

MINUTES OF THE
SAANICH HERITAGE FOUNDATION MEETING
HELD AT SAANICH MUNICIPAL HALL
COMMITTEE ROOM #2
TUESDAY, MAY 8, 2018 AT 5:30 P.M.

Present: Ross O'Connell, Vice President; Art Joyce, Treasurer; Mark Brown; Sheila Colwill; Ken Johnson; Alvin Lau; Robert Townsend; Katherine Whitworth; and Councillor Sanders

Regrets: Brad Shuya, President; Megan Squires, Planner

Staff