

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
TUESDAY, JANUARY 13, 2015 AT 5:30 P.M.

Present: Brad Shuya, President; Ross O'Connell, Vice President (6:05 pm); Andy Jani; Ken Johnson; Robert Townsend; Bernard von Schulmann; and Councillor Sanders, Council Liaison (5:55 pm)

Regrets: Sheila Colwill; Art Joyce, Treasurer; and Andrew Rushforth

Staff: Jane Evans, Planner; and Shirley Leggett, Secretary

Introduction of new members and Council liaison

Minutes: Moved by K. Johnson and Seconded by A. Jani: "That the Minutes of the November 26, 2014 Regular Meeting be adopted as circulated."

CARRIED

2015 HOUSE GRANTS PROGRAM – RESTORATION GRANT APPLICATIONS (SUMMARY)

The President provided an overview of the Restoration Grant Program for the benefit of the new members.

The owners of the following properties submitted 2015 Restoration Grant Applications for the following projects:

1744 Kisber Ave. – Chimneys and masonry repairs
35% Grant portion based on lowest quote - \$3,647.43

CBC Masonry	\$11,676.00
Romax Masonry	\$10,421.25

1744 Kisber Ave. – Replace gutters and downspouts
35% Grant portion based on lowest quote - \$762.56

Victoria Gutter Installation	\$2,178.75
Irwin Industries	2,814.00

1744 Kisber Ave. – Replace fourteen (14) windows
35% Grant portion based on lowest quote – \$5,357.61

Oakridge Windows	\$15,307.46
Westeck Windows	\$25,297.35

1744 Kisber Ave. – Exterior Painting
35% Grant portion based on lowest quote – \$1,146.25

Top Quality Painters	\$ 3,275.00
White Knight Painting	14,482.65
Brad McDonnell	7,754.65

Members asked the Secretary to contact the owners and have them get more details from Top

Quality Painters with respect to their quote and the prep work prior to painting.

4320 Torquay Drive – Replace/repair shingles prior to exterior painting
35% Grant portion based on lowest quote – \$1,750 to \$2,450

Stan Hollebhone \$5,000 to \$7,000

4320 Torquay Drive – Exterior painting
35% Grant portion based on lowest quote – \$8,360.73

Eco Island Painting \$27,037.50
Sunset Painting 23,887.80

1996 Ferndale Road – Replace twenty-two (22) windows
35% Grant portion based on lowest quote - \$1,896.30

PNR Screens \$5,418.01

5930 Pat Bay Highway – Gutter replacement
35% Grant portion based on lowest quote - \$441.00

Vintage Roofing \$1,260.00

5930 Pat Bay Highway – Roof replacement
35% Grant portion based on lowest quote - \$2,866.50

Vintage Roofing \$ 8,190.00
18,900.00
19,425.00
Victoria Roofing \$11,319.00

2895 Colquitz Ave. – Gutter replacement
35% Grant portion based on lowest quote - \$637.61

Acme Gutterworks \$3,131.84
Victoria Gutters 1,821.75

MOVED by R. O’Connell and Seconded by K. Johnson: “That the 2015 Restoration Grant Applications be received.”

CARRIED

2015 GRANT APPLICATION TO COUNCIL – DEADLINE FEBRUARY 1, 2015

Members discussed the 2015 grant application to Council and reviewed the total amount of restoration grant work received for 2015. The amount is based on five (5) grant applications totalling \$78,760.02 in work. The Foundation’s potential contribution based on 35% is estimated to be \$27,565.99. Administrative and secretarial costs for 2014 were approximately \$10,000.

A discussion ensued and members agreed that they would submit a grant application to Council

in the amount of \$42,000 to cover the grant applications, administrative and secretarial costs, and continuing education/conference costs for Foundation members for 2015.

Members also discussed sending letters in October to all owners of designated heritage properties reminding them of the December 31 deadline for grant applications as well as doing a mail-out to registered property owners promoting the benefits of heritage designation.

MOVED by K. Johnson and Seconded by A. Jani: “That a Grant Application in the amount of \$42,000 be submitted to Council to cover the cost of grant applications, administrative and secretarial charges, and continuing education/conference costs for Foundation members for 2015.”

CARRIED

K. Johnson volunteered to prepare a brief Power Point presentation to accompany the Foundation’s grant application to Council.

