS
- Highway
 - Major
 - Collector
 - Residential



3561 and 3579 Quadra

Highfield

HIGHFIELD

3579 Quadra Street

Catherine Egerton, Owner: 1911



Catherine Egerton (née Cochrane, 1840-1919), widow of William George Henry Egerton, lived in this large house with her two sons and four daughters. Her son George Egerton (1881-1943) married Agnes Christopherson (1878-1968) in 1913; her second son moved to California.

Catherine's unmarried daughters Ruth (1880-1937), Marion (1876-1952), Isabel Jane (1872-1957), and Kate Barbara Cavendish (1868-1957) lived in the house until 1944.

Highfield is a two-and-one-half-storey, front-gabled house influenced by Arts and Crafts design. British precedents are seen in the half-timbering in the gables, and the use of multi-paned windows. There is a shed-roofed dormer on the south side and a hipped-roof bay window on the front. Wide banding boards divides the shingle siding between floors. The side entrance has a hipped roof porch with shingled balustrade and siding. Highfield is a landmark structure in the Quadra-Tattersall area.

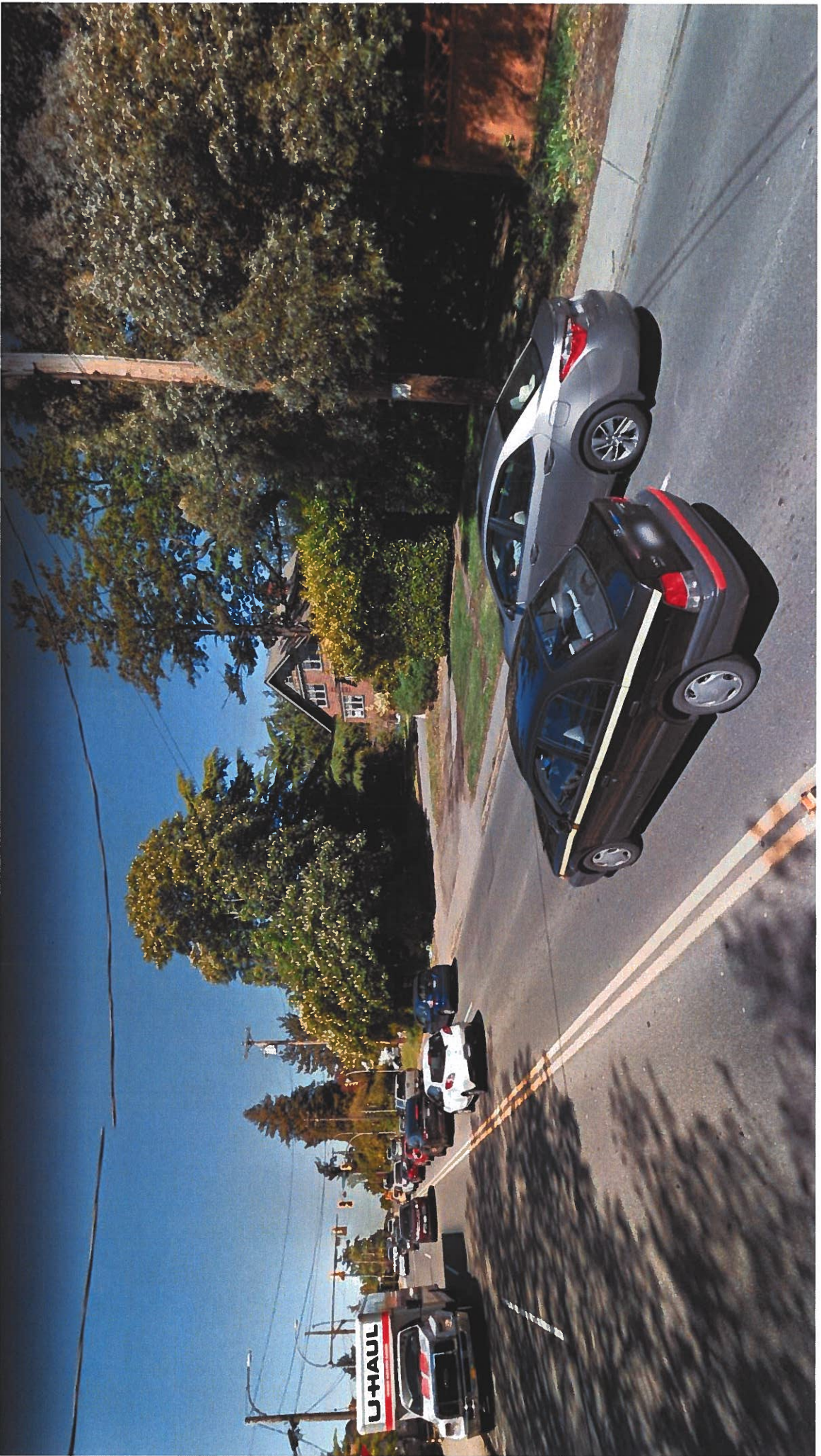




Highfield



3561 and 3579 Quadra



LEGEND



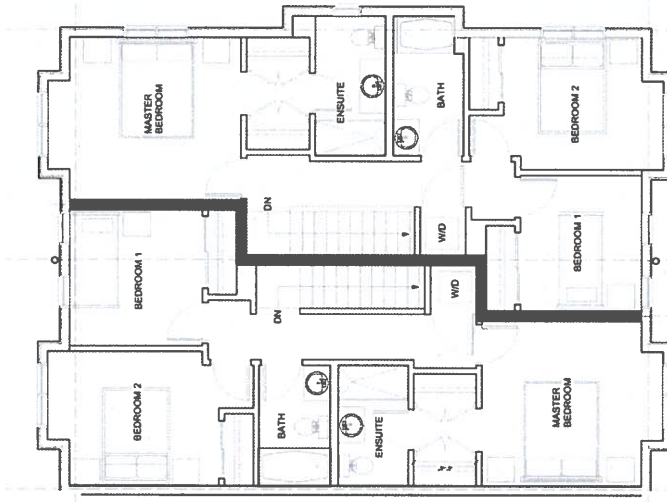
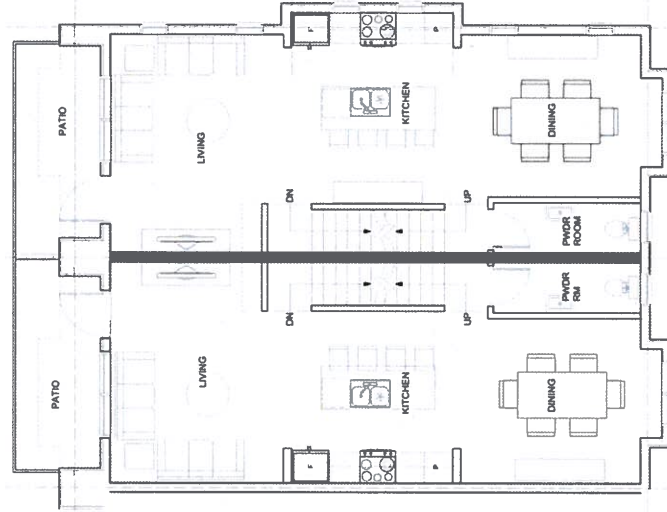
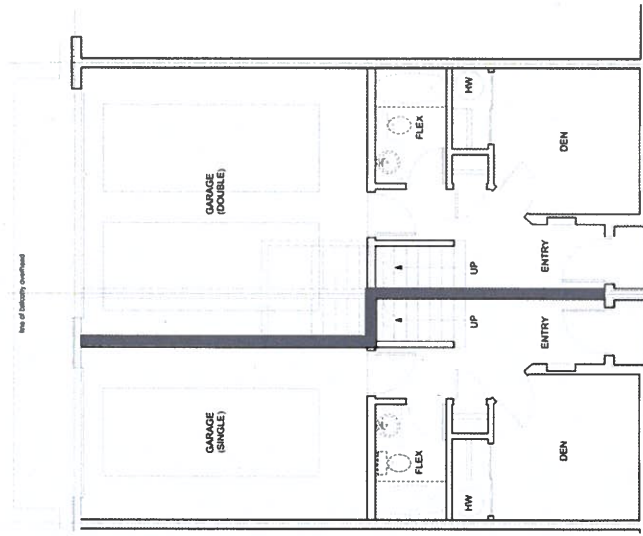
NOTES

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO ORDINANCES AND CODES.
 2. THE DRAWING IS FOR INFORMATION ONLY.
 3. THE DRAWING IS FOR CONSTRUCTION ONLY.





