



Saanich Heritage Foundation

**AGENDA
SAANICH HERITAGE FOUNDATION
VIA REMOTE MEETING
TUESDAY, JANUARY 10, 2023 @ 5:30 P.M.**

Adoption of the November 8, 2022 Regular Meeting Minutes

NEW BUSINESS

1. 2023 HOUSE GRANTS PROGRAM - RESTORATION GRANT SUMMARY AND APPLICATION

- 762 Ralph Street – Roof Ventilation and Exterior Paint on north side of house

2. DRAFT SECRETARIAL INVOICE – JULY 1, 2022 TO DECEMBER 31, 2022

- Invoice in the amount of \$7,221.60 for Secretarial services for the period of July 1, 2022 to December 31, 2022

3. 1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

4. 4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

5. TREASURER'S REPORT – UPDATE

6. SOCIAL MEDIA – UPDATE

7. ADVOCACY AND OUTREACH – UPDATE

8. SAANICH WEBSITE – HERITAGE - FREQUENTLY ASKED QUESTIONS

UPDATES FROM THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE (ACH)

- Next ACH Meeting is January 2023 (TBD)

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 14, 2023 at 5:30 via remote meeting

**MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD VIA REMOTE MEETING
TUESDAY, NOVEMBER 8, 2022, AT 5:30 P.M**

Present: Veronica McEllister, President; Sonia Nicholson, Vice President; Art Joyce, Treasurer; Sarah Anderson; Sheila Colwill; James Thomson; and Councillor Karen Harper

Regrets: Silvia Exposito, Planner (Community Planning)

Guests: None

Staff: Cameron Scott, Manager of Community Planning; and Shirley Leggett, Secretary

Minutes: MOVED by S. Colwill and Seconded by S. Anderson: "That the Minutes of the October 11, 2022, Regular Meeting be adopted as circulated."

Agenda: MOVED by S. Nicholson and Seconded by S. Colwill: "That the agenda be amended to include 2489 Sinclair Road as a late item."

CARRIED

4264 BLENKINSOP ROAD – APPLICATION FOR HERITAGE DESIGNATION

The Manager of Community Planning stated:

- The subject property is part of a previous land use application which has an associated requirement for demolition of the existing house, prior to occupancy of the new house to be constructed on the property. Currently the demolition permit is on hold to allow time for the new construction.
- The new owner of the property is hoping to retain the old house and has applied for heritage designation. They plan to use the old house as a farm accessory building for their proposed Cidery Business.

Foundation members noted the following:

- The application is well supported with detailed information on the history of the property and its previous owners. It would be an ideal addition to the Heritage Register.
- The applicants hired a Cultural Heritage Specialist to research and prepare the application for heritage designation and Professor Martin Segger of UVic, visited the property and assessed the heritage potential of the current dwelling and its location on the property.
- Using the old house as part of their business operation will be good advertising for preserving heritage.

MOVED BY S. Colwill and Seconded by S. Nicholson: "That the Saanich Heritage Foundation supports the Application for Heritage Designation dated May 11, 2022, as submitted by the applicants for 4264 Blenkinsop Road."

CARRIED

The Manager of Community Planning left the meeting at 5:40 pm

1248 BURNSIDE ROAD WEST (STRANTON LODGE) - UPDATE

S. Colwill stated:

- The gardening contract has been completed for the year. The tenant was happy with the gardening company and would like the Foundation to continue with the same arrangement for next year.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- Trevor from Arbor Renovations is still recovering from his fall a few months ago but he has an associate who will be able to clean the gutters at both Dodd House and Stranton Lodge.
- She will speak with Trevor in the spring to see if he will be able to build the new fence or if someone else will have to do it.
- There are some branches on the tree close to the driveway that should be trimmed although it may have to wait until next year.
- The tenants have done a good job maintaining the yard and gardens and can be sent their second and final payment for the year.

TREASURER'S REPORT – UPDATE

The Treasurer provided the following Statement of Receipts and Disbursements balances up to November 2, 2022:

Operating Account:	\$11,897.35		
Grant Account:	\$56,066.03	GIC:	\$20,893.30 (due April 4, 2023)
		GIC:	\$13,536.25 (due May 7, 2022)
Hall House Account:	\$5,475.63	GIC:	\$24,387.30 (due June 12, 2022)
Dodd House Account:	\$38,022.77	GIC:	\$21,755.99 (due Oct. 4, 2022)
		GIC:	\$10,509.80 (due Nov. 1, 2022)

MOVED by A. Joyce and Seconded by S. Anderson: "That the Treasurer's report be received for information."

CARRIED

SOCIAL MEDIA UPDATES

The President stated:

- She is doing posts on recruiting new members to the Foundation.
- In recognition of Remembrance Day, she has done some posts on the soldiers housing project.

UPDATES FROM THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE (ACH)

The Vice President stated:

- There hasn't been a recent meeting.

ADVOCACY AND OUTREACH – UPDATE

The Vice President stated:

- Nothing new to report.

2489 SINCLAIR ROAD (DESIGNATED) – (HAMSTERLEY FARM WATER TOWER)

S. Colwill stated:

- The subject property is owned by the University of Victoria and the water tower is heritage designated.
- She recently drove by the water tower and was concerned about its current condition. There is graffiti on the shingles, ferns are growing out of the roof, and the property is overgrown.
- It would be appropriate to send a letter to Facilities Management at UVic letting them know of our concerns and asking them what their plans are for upkeep of the tower and property.
- In the past it's been used as a tack room and a stable but she doesn't know what it's current use is.