INVOICES FOR SECRETARIAL SERVICES AND ADMINISTRATIVE COSTS - JULY 1 TO DECEMBER 31, 2014

Draft invoices in the amounts of \$4,558.68 for Secretarial Services provided from July 1 to December 31, 2014 and \$304.25 for postal charges, mileage, photocopying, and stationary and overhead costs.

MOVED by R. O’Connell and Seconded by K. Johnson: “That cheques be issued from the Operating Account in the amounts of \$4,558.68 and \$304.25 for secretarial services and other associated administrative costs for the period of July 1, 2014 to December 31, 2014.”

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

For the benefit of the new Foundation members, the President provided a brief history of both Stranton Lodge and Dodd House and how they are managed by the Foundation.

The President stated:

- The stucco on the exterior of Stranton Lodge is due for repainting; he’ll get some estimates; he asked the Secretary to check the files and see when it was last painted.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

The Secretary advised that the tenant had contacted her with respect to the dishwasher at Dodd House not operating properly (the dishes were not getting clean) and if a service person could be called to come and take a look at it. It was suggested that she run a couple of loads using vinegar and that it may help to clear any blockages in the lines. If that didn’t work then a service person should be called. It was also suggested that it may be time to replace the dishwasher depending on what the service call reveals.

TREASURER’S REPORT – UPDATE

The Treasurer was not present to provide the latest account balances.

3844 HOLLAND AVENUE (DESIGNATED) – BUILDING PERMIT APPLICATION FOR AN ACCESSORY BUILDING

The Planner stated:

- She would like the members to review the building permit application for 3844 Holland Avenue and provide comment.
- The existing residential dwelling on the property is designated heritage.
- A building permit application has been submitted for an accessory building to serve as a studio on the property; the site is zoned A1 – Rural Zone.
- The proposed studio will be detached from the main dwelling and is approximately 730 square feet in size.
- A few members of the Foundation visited the site last year upon the owners' request. The owner was considering at that time, to apply to construct an addition onto the heritage designated dwelling.
- This proposal has been brought forward to the Foundation for information only; any concerns will be communicated to the applicant for their consideration, however, the Foundation and the Planning Department do not have the authority to impose changes to a building permit proposal on land that is not designated. This type of authority may only come from Council.
- This application is a building permit application only and Planning and Building Department staff are reviewing it; it will not be going forward to Council and a Heritage Alteration Permit is not required.

Committee discussion noted:

- The close proximity of the proposed studio to the existing dwelling is a concern; it could impact the character of the existing heritage dwelling.
- It's a large piece of property; it would be better if the proposed studio were moved further away from the existing dwelling.

MOVED by K. Johnson and Seconded by A. Jani: "The Saanich Heritage Foundation recommends that the proposed location for the accessory building (studio) be moved further away from the existing heritage dwelling and within the existing site setbacks, as it may impact the character of the existing heritage dwelling."

CARRIED

HERITAGE DESIGNATION BYLAW, 2014 (1245 BURNSIDE ROAD WEST), NO. 9292

Copy of the Heritage Designation Bylaw No. 9292 and copy of the letter to the Registrar of Historic Places advising of the designation.

770 VERNON AVENUE (DESIGNATED – MUNICIPAL HALL) – PROPOSED DESIGNATION OF INTERIOR

Councillor Sanders, Chair, Arts, Culture and Heritage Advisory Committee (ACH), stated:

- The motion to designate the interior of the Municipal Hall went to Council; there was positive response to the motion and she anticipates that it will likely be approved.
- Some of the integrity has been lost in the entryway area and work related materials are beginning to creep into public areas; the brochure rack does not really fit in the entryway area.

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- The Foundation will be asked to help identify elements of the interior that should be included in the designation.
 - The Planner advised that the land around the perimeter of the Municipal Hall is designated.

SAANICH HERITAGE REGISTER

In response to questions from Foundation members with respect to the Saanich Heritage Register, the Planner stated:

- The Heritage Register was last updated in 2005; recent on-line editing has been done.

Members agreed to have further discussion with respect to the Heritage Register at their February meeting.

ADJOURNMENT

The meeting adjourned at 7:45 pm.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, February 10, 2015 at 5:30 p.m.** in **Committee Room #1**.

..... CHAIRPERSON