Typical Floor Plan



3561 and 3579 Quadra



Thank you



ABSTRACT
developments

December 12, 2019

Overview of 901 Lodge Ave

January 14, 2020

Legal Address:	Lot 31 Section 33 Victoria District Plan 1253A
Proposed:	Application for a Heritage Alteration Permit for New Roof
Heritage Status:	Designated
Current Zoning:	RS-6 Single Family Dwelling Zone
Minimum Lot Size:	560 m ²
Actual Lot Size:	1,096 m ²
Owners:	Bob and Shannon Faulkner
Applicant:	Bob and Shannon Faulkner
Application received:	Dec 2, 2019

Notes:

- The house is Designated Heritage and was built around 1912. It is an example of the vernacular one-and-one-half-storey, front-gabled Edwardian era residence common to the Victoria area.
- The owner/applicant has applied to replace the existing cedar shake roof with asphalt shingles.
- The existing roof is deteriorating and the owner is concerned about the risk of fire.
- The proposed scope of work includes replacing the existing roof material with new asphalt shingles that resemble natural wood. It also involves installing high profile ridge capping, exposed metal flashings and metal venting.

Attachments:

- Location map
- Designating Bylaw 6135
- Saanich Heritage Register excerpt
- Letter to Council
- Photos of the existing cedar roof
- Brochure for the proposed roof material



Picture of 901 Lodge Ave – looking southwest from Lodge Ave



Picture of 901 Lodge Ave – looking east from Saanich Road



Picture of the existing roof, including metal flashing



Picture of the existing roof



Picture of the existing roof

District of Saanich Map



1: 500

Date Produced:

12/20/2019 3:15:56 PM

This map is for general information purposes and should not be considered authoritative for any purpose. Accuracy, currency and precision are not guaranteed.

THE CORPORATION OF THE DISTRICT OF SAANICH

BY-LAW NO. 6135

A B Y - L A W

TO DESIGNATE THE DWELLING ON LOT 31, SECTION 33,
VICTORIA DISTRICT, PLAN 1253A - 901 LODGE AVENUE
AS A MUNICIPAL HERITAGE SITE

The Municipal Council of The Corporation of the District of Saanich, in open meeting assembled, enacts as follows:

1. Pursuant to the provisions of Section 11 of the Heritage Conservation Act, R.S.B.C. 1979, C165, the residence on Lot 31, Section 33, Victoria District, Plan 1253A, 901 Lodge Avenue, is hereby designated as a municipal heritage site.
2. No person shall demolish, nor permit, suffer or allow to be demolished, any building or structure so designated, or build upon or permit, suffer or allow to be built upon any lands so designated, nor shall any person alter or permit, suffer or allow to be altered the facade or exterior of any building or structure which has been so designated without prior approval by resolution of the Saanich Municipal Council.
3. The provisions of this By-law do not apply to the interior of any building.
4. This By-law may be cited for all purposes as the "HERITAGE DESIGNATION BY-LAW, 1988, NO. 6135."

Read a first time this 27th day of June, 1988.

Read a second time this 27th day of June, 1988.

Read a third time this 27th day of June, 1988.

Statutory Notice published on the 25th and 26th of June, 1988.

Reconsidered, finally passed and adopted by Council, signed by the Mayor and the Clerk and sealed with the Seal of The Corporation on the 4th day of July, 1988.

....."T.R. KIRK"
Clerk of The Corporation of the
District of Saanich

....."H.F. STURROCK".....
Mayor

SWAN LAKE GROCERY

STORE

BELL RESIDENCE

901 Lodge Avenue (designated)

Samuel & Alice Bell, Owners; circa 1912



For a number of years, Samuel Bell (1866-1950) ran the Swan Lake Grocery in this house located on the corner of Saanich Road, overlooking Swan Lake. Lodge Avenue was originally called Jackson Avenue. Samuel married Alice Parkin (1878-1945) in 1912, and this house was likely built at the time of their marriage.

This is a typical example of the vernacular one-and-one-half-storey, front-gabled Edwardian era residence common to the Victoria area. The house has an inset open front verandah, and there are distinctive flared eaves on both the main gables and the dormers. The windows are the original wooden sash. A later cladding has been added over top of the original double-bevelled siding and cedar shingles at the foundation and in the gable ends, with stone cladding on the front foundation wall.



KITCHIN RESIDENCE

3577 McInnis Rise

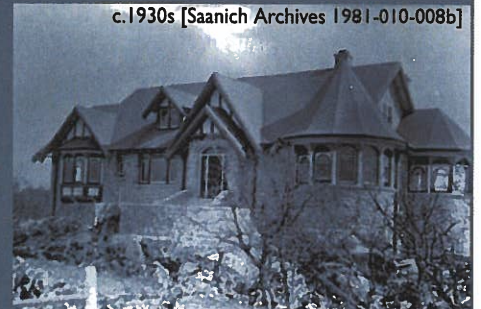
Lilian & Ernest Kitchin,

Owners; 1934-1935

Arthur Stewart, Contractor

Lilian, Ernest, and their sister Kathleen were unmarried siblings who retired to Saanich from Nanaimo when Lilian inherited money from England. Highly skilled contractor and mason Arthur Stewart, one of British Columbia's top stoneworkers, built this sophisticated house. He was involved in the masonry work at the Empress Hotel and the Cenotaph in Vancouver. The granite used for the house was quarried on-site. Stewart and Lilian Kitchin are believed to have designed this house. Arthur's brother, Lawrence Stewart, installed the plumbing and heating.

The house is an excellent example of the British Arts and Crafts style. With its eclectic Cotswold Cottage influence, now frequently called "Story book" style, it remains as one of the most unusual houses in Saanich. The surviving interior and exterior features are significant as a representation of a gracious lifestyle of the 1930s. The numerous gables have roughcast stucco and half-timbering, with unusual vented tips on the rolled edges. There are two circular conservatories on the south end, one of which has a conical roof. The



c.1930s [Saanich Archives 1981-010-008b]

conservatory windows have rounded arches and columns between each window. Windows on the main and basement levels display segmental arches, with granite slab sills. Both the corners of the windows and the walls are quoined. The superb interior included features such as fir and hardwood floors, varnished fir trim throughout, bevelled glass, alcoves for statues, French doors into the huge living room, a sunroom, a massive kitchen, a black and white tiled master bathroom, and huge walk-in closets. The house originally had extensive rock gardens. McInnis Rise is named after the developer who later subdivided and strata-titled the property.



c.1930s [Saanich Archives 1981-010-008a]

November 30, 2019

To: Members of Saanich Council

Re: Roof Replacement – 901 Lodge Avenue

We are writing to you on the advice of the Saanich Planning Department to outline our plans to replace the roof on our heritage designated property.

The house is our family home. The existing roof pre-dates our purchase of the house in May 2000, although we were told it was about 10 years old when we purchased the home.

Over the last 5 years the cedar shakes have noticeably deteriorated, primarily curling and cracking. We had a roofing contractor fix a few loose shingles on the roof cap this fall, and he informed us that the roof had a significant number of holes. He put in temporary shims over some of the larger holes, but recommended the roof be replaced as soon as possible.

For fire safety reasons we have always been uneasy with the cedar roof. Therefore, we would like to replace the roof with asphalt shingles. We do not plan to apply for a heritage grant for the roof, but we are conscious of the need to maintain the heritage look of the house and have tried to address the requirements set out in the Saanich Heritage Foundation grants program restoration guidelines document.

Our planned scope of work is:

- Architectural shingles – in a colour that resembles natural wood
- High profile ridge capping
- Exposed metal flashings (like the existing roof)
- Metal venting (like the existing roof)

We had three roofing companies come out to assess the roof and give us estimates on replacement. The estimates ranged from approximately \$15,000 to \$18,000 to replace the roof with asphalt shingles. Based on our safety concerns noted above, we did not get estimates for re-roofing using cedar shakes.