ADJOURNMENT

The meeting adjourned at 6:05 p.m.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **via remote meeting on Tuesday, January 10, 2023, at 5:30 p.m.**

..... CHAIRPERSON

2023 RESTORATION GRANTS PROGRAM SUMMARY

ADDRESS	PROJECT	CONTRACTOR	AMOUNT OF ESTIMATE	35% GRANT AMOUNT
762 Ralph Street	Roof ventilation	Argo Metal Works Inc. Top Trade Insulation and Attic	\$2,482.80	\$868.98
	Exterior paint on north side of house	Pride Painting Ltd. Envision Painting	\$3,722.19 \$3,585.75	\$1,255.00
		2023 TOTAL	\$6,068.55	\$2,123.98
			Total grant amount based on lowest estimates	Total grant amount based on 35% of lowest estimates

OUTSTANDING 2022 RESTORATION GRANTS PROGRAM SUMMARY

ADDRESS	PROJECT	CONTRACTOR	AMOUNT OF ESTIMATE	35% GRANT AMOUNT
1996 Ferndale Road	Replace 12 single pane units with sealed units	PnR Windows and Screens Fenshur Windows and Doors	\$3,652.29 \$2,950 for 7 windows (not installed)	\$1,278.30
2895 Colquitz Ave.	Repair/replace wood window trim and shingles (as needed) Exterior Painting	Big Food Carpentry New Vintage Renovations Sean Nowak Carpentry Kingfisher Painting Services KMiller Painting Brad McDonnell Painting	\$39,999.75 \$28,560.00 51,712.50 \$37,642.50 \$37,327.50 \$32,529.00	\$9,996.00 Max allowed per year - \$10,000 Ten-year period - max of \$20,000 \$11,385.15
			Outstanding 2022 Grant Amount Still To Be Paid Out	\$11,278.30



Saanich Heritage Foundation

HOUSE GRANTS PROGRAM APPLICATION FORM

This application form and all supporting documents must be received by the Saanich Heritage Foundation (SHF) no later than **December 31st** to be considered for a grant.

DESIGNATED PROPERTY:		DATE: DEC 21, 2021
Address: 762 RALPH ST		Postal Code: V8X 3C9
OWNER(S):		
Name 1: GINA CONNOR	Name 2:	
Address of Owners (if different): 762 RALPH ST		
City: SAANICH	Prov/State: BC	Postal Code: V8X 3C9
Home Phone: 6138908810	Work Phone: —	Email: connor.gm@hotmail.com
AUTHORIZED AGENT (if applicable):		
Name:		
Address:	Prov/State:	Postal Code:
Home Phone:	Work Phone:	Email:

DETAILS OF PROPOSED WORK:

PLEASE NOTE: DOING THIS TAKES MUCH LONGER THAN YOU THINK. START EARLY AS BUSY CONTRACTORS CAN TAKE MONTHS TO PROVIDE ESTIMATES.

- Confirm that house is designated. ✓
- Confirm the eligibility of your project. ✓
- If more that two (2) projects, list them individually on a separate sheet of paper. ✓
- Enclose at least **two (2)** estimates for each project.
- Enclose photos of all proposed work and all four (4) side of the house if not on file.
- If requesting paint, enclose color scheme and paint chips (See Guidelines).
- Add the HST into the estimate if you want to be paid for it.

PROJECT NO. 1		
Ventilation for roof of house: Ventilation not adequate in attic. Vents and a stronger fan need to be added for circulation: No estimate sheet. Needed contractor advice on what was required.		
Estimated start date: APRIL-MAY		Estimated completion date: APRIL-MAY
Contractors:	Estimates: (GST and PST)	
1	ARGO METAL (1785 + 480.00 + 271.80)	2482.80
2	TOP TRADE (1995.00 + 480.00 + 297.00)	2772.00
3		

Shirley Leggett

From: Gina Connor <connor.gm@hotmail.com>
Sent: Wednesday, December 21, 2022 6:26 AM
To: Shirley Leggett
Subject: (External Email) 762 Ralph Street Grant Application
Attachments: 20221221_093515.pdf; 20221221_101431 (1).pdf; 20210409_141306.jpeg; 20210703_103029.jpeg

Follow Up Flag: Flag for follow up
Flag Status: Flagged

This email sent from outside the District of Saanich. Use caution if message is unexpected or sender is not known to you.

Good morning Shirley:

I hope you are doing well in the snowy conditions. I am currently in Nova Scotia and have missed the storm.

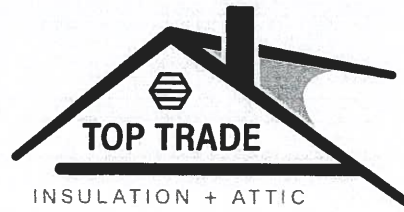
Please find enclosed my 2 grant requests for 762 Ralph Street for the 2022 year to be submitted to the committee for consideration. One is for painting an exterior wall and the other for a roof ventilation system.

I did not complete the roof ventilation estimate sheet because I needed the contractors to tell me what I needed. I conducted an energy audit on my house and there were problems with my attic space and lack of ventilation. I explored what was best to maintain the building as is as best as possible. Soffits at the gable ends in general would be the easiest but is not an option because of the existing roof structure. I would assume it would have been done originally if it was possible. The second was to put vents in the soffit which has the potential to destroy the existing stucco and potentially become non-reparable without significant restoration (assuming I could even find someone to do this work). No one that I have spoken to recommended this course of action given the stucco on my soffits two stories up. The best option was to find the lowest profile venting system that would remove the condensation/circulate the air in my attic (I have early signs of mold in the insulation and it needs to be removed). The current system simply isn't working and I don't want to risk damage or getting a sick house. So, low profile vents and a strong enough circulating fan was the best option recommended to minimize the impact on the aesthetics and beauty of the home while maintaining proper ventilation for this particular structure.

As for the painting, I know the previous owners painted three sides of the house with one of the Benjamin Moore Historical Collection paints. I currently don't have the exact name of the colour of my house but I know it is one of the following: Stuart Gold, Bryant Gold or Dorset Gold. The house would not be painted in any colour other than the colour it is right now as only one wall (the north side) needs to be completed. Details are enclosed in the actual estimates themselves.

I am sending a picture of my application and mailing the hard copy today for your records. I also enclose a picture of the front of the house and the only one I have of the rear, though I note there are better ones in one of the painting estimates. I will send follow up emails concerning the estimates in follow up emails due to size.

Should you have any further questions or concerns, please do not hesitate to contact me.



6694 Doumont Road • Nanaimo, BC, V9T 6H1 • Phone: 1-833-422-8842

Gina Connor
Phone: 613.890.8810

762 Ralph St
Saanich, BC V8X 3C9

Job Address:
762 Ralph Street
Victoria, BC V8X 3C9

Print Date: 2022-11-02

Proposal for Gina Connor

Hi Gina,

Here is a proposal to upgrade the attic insulation to current code and ventilate the attic using the solar fan as your main exhaust and roof vents for intake airflow.

Please let me know if you have any questions at all or if you would like to see any changes/updates made to your proposal.

If you'd like to go ahead and get onto our install schedule, click "Approve" and the office will be in contact with you in 1-2 business days in order to collect a deposit and schedule a day and time to complete the work for you.

Sincerely,
David Wontner
Project Manager - Top Trade Insulation & Attic
C: 778 834 3669
E: davidw@ttia.ca
Website: www.ttia.ca

Items	Description	Qty/Unit	Unit Price	Price
Hatch Opening Buildup Attic Access Buildup	- Add a permanent plywood build up - Create an insulation dam around attic hatch	1 each	\$150.00	\$150.00
Fiberglass R28 Blow In C28 - FiberGlass	Install Fiberglass R28 Blow-In Insulation to attic - Supply and Install Starting R Value: R28 Finished R Value: R56	1,500 sq ft	\$2.09	\$3,135.00
Solar Powered Roof Vent (Replacing Whirly Bird) RV - Solar1500	- Replace existing whirly bird on roof with solar attic fan - Sisco Sentinel - Up to 1500sqft - Supply and Install - Unit Price	1 each	\$1,995.00	\$1,995.00

Roof Vent Installation (Intake Vents) RV - Vents	- Supply and Install to the lower portion of roof - Allow solar fan to draw fresh air from far corners of attic - Unit Price	4 each	\$120.00	\$480.00
Seal & Insulate Attic Hatch Lid ALI - Add Insulation	- Seal attic hatch lid using weather stripping - Insulate attic hatch lid using spray glue and cut to size piece of batting insulation	1	\$0.00	\$0.00
Seal Vent Piping using Proper Aluminum Tape APT - Vent taping	- Seal vent piping in back of attic using the proper aluminum tape - Currently duck tape being used to seal venting	1	\$0.00	\$0.00

Total Price: \$5,760.00

All work performed is guaranteed for 1 year to be of quality professional grade. We are a Preferred Contractor through the Better Homes BC program and follow their strict quality control. Mold Stain treatment is Guaranteed for 1 year to be free from signs of staining.

All totals in this proposal are before tax. Upon acceptance of this proposal, we will add 5% GST to the invoice total payable upon completion of work. Also, once job has been accepted we will ask for a 20% deposit during the scheduling process.

I confirm that my action here represents my electronic signature and is binding.

Signature: _____

Date: _____

Print Name: _____



PROJECT NO. 2	
Painting of north side of house only. other 3 sides are fine. Colour will remain exact same BM historical collection colour.	
Estimated start date: APRIL - MAY	Estimated completion date: APRIL - MAY
Contractors:	Estimates: (include GST and PST)
1	Pride Painting \$ 3722.19
2	Envision Painting \$ 3585.75
3	\$
CONSULTANT OR SPECIALIST (if applicable)	
Name:	Company:
Address:	Postal Code:
Phone:	
Project:	\$
TOTAL VALUE OF PROJECT(S):	\$

As the owner(s) or authorized agent for the above named property, I/we hereby agree that:

Check to confirm

- I/we have read, understood and will comply with the current **Application Requirements**.
- I/we have read, understood and will adhere to the applicable SHF *Rehabilitation Do's and Don'ts*.
- Taxes on the above property are not in arrears and the property is covered by current comprehensive home and fire insurance.
- I/we are not involved in any ongoing or pending zoning or bylaw enforcement disputes with the Municipality of Saanich.
- All necessary authorizations and permits of the Municipality of Saanich will be obtained before work commences.
- I/we shall not commence work without a written letter of approval from the Saanich Heritage Foundation (SHF) acknowledging that to do so will jeopardize the awarding of the grant.
- I/we shall not involve the SHF in any action between myself/ourselves and any contractors, estimators, employees, workers or agents, rising from the work on the heritage building.
- Photographs and documents submitted to the SHF may be used for educational purposes and for fundraising.
- I/we will contact the SHF to pick up a SHF sign when work is to commence and display on the property while work is underway or for 10 days whichever is greater.
- The project(s) will be commenced in the year of application.

*****INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED*****

Signature of Owner(s) Gina Conner

Signature of Authorized Agent (if applicable) _____

Date Dec 21, 2022

The information on this form is collected under the authority of the Heritage Conservation Act. The information provided will be used to assess the criteria for restoring the exterior of a heritage building. If you have any questions about the collection and use of this information, please contact the Municipal Clerk, 770 Vernon Avenue, Victoria, BC, V8X 2W7, Telephone (250) 475-1775.

**Saanich Heritage Foundation, c/o Saanich Municipal Hall,
770 Vernon Avenue, Victoria BC V8X 2W7**

Phone (250) 475-1775 Extension 3513; Fax (250) 475-5440 <http://www.saanich.ca/EN/main/parks-recreation-culture/heritage/your-heritage-building/house-grants-program.html>



Proposal

2210-2113-4767

2022-11-03

GST# 833719800 RT0001

WCB# 781144

Pride Painting Ltd
3260 Bellevue Rd
Victoria BC V8X 1C1
robert@pridepainting.ca
778-535-7655

Gina Connor
762 Ralph St
Saanich . .
connor.gm@hotmail.com
613-890-8810

762 Ralph St - Exterior Side.
762 Ralph St, Saanich, . . .

Prep and Paint

Description

Unit Price

Quantity

Total

Stucco Siding - Back Side of house.

\$3,414.94

1.00

\$3,414.94

All pricing includes: Paint, Material & Labour

Prep and Paint

Areas Include:

- **Stucco Siding** 2 Coats of Paint applied.
- **Covered areas** 2 Coats of Paint applied.
- **Soffits** 2 Coats of Paint applied.
- **If 3rd coat of Paint is required to achieve full colour change to white or had to cover colours, additional time and material cost will be applied.**

Project Details.

The following procedures will be applied as necessary to your particular job under normal conditions.

- **Initial walk through:** When starting project we will do an initial walk thru together to go over scope of project, details and any special requests.
- **Work station:** In a protected and convenient area of the home we will setup our paint and supplies as a work and pouring station.
- **Furniture:** Will be carefully moved away from siding of home and protected with plastic as needed.

- **Drop sheets:** Will be used to protect surfaces.
- **Scraping:** Any loose, rough or failing paint will be scraped off.
- **Patching:** Gaps, cracks and holes along siding or trim will be filled with an elastomeric patching compound.
- **Primer:** To be used on bare wood, metal or vinyl surfaces before painted.
- **Caulking:** Any open gaps along trim and walls will be filled with caulking.
- **Sanding:** Rough surfaces to be sanded to smoother desirable finish.
- **Tidy up:** At the end of each day we will do a tidy up of the project and our working areas, and at the completion of the project a more thorough cleanup will be done.
- **Remaining paint:** Leftover paint will be left with our customer and labeled where used for their future reference.
- **Final Inspection:** Once completed, we will do a final walk thru with our customer to look over our work and finish off any remaining touchups for our satisfied customer.