We have attached several photographs of the existing roof, and a copy of the brochure for our preferred roofing product (Malarkey Legacy shingles in either weathered wood or natural wood).

In summary, our intention is to maintain the heritage look of the house while addressing concerns around fire safety.

We are hoping to proceed with the roof replacement in the spring and therefore need to confirm our contractor as soon as possible. Thank you for your consideration of our proposed scope of work.

Regards,



Bob and Shannon Faulkner
901 Lodge Avenue
250.370.2230



LEGACY® SCOTCHGARD™



Shown in: Black Oak

Malarkey® Shingles
WHEN IT MATTERS™

REDUCES AIR POLLUTION

3M™ Smog-Reducing Granules harness sunlight to photocatalytically convert smog (NO, NO₂) into water-soluble ions (NO₃), actively reducing smog air pollution.



EACH ROOF HAS THE SMOG-FIGHTING POTENTIAL OF 2 OR MORE TREES.¹

UPCYCLES MATERIALS

Recycled rubber and plastics are elevated into a higher-quality product, improving shingle strength and longevity.



EACH ROOF DIVERTS THE EQUIVALENT OF 5 RUBBER TIRES AND 350 PLASTIC MILK JUGS FROM THE LANDFILL.²

LEGACY® FEATURING Scotchgard® PROTECTANT 3M

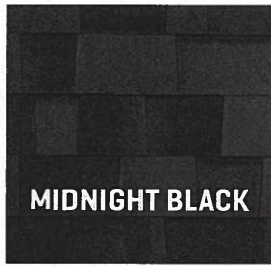
Architectural Shingles NEX® MODIFIED ASPHALT TECHNOLOGY

Legacy® Scotchgard™ is an algae-resistant architectural shingle engineered with industry-leading, sustainable NEX® Polymer Modified Asphalt Technology (PMA), which combines high-grade asphalt [weathering] with advanced polymers [strength, flexibility] and upcycled materials [durability, sustainability] to **rubberize the shingle for exceptional all-weather performance, superior granule embedment, and longer product life.**

CLASS 4	LIMITED LIFETIME	15 YEAR	LIMITED LIFETIME	177-209 KPH
IMPACT RATING	SHINGLE WARRANTY*	RIGHT START™ PERIOD	SCOTCHGARD™ WARRANTY*	WIND WARRANTIES



BLACK OAK



MIDNIGHT BLACK



STORM GREY



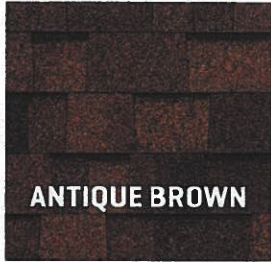
NATURAL WOOD



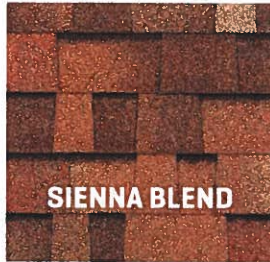
WEATHERED WOOD



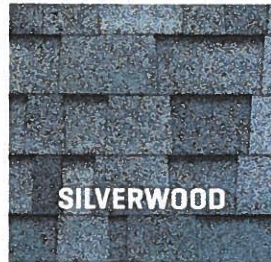
HEATHER



ANTIQUÉ BROWN



SIENNA BLEND



SILVERWOOD

Matching colors available in high-profile EZ-Ridge™ and EZ-Ridge™ XT as well as standard low-profile RidgeFlex™ hip and ridge shingles.

PERFORMANCE ENGINEERED

All-Weather Performance – NEX® Technology rubberizes shingles to better respond to varying and extreme weather.

Resists Impact – Synthetic rubber (SBS) polymers add pliability and resilience to resist tears and provide the highest level of impact protection (hail). Class 4 impact rating.

Resists Wind & Rain – Synthetic adhesive (SEBS), double rain seals, and The Zone®, our patented wider nailing area, seal down shingles and block out wind-driven rain. Wind warranties from 177-209 kph.

Resists Algae – Scotchgard™ Protector, a blend of algae-resistant, copper-containing granules, helps prevent unsightly black streaks. Limited Lifetime algae warranty.

Resists Fire – Shingles meet highest fire rating (Class A).

'Your Choice' Warranty – Select our transferable Limited Lifetime Shingle Warranty or one from a competitor – your choice.

ENVIRONMENTALLY DESIGNED

Reduces Smog – 3M™ Smog-Reducing Granules harness sunlight to reduce smog air pollution.

Upcycles Materials – Recycled rubber and plastics are repurposed to enhance shingle durability.

Lasts Longer – Superior granule adhesion protects shingles from premature aging caused by solar rays.

Cleaner Manufacturing – NEX® Technology results in much lower emissions than the highly-pollutive oxidation process used to make traditional shingles.

Less Waste – Malarkey has earned GreenCircle Certification for *Waste Diversion from Landfill* at all its facilities.



Improving Our Climate
3M™ Smog-Reducing Granules



¹ Assumes roof of 30 squares. Source: Lawrence Berkeley National Laboratory and 3M.

² Assumes roof of 30 squares.

Test Compliance – ASTM D7158 Class H, ASTM D3462, ASTM D3161 Class F, ASTM D3018 Type I, ASTM E108 Class A Fire Rating, UL 2218 Class 4, CSA A123.5, ICC Approval – ESR-3150 and ICC-ES AC438.

DISCLAIMER: Photographs of shingles may not accurately represent their true color or the variations of color blends that will appear on the roof. **Before installation, five or six shingles should be laid out and reviewed for desired color.** Colors and specifications subject to change without notice. Shingle colors not available in all regions.

+ For complete Limited Lifetime Warranty and 'Your Choice' Warranty details, as well as information on our other warranties (such as Wind and Algae) and the Right Start™ 15-year non-prorated period against manufacturing defects, please reference Malarkey's **Shingle and Accessory Warranty** available at www.malarkeyroofing.com/warranty-center.

This version supersedes all previous versions. Rev. 11/19

WARRANTIES+

Limited Lifetime Shingle Warranty
Right Start™ Period (15 years)
Limited Wind Warranty (177 kph)
Enhanced Wind Warranty (209 kph)
Scotchgard™ Protector Warranty



December 31, 2019

Saanich Heritage Foundation
770 Vernon Avenue
Victoria, BC V8W 2W7

Dear Shirley Leggett,

Subject: Saanich Community Grants Program

This letter is to advise you that Saanich Council amended its Community Grants Program Policy on December 16, 2019. The amended policy recognizes a specific group of long standing grant recipients that "provide a service, operate a facility owned by the municipality or have another formalized arrangement on an on-going basis"; Saanich Heritage Foundation is one such organization.

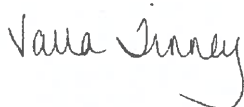
Council has directed that a Contribution Agreement be developed to formalize a multi-year funding model between Saanich and Saanich Heritage Foundation. Staff are working on a draft and will be in contact in the coming months to finalize the terms of the agreement with you prior to bringing it to Council for approval.

As it will take some time to develop the Contribution Agreements and they are not likely to be completed in time for 2020 budget deliberations, Council has committed to providing a 2020 grant equal to the 2019 funding level of \$35,000. Funds will be provided in the same timeframe as previous years, shortly after Financial Plan Bylaw adoption in mid-May. There will be no requirement to present to Council at a budget meeting as in past years. However, in this transition year the Finance and Governance Committee is requesting a one page summary report on your achievement of program goals in 2019. Please submit this report electronically to grants@saanich.ca by February 28, 2020.

You are welcome to apply under other grant programs for one time or specific projects that your base operating grant does not cover. Please review the policy and if you have any questions about completing your application, contact us at grants@saanich.ca

The policy can be found on our website at www.saanich.ca/community/community-grants

Sincerely,



A handwritten signature in cursive script that reads "Valla Tinney".