Paint Specifications unless otherwise stated.

- **Area:** Exterior Siding.
- **Brand:** Sherwin Williams.
- **Name:** Super Paint.
- **Sheen:** Low-Lustre.

<i>Description</i>	<i>Quantity</i>	<i>Total</i>
<u>*Low Pressure Soft Wash*</u>	380.00	\$380.00

We do all cleaning with a low pressure Soft Wash method. Which means injecting a soap like chemical mixture through the pressure washer and onto your home to kill all algae and mold and not just spread the water.

Areas to be Washed Include: Siding and Trim.

The mixture is:

- 60% Water.
- 10% Gain.
- 30% Sodium hypochlorite.

As it is pulled from machine it gets pulled at a 10:1 ratio so by the time it reaches the home it is a mild mixture with no harmful effects to plants or animals.

It is very important to have a clean surface to work with before applying paint which makes the portion of project vital. This warrants our work and insures a long lasting life span of the paint on your home.

<u>Flyer Discount</u>	1.00 1	\$-250.00
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- North Side only, Stucco substrate.
- Working with the Yellow Benjamin Moore colour. Client has it on file.
- Will likely need to mask off custom downspouts for protection.
- Hard Access to sloped roof area and Peak is hard to reach due to obstruction.

<i>Subtotal</i>	\$3,544.94
<i>Tax</i>	\$177.25
<i>Total</i>	\$3,722.19

This estimate is valid for the next 60 days, after which values may be subject to change.

Pride Painting Guarantee & Liability

- \$5 Million in liability for homeowners protection
- Top quality paints to be used
- Work to be done at client's convenience
- All garbage and empty paint cans removed once project is complete
- Work to be done in consecutive day's weather permitting
- Will not leave until inspection is done!

Contract Agreement

The parties agree that total estimated amount in proposal associated with this account will be paid as follows:

- 10% deposit required to have your project booked and placed into our calendar schedule.
- Once the work is completed on the project to your satisfaction the remaining balance is to be collected.

Additional Costs

Our final invoice balance may increase if our original scope of work as described and agreed upon changes. If we come across a reason the scope of work could change, we will always notify and make our suggestion to our customer first before a change is made. Reasons an additional cost may be applied are as follows:

- Additional work that was not included in our original scope of work is added on to the project.
- An unforeseen circumstance arises from the project that our customer and ourselves were initially not aware of.
- Any changes that are made to our original scope of work. This could include the decision to change which areas are to be painted, or what colours are to be used.
- A 3rd coat of paint is required to achieve a full colour change, this may happen with hard to cover colours.

Please take special note of job description. Pride Painting Ltd is not required to perform any projects or tasks not specifically listed.

Warranty breakdown

Conditions: If after the beginning work, defects or unforeseen conditions arise which could not reasonably have been recognized by the contractor upon first inspection, and the client desires the necessary work to be done, the client agrees to pay additional charges.

Previous coat breakdown: Pride Painting warranty covers the integrity of the paint that was applied only. Should a previous coat breakdown, Pride Painting will not be responsible. A few examples of this happening are:

- There are too many layers of paint on the area (Too much weight).
- Improper preparation by previous painter (Dirt. Moisture, lack of primer).
- Older paint that has lost its elasticity (ability to hold together and stick to the surface).
- Pride Painting's layer of paint is sticking to previous coat has broken down.

Customer/Owner Expectation

The Tentative start date of your project will be..... I will let you know the actual days as the week approaches. Weather can play a large role in producing a painting project and for the same reason we may ask to start a bit early or may have to push the date back.

Project Manager will manage job sites when I am not there. Any minor concerns should be brought up with him/ her. Project manager cannot agree to take on extra work. I will be on site once or twice per day checking on things and making sure you are happy.

Surface Finish of the project must be discussed at the time of the estimate/ the industry standard of performing preparation work is a scraping loose and flaking paint than feather sanding the edges so the ridges are not as noticeable (Ridges will be more noticeable the more layers of paint there are on the house). After sanding any dust is wiped away and a coat of primer is applied to the bare surface. This process works towards sealing the surface so that we may guarantee the work for one year. Should more extensive preparation be desired (Re- finish_ this must be discussed at the time of the estimate. This option can only be done on a time and materials basis. Hours will be calculated daily on a per man hour basis to make sure you are aware of where the project stands.

Colour Change Will almost always take two coats or more. There is no such thing as "putting it on thick". Putting it on thick will cause problems with the final finish of the surface. If you decide on a colour change between the time of the estimate and the work being done, the cost of applying a second or (more) coat(s) will have to be calculated into the price of the job before it begins. If you chose a colour out of my color fan, I will do a test patch and get your "OK" on the color. If we then go ahead and paint a section of the house or even the whole house and you decide that you do not like the colour after all, I will have to charge you to re-do the work with another colour you choose. You will be charged for labor, paint and my mark- up, this could take two or more coats depending on the extent of the change.

Please keep in mind that if at the time of the estimate you have indicated that you would like the color to stay the same or that a light colour be applied, I have quoted based on the rough colours you indicated that you would like. Should you change your mind on the colour (to a dark color that will not cover well for example.) or decide to have several different colours instead of just one or two, this will add to the estimated cost. I will calculate this cost and we will both sign off on the additions. We will not start work until this is signed off on.

Painters can actually do a lot of work in the damp weather. They can paint underneath areas that are not being hit by the rain and they can do preparation such as washing scraping and sanding. Please keep this in mind that we will not do anything to affect the final finish or durability of your paint job

(we guarantee everything for two years) but we do need to keep things rolling as we have a short four-month painting season.

When painting doors, we will need them to be unlocked. Doors are usually painted first thing in the morning, allowing maximum dry time. Latex should be left to dry before a door gets closed and Oil products need eight to ten hours to avoid damage to the finish.

When the job is done I would appreciate if I could leave some business cards with you to generate referral clients. This is a very important part of our marketing program.

Painters will need to use a washroom while painting and I would appreciate it if you would allow access to one. They will be sure to remove their shoes before entering your house and keep everything clean.

Upon satisfactory of job completion (client walk around with any touch ups completed). I would appreciate it if as per the front of the agreement, a cheque for the balance of the job could issued for the day the job finishes. As a seasonal business, keeping up with my labor costs and paint bills requires me to be paid for work performed in a timely manner. For commercial client's cheque requisition can take some time, I shall invoice you well in advance of completion so a cheque for the completed project can be ready for when we are done. I will not ask for the cheque until you have signed off on the job. Thank you for your consideration. Upon job completion and satisfaction, please recommend us to your friends and family. A reference letter as well as a list of referrals goes a long way in helping us book up our summer. Thanks again for choosing to go with me and Pride Painting for your painting needs.

- Minimal: Job not guaranteed, minimum scraping to remove loose flakes only.
- Standard: Job guaranteed. Scrape to remove all loose paint, "feather" sanding to edges of paint failures. Sanded edges will be visible when the job is completed, but prevention of moisture penetration is guaranteed. The more existing coats of paint on your home, the more evident the edge will be.
- Refinish: Job guaranteed. Complete paint removal, thorough sanding to entire surface. Done on an hourly basis only.

For additional work added on without a properly prepared quote we charge an hourly rate of \$55 / hr for a senior employee and \$40 / hr for a junior employee. Depending on the scope of work required and if more materials are needed to get the job done materials will be added on to the cost of the project.

Owner reserves the right to make changes in the Scope of Work and alterations in material. Pride Painting Ltd. shall make no changes in the work without issuance of a written change order this can be done via phone or email. Pride Painting Ltd. shall charge an additional of \$200 + GST minimum for change in scope of work. This covers paint, materials, reorganizing the project and restructuring our production schedule to accommodate this change. Change of work orders must be approved and agreed up within a 4 hour window. This is to ensure we keep the project moving to not cause further delays with your project and other client's in the production schedule.

Guarantee Registration

Please keep this for as it acts as a guarantee and invoice. We will not perform guarantee work unless this form is presented. Should you have any questions please call 250-816-1641.

What is guaranteed: Pride Painting guarantees all painting workmanship and material for 2 years from the date on this agreement.

What is not guaranteed

- A previous coat of paint breaks down underneath our applied coat (see above).
- Moisture content of surface exceeds 14%.
- Roof Leaks, structural damage, bursting pipes, construction failure (i.e. gaps in joints) that cause our paint to fail.
- Mold or Mildew growth. (This is a maintenance issue, not a painting issue).
- Decks, Floors, Steps, any walked on surfaces and fences.
- Stain work may only be guaranteed only if two coats are applied.
- Work done with products supplied by client that were not approved by Pride Painting.
- Pride Painting not paid in full when the work is complete.
- Eavestroughs and downspouts.
- Varnish applied on an exterior.
- Client selects colors darker than white for vinyl siding.
- Fading.
- Substance bleeding through applied paint.
- Aluminum roof surfaces.
- Please be sure work paid in full is complete. Incomplete work is not warranted and is the sole responsibility of the home owner.

Note: If during the preparation of your job, job conditions arise that make it impossible to guarantee your job, you will be notified. *Guarantee work is limited to repainting the failed area originally painted. Guarantee work will be performed only in the summer months (June - August) at no cost to the client. Guarantee work must be requested before July 1st or will be unable to perform the work until the following summer.

These conditions are usually detected at the time of the estimate, but some may not become apparent until scraping begins. Although not common, these conditions may include wood that is dozy, poorly constructed wooden windows, or various types of moisture damage. This agreement is valid only during the summer of the year in which it was issued.

Buyers right to cancel: You may cancel this contract from the day you enter into the contract until 10 days after you receive a copy of the contract. You do not need a reason to cancel. If you do not receive the goods and services within 30 days of the date stated in the contract, you may cancel this contract within one year of the contracted date. You lose that right if you accept delivery after the 30 days. There are other grounds for extended cancellation. For more information you may contact your provincial - territorial consumer affairs office. If you cancel this contract the seller has 15 days to refund your money and any trade-in or the cash value of the trade in. You must give notice of cancellation by a method that will allow you to prove that you gave notice, including registered mail, telephone or by personal delivery.

Sincerely,

Robert Collins.

I agree to the contract price pursuant to the terms of this agreement

Signature

Date

EXTERIOR QUOTE

NOV 26, 2022



GINA CONNOR

762 Ralph St
Victoria, BC
V8X 3C9

WORK SAFE BC

We can help you with

Painting, Drywall and minor carpentry
Residential and Commercial

craig@envisionpainting.ca
(250) 884-4356

INTRODUCTION

Hi Gina,

Thank you for the opportunity to quote on the exterior painting of your home. Please find your estimate below along with upgrade options for potential improvements to your project, if applicable.

The following estimate is for:

1. Preparation of specified surfaces as outlined
2. Supply of all products and materials
3. 2 Full finish coats to all selected surfaces (see quote details)
4. **Spotless Cleanup:** Tidy worksite maintained throughout - drop sheets used at all times. Mask prior to spraying (if applicable).
5. Safety certification and coverage for all employees
6. Full Licensing to work in your geographical region
7. Final inspection of all work completed by you the owner
8. 3-Year Workmanship Warranty on complete projects

We don't want you to be personally liable should a worker happen to get injured therefore, we maintain current liability insurance for all employees and crews. We carry \$3,000,000 liability insurance.

Once the job is complete, we will inspect your project to make sure we did everything correct and up to our strict standards and site is spotless.

Please note that all interior projects (painting, drywall repairs, etc...) are available for a 15% discount effective November through March. Any price listed for interior work on this quote has not had the discount applied.

If you have any questions, please give me a call. We always want to provide the best service to our clients.