Valla Tinney, FCPA, FCGA
Director of Finance



LEGISLATIVE SERVICES

Memo

File: 1180-20 - SHF

To: Paul Arslan, Manager of Financial Services
From: Shirley Leggett, Secretary, Saanich Heritage Foundation
Date: January 21, 2020
Subject: Secretarial Services for Saanich Heritage Foundation – July 1, 2019 to December 31, 2019

Please invoice the Saanich Heritage Foundation (care of Legislative Services) for Secretarial services provided from July 1, 2019 to December 31, 2019, in the amount of \$7,004.54

Also, please bill the Foundation separately for \$39.16 for postal charges, \$42.40 for mileage, and \$200.00 for stationary, overhead costs, and photocopying (totalling \$281.56).

The total amount for secretarial services for the period July 1, 2019 to December 31, 2019 is \$7,286.10

Please credit to account number 2080.3772.

Thank you.

Shirley Leggett
Secretary, Saanich Heritage Foundation

/sl
Attachments

**JULY 1, 2019 TO DECEMBER 31, 2019 INVOICING TO SAANICH
HERITAGE FOUNDATION FOR OFFICE WORK, BANKING, MEETING
ATTENDANCE AND AGENDA/MINUTE PREPARATION**

July	14.00 hours at \$41.57	\$581.98
August	27.00 hours at \$41.57	\$1,122.39
September	33.00 hours at \$41.57	\$1,371.81
October	35.00 hours at \$41.57	\$1,454.95
November	40.50 hours at \$41.57	\$1,683.58
December	19.00 hours at \$41.57	\$789.83
	<hr/>	
	168.50 hours at \$41.57	\$7,004.54
TOTAL	168.50 hours at \$41.57	<u>\$7,004.54</u>

JULY 1, 2019 TO DECEMBER 31, 2019 POSTAGE AND MILEAGE

Misc. postage for invoices, etc.	20 x .85 and (2 registered letters)	\$39.16
Mileage		\$42.40
	TOTAL	<u>\$81.56</u>

District of Saanich
770 Vernon Ave
Victoria BC V8X 2W7

T 250-475-5454
F 250-475-5429
saanich.ca



November 28, 2019

Saanich Heritage Foundation
Attn: Shirley Leggett
770 Vernon Ave
Victoria BC V8X 2W7

Dear Sir / Madam:

Re: Permissive Property Tax Exemption - 2020

I am pleased to advise that Council adopted the 2020 Permissive Tax Exemption Bylaw at the October 29, 2019 meeting of Council. 1248 Burnside Rd West will be exempt from property taxation for the 2020 taxation year.

Council will be updating its permissive tax exemption policy over the coming months and this review is anticipated to be completed in time for consideration of 2021 exemptions. Once the new policy is finalized, letters will be sent to all existing recipients detailing the impact of policy changes (if any) and the application process for the years 2021 – 2023.

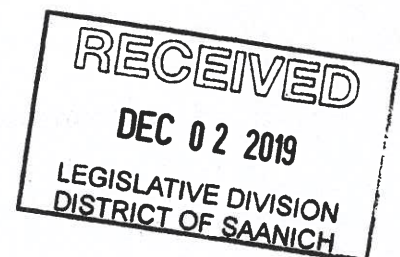
Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "V. Tinney".

Valla Tinney, FCPA, FCGA
Director of Finance

VT/bf



District of Saanich
770 Vernon Ave
Victoria BC V8X 2W7

T 250-475-5454
F 250-475-5429
saanich.ca



November 28, 2019

Saanich Heritage Foundation
Attn: Shirley Leggett
770 Vernon Ave
Victoria BC V8X 2W7

Dear Sir / Madam:

Re: Permissive Property Tax Exemption - 2020

I am pleased to advise that Council adopted the 2020 Permissive Tax Exemption Bylaw at the October 29, 2019 meeting of Council. 4139 Lambrick Way will be exempt from property taxation for the 2020 taxation year.

Council will be updating its permissive tax exemption policy over the coming months and this review is anticipated to be completed in time for consideration of 2021 exemptions. Once the new policy is finalized, letters will be sent to all existing recipients detailing the impact of policy changes (if any) and the application process for the years 2021 – 2023.

Please do not hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "V. Tinney".

Valla Tinney, FCPA, FCGA
Director of Finance

VT/bf