Kind regards,

Craig Brazier
craig@envisionpainting.ca
2508844356

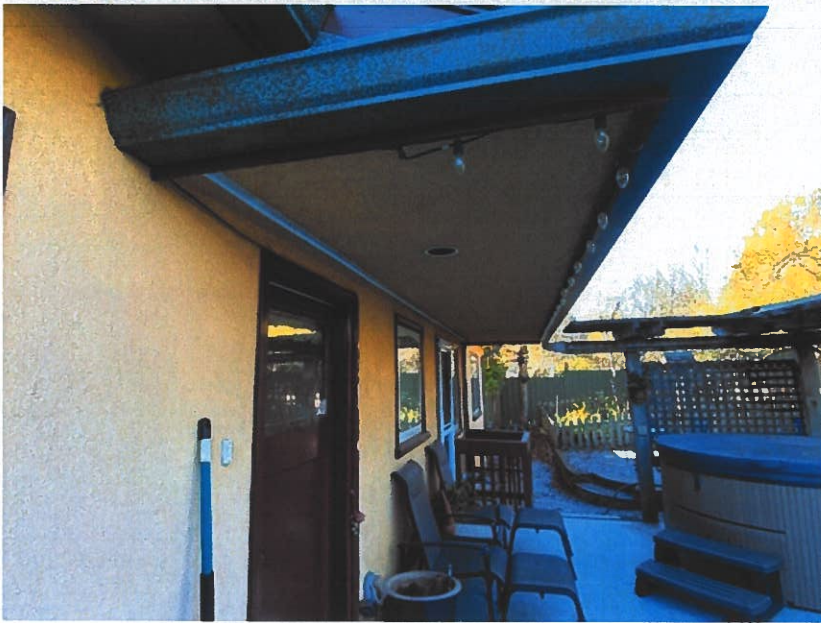
INSPECTION



All stucco at the back of the house



Includes the stucco soffits and both sides of the dormer.



EXTERIOR QUOTE

Description

Exterior of the house:

Siding (Matched to the colour code):

All stucco at the back of the house. Includes the stucco soffits at the back and both sides of the back dormer.

EXCLUDED AREAS - Exterior Areas Excluded from Quote:

Stucco at front, left and right sides, Trim, metal, vinyl.

Prep focus

Soft wash of all surfaces to be painted ahead of time by a professional washing company. The painters will hand wash on site as required.

Cover and protect all surfaces not getting painted. Use drop sheets, plastic and tape to ensure surfaces are protected.

Remove downspouts and house numbers as required prior to painting, and reinstall upon completion.

Product Information

Siding: Dulux Weatherguard (Acrylic latex paint formulated for excellent weather resistance)

Quote subtotal	\$3,415.00
GST (5%)	\$170.75
Total	\$3,585.75

AUTHORIZATION PAGE

Exterior quote

\$3,585.75*

Name: Gina Connor

Address: 762 Ralph St, Victoria, BC

*Includes taxes

Estimates valid for 60 days from date of estimate / A 30% deposit is required upon signing before any project can be confirmed and scheduled

Optional upgrades

Description	Qty	Unit price	Line total
<input type="checkbox"/> Option to upgrade Siding paint to Diamond	1	\$195.00	\$195.00

Customer Comments / Notes

Gina Connor:

Date:

TERMS & CONDITIONS

THIS CONTRACT FOR PAINTING SERVICES is made by and between the Customer and Envision Painting Ltd.

1. **Definitions.** As used in this agreement, the following terms have the following meaning:
 - a. "Contractor", or "We" means Envision Painting Ltd.
 - b. "Customer", "You" or "Your" all mean the owner of the property or the person who signs the Contract.
 - c. "Contract" means this Contract.
 - d. "Contract Price", or "Proposal" means the proposal submitted to the Customer by the Contractor which describes the painting work the Contractor agrees to perform and the estimated cost to the Customer for performing the work specified in the Proposal.
 - e. "Painting Services", "Services", or "Work" all mean the work described in the Proposal, which the contractor has agreed to perform for the customer.
2. **Services Provided by the Contractor.** Unless otherwise stated, the Contractor hereby agrees to furnish the labour, paint, materials, and supplies necessary to perform the Painting Services described in the Proposal in accordance with the terms and conditions contained in the Contract. The Customer agrees to pay the Contractor Price for the Painting Services in accordance with the Payment Schedule.
3. **Changes in the Service.** Any changes to the Services described in the Contract that require additional time will be charged at an hourly rate of \$75 + materials if no written quote is requested prior to commencing the additional work. Specialty work such as drywall repairs, wallpaper, carpentry, etc may be more than \$75/hr. You understand and agree that if You request any changes to the Services, You may incur additional charges and that the completion of the work may be delayed.
4. **Safety Precautions.** The Contractor will take reasonable safety precautions in performing the Work. The Contractor will comply with applicable laws, ordinances, rules, regulations, and orders of public authorities for the safety of persons and property.
5. **Rain Days.** We make every effort to keep production moving during rain days; however, should rain occur, production will be delayed, and Your job start and/or completion dates will be affected. We cannot be held responsible for delays resulting from weather, or costs incurred due to delays as specified in point 12.
6. **Payment Schedule.** The Customer agrees to pay the Contractor the Total Payment upon completion of the Work.
7. **Pets.** You are responsible for your pets. We are not responsible for managing the safety of any animals.
8. **Cancellation & Refunds.** This contract may be cancelled by a mutual agreement between the Customer and the Contractor. Any cancellation agreement must be in writing to be considered valid. All payments, including deposits, progress payments, final payments, and any other payments made are non-refundable.
9. **Severability.** The invalidity or unenforceability of any provisions of the Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect.
10. **Promotions.** No promotions may be used to retroactively discount the proposal after You have signed and agreed to the set price outlined on the proposal.
11. **Discounts.** All coupons, promotions and/or discounts must be presented at the time of the quote.
12. **Validity.** All quotes are valid for a period of 60 days from the date at the top of the contract. Unless clearly specified, work scheduled for more than 90 days out are subject to price increases based on our labour and material increases.
13. **Late Payments.** 2% Interest charge per month after 30 days of invoice date.
14. **Scope of the Job.** This job description determines what will be painted. Anything not listed is considered excluded.
15. **Property Damage.** The Contractor will take every precaution to avoid property damage. If property damage does happen as part of an accident, the Contractor will reduce the agreed price, or pay out the necessary amount to cover the costs. If the Homeowner has concerns regarding any faulty part of their property (fragile roof tiles, rotten staircases, etc.) they need to address these concerns before any work starts. Depending on the scope of the fault, a surcharge may apply. A plan to avoid damage to these areas will be agreed upon; however, the Contractor will not assume responsibility for damage to these areas if access to these areas was necessary for proper completion of the Services. If

I acknowledge that I have read and understand this page. Initials: _____

the Homeowner does not bring to light these concerns or conditions, or is unaware of them, the same result will apply: The Contractor will not be liable for damage to weakened parts of the home and property that could not have been reasonably avoided.

16. **Standard of Prep.** All prep work will be done to such a standard so it allows the coating to last as long as the environmental conditions permit, and allows us to warranty applicable surfaces. Regular Prep, unless clearly specified in the contract, does not include: filling knots in wood, caulking gaps in soffits or hardie board, caulking trim to siding, sanding/patching ridgelines between barewood/previous coatings.
17. **Improving Ridgelines.** Any work feathering ridgelines by sanding, stripping or skim coating is to be billed hourly.
18. **Previous Paint Failures.** The Contractor is not liable for any previous paint failures that are not apparent before work commences.
19. **Top Coat Tension.** Top Coat Tension is when older, existing coatings fail and present as bubbles. This is predominantly caused when the new coating is applied, and in the act of drying, "pulls" on the existing surfaces. This "tension" presents a new force on the older, existing coatings and may cause some areas to fail and present as bubbles. This is not the fault of poor preparation, as the only guaranteed way to avoid this is to completely strip/remove all existing coatings, which is not necessary for most projects. The Contractor cannot accept full responsibility for correcting all bubbles. We will allow for some time to correct them, but as they may continue to appear, and cannot be accurately forecasted at the time of the estimate, We cannot indefinitely repair them. On projects where this may be an issue, We will conduct a client walkaround upon completion of the prep stage, and once We have painted the first coat, We will go through one time, and repair all bubbles. Any repair work on bubbles that appear after that is billable.
20. **Colour Selection.** All colours must be selected two weeks prior to the scheduled start date. Any changes after that may delay production and will incur a delay of job fee (5% of job value).
21. **Colours & Colour Scheme.** The colour scheme is always quoted as is, unless clearly specified. Choosing additional colours will result in extra charges. Deep and/or bright colours, or selecting the opposite colour (light over dark or vice versa) may require more than two (2) coats of paint. This will result in additional charges (billed hourly).

I acknowledge that I have read and understand this page. Initials: _____



Limited Three-Year Warranty

Subject to the limitations set forth below, for a period of 36 months from the date of completion of the work described on the contract or proposal, Envision Painting (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

For this warranty to be valid, you must:

- Pay the full contract price.
- Retain a copy of the original contract & submit the Warranty Registration Form
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

This limited warranty does not cover:

- Any work where the Contractor did not supply the paint or other materials.
- Any work not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs, and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar.
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse, or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alterations, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.
- Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred.

This limited warranty is the only expressed warranty made by the contractor and is in lieu of all other warranties, expressed or implied. This warranty covers only those services provided by the contractor to the original purchaser named on the front of the contract or proposal. In no event shall the contractor be liable for incidental or consequential damages or damages in excess of the original contract price. This warranty may not be altered or extended for any purpose unless done so in writing in a document executed by all parties to the contract.

Sincerely,

Craig Brazier

Tristan Hulscher



LEGISLATIVE SERVICES

Memo

File: 1180-20 - SHF

To: Paul Arslan, Director of Finance
From: Shirley Leggett, Secretary, Saanich Heritage Foundation
Date: January 11, 2023
Subject: Secretarial Services for Saanich Heritage Foundation – July 1, 2022 to December 31, 2022

Please invoice the Saanich Heritage Foundation (care of Legislative Services) for Secretarial services provided from July 1, 2022 to December 31, 2022, in the amount of \$7,012.33

Also, please bill the Foundation separately for \$209.27 for stationary, overhead costs, photocopying, postage and mileage.

The total amount for secretarial support and associated costs for the period July 1, 2022 to December 31, 2022 is \$7,221.60.

Please credit to account number 2080.3772.

Thank you.

Shirley Leggett
Secretary, Saanich Heritage Foundation

/sl
Attachments

**JULY 1, 2022 TO DECEMBER 31, 2022 INVOICING TO SAANICH
HERITAGE FOUNDATION FOR OFFICE WORK, BANKING, MEETING
ATTENDANCE AND AGENDA/MINUTE PREPARATION**

July	23.00 hours at \$41.99	\$965.77
August	22.00 hours at \$41.99	\$923.78
September	42.00 hours at \$41.99	\$1,763.58
October	33.00 hours at \$41.99	\$1,385.67
November	33.00 hours at \$41.99	\$1,385.67
December	14.00 hours at \$41.99	\$587.86
	<hr/>	
	167 hours at \$41.99	\$7,012.33
TOTAL	157 hours at \$41.99	<u>\$7,012.33</u>

JULY 1, 2022 TO DECEMBER 31, 2022 POSTAGE, MILEAGE, STATIONARY

Misc. postage for invoices, etc.	25 x 1.07	\$26.75
	4 Registered letters (rent increases)	\$45.37
Mileage		\$38.35
Stationary	\$70.00	\$70.00
	TOTAL	<u>\$180.47</u>

SAANICH HERITAGE FOUNDATION
(Incorporated under the Society Act of B.C.)

STATEMENT OF RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2022

	OPERATING ACCOUNT		GRANT ACCOUNT		HALL HOUSE		DODD HOUSE	
	2022	2021	2022	2021	2022	2021	2022	2021
RECEIPTS								
Dist. of Saanich grant	17,000.00	17,000.00	18,000.00	18,000.00	12,033.84	11,856.00	17,393.04	17,136.00
Book sales	74.85	-	-	-	-	-	-	-
Rental income	-	-	-	-	103.45	213.81	188.43	181.77
Interest on account	-	-	-	-	12,137.29	12,069.81	17,581.47	17,317.77
Interest on G.I.C.'s	17,074.85	17,000.00	130.45	313.10	18,130.45	18,313.10	-	-
DISBURSEMENTS								
Grants paid to homeowners	15,571.85	17,066.30	23,319.38	11,471.44	-	-	-	-
Office & Secretarial costs	765.00	765.00	-	-	1,470.00	7,875.00	1,470.00	8,489.25
Insurance fees	-	-	-	-	9,465.11	9,506.04	14,172.92	20,061.77
Building Condition Reports	-	-	-	-	-	-	-	-
Maintenance expenses	16,336.85	17,831.30	23,319.38	11,471.44	10,935.11	17,381.04	15,642.92	28,551.02
EXCESS (DEFICIENCY) OF RECEIPTS OVER DISBURSEMENTS	738.00	(831.30)	(5,188.93)	6,841.66	1,202.18	(5,311.23)	1,938.55	(11,233.25)
BANK & G.I.C.'S - BEGINNING OF YEAR								
BANK BALANCE	10,469.20	11,300.50	61,385.41	54,856.85	5,379.72	10,904.76	37,122.07	48,537.09
G.I.C.'s	10,469.20	11,300.50	34,299.10	33,986.00	29,557.15	29,343.34	32,114.14	31,932.37
	<u>10,469.20</u>	<u>11,300.50</u>	<u>95,684.51</u>	<u>88,842.85</u>	<u>34,936.87</u>	<u>40,248.10</u>	<u>69,236.21</u>	<u>80,469.46</u>

Shirley Leggett

From: Silvia Exposito
Sent: Friday, December 23, 2022 2:10 PM
To: Shirley Leggett; Art Joyce; James Thomson (angus86@uvic.ca); Sarah Anderson (sarah.m.anderson1@gmail.com); Sheila Colwill; Sonia Nicholson; Veronica McEllister
Cc: Karen Harper; Cameron Scott
Subject: RE: Saanich Heritage Foundation

Follow Up Flag: Flag for follow up
Flag Status: Flagged

Hi Everyone

Just a note to let you know that the Heritage Foundation FAQ is now posted on the website at: [Heritage | District of Saanich](#)
And more specifically [Heritage - Frequently Asked Questions | District of Saanich](#)

For the next SHF meeting the only item I have would be the FAQ, if members can take a look at the website and see if we need any adjustments to be made. I have no other items at this time. Following recent SHF meetings, we are in the process of writing the reports for 931 Woodhall Designation, 3579 Quadra Removal and Blenkinsop Designation, once completed they will be considered by Council.

Please note that I will be away during the holidays from December 28-January 13th and will miss the SHF January 10th meeting, during my absence if there is something pressing, please contact Cam Scott, Manager Community Planning whom I am including to this email (cc).

Looking back at this year and all the great work of the Saanich Heritage Foundation, I would like to thank each one of you for your time, dedication and passion for heritage. In addition to managing Saanich heritage properties, providing feedback and assisting heritage home owners in so many ways, Foundation members found time to create the Heritage Passport, a first and free activity for Saanich residents. The passports have been very popular over the summer and fall. Thank You to Sonia who initiated the project, and a BIG THANK YOU to each of you for your work, contribution to the Saanich Heritage Foundation.

Wishing you a wonderful Holiday Season, Merry Christmas!

Best wishes,

Silvia

Silvia Exposito AICP MCIP RPP
Heritage Planner

Community Planning
District of Saanich
770 Vernon Avenue
Victoria BC V8X 2W7
p. 250-475-5494 ext. 3404
f. 250-475-5430



Heritage - Frequently Asked Questions

Do you have questions about heritage buildings in Saanich? Do you own one, or are you thinking about buying one? Curious about designation and the processes involved? We've put together this handy guide to get you started.

If you don't see your question here, send it our way! Contact the **Saanich Heritage Foundation** at Shirley.Leggett@saanich.ca.

We're happy to be a resource for heritage in Saanich.

1. How old does a house have to be to be considered "heritage"?

Age is only one factor in determining heritage. The history, use, architect, owners, architectural features and uniqueness are also considered.

2. What is the difference between "heritage designated" and "heritage registered"?

"Heritage designated" carries a higher level of protection and recognition, and is approved by Saanich Council through a Heritage Designation Bylaw. Designation generally applies to the exterior only, though interior or landscape features can be included.

"Heritage registered" means that a house has documented historical value, but has not been designated and protected by bylaw.

To receive a House Grant for any restoration to your home, it must be designated not registered.

The Saanich Heritage Register book includes both types of recognition, and hundreds of properties. There are heritage registered and designated properties in all of the Local Areas in Saanich!

3. What is the process to have my house designated or registered?

To explore adding your property to the Heritage Registry, please contact the Saanich Planning Department.

To have it designated, start by filling out the Saanich Heritage Application for Heritage Designation. Return the form, along with the required supporting documentation, to the Saanich Planning Department (planning@saanich.ca). For assistance with historical information, contact Saanich Archives (archives@saanich.ca) or the Saanich Heritage Foundation (Shirley.Leggett@saanich.ca).

You are strongly encouraged to hire and work with a Heritage Consultant to prepare a Statement of Significance. This will speed up the process and provide clear documentation of character defining elements.

4. What is a Statement of Significance (SOS)?

A SOS is a succinct way of expressing heritage value for the property.

There are three parts of an SOS:

- o Description of the historic place
- o Identification of the key heritage values assigned to the historic place
- o List of its principal character-defining elements

5. I own a heritage house. Is there any financial support available?

Yes! The Saanich Heritage Foundation administers a house grant program for restoration and upkeep work. Owners of Designated Heritage properties are eligible to apply.

Grants are based on up to 35% of project costs on approved work, to a maximum of \$10,000 per year per house. Applications are due by December 31 each year. For more information and to apply view the House Grants Program web page.

Please refer to our Restoration guideline for House Grants.

6. Can I renovate my heritage house? Are there any restrictions to what I am allowed to do?

Designation generally applies to the exterior of the house, so interior renovations don't require permission (unless the interior is also designated). We encourage homeowners to retain original features, though!

Owners may not alter the exterior of a building, make a structural change, or construct an addition to a building, without a Heritage Alteration Permit similar to a Building Permit.

The first step is to apply for a Building Permit.

Similarly, demolition also requires an application for de-designation and/or removal from the Heritage Register, as well as required supporting documentation.

In both cases, the application will come to the Saanich Heritage Foundation for comment and recommendations, which will be forwarded to Saanich Council and considered as part of the decision-making process. We encourage you to contact us (planning@saanich.ca) at the start, or even before, the process to start a dialogue.

7. How do I have my heritage house de-registered or de-designated?

We urge you to consider keeping your house on the register or designated list — it's an important part of our local history. If you would like to know more about its history, please contact the Saanich Heritage Foundation or Saanich Archives.

When your house was designated, a by-law regarding that designation was put into place. It was designated as a Municipal Heritage Site under Sections 967, 968 and 969 of the B.C. Local Government Act.

If you would like to de-register or de-designate your home you will have to prepare your case to be reviewed by Council. You may want to include a building condition assessment and hire a Heritage Consultant to prepare a heritage assessment, to organize your case for de-designation. We also encourage you to contact Saanich Planning staff to explore options for retaining your heritage building, including potentially as part of a larger development.

The application will come to the Saanich Heritage Foundation for comment and recommendations, which will be forwarded to Saanich Council and considered as part of the decision-making process. We encourage you to contact us at the start, or even before, the process to start a dialogue.

Contact Us

Planning

Phone: 250-475-5471

Email: planning@saanich.ca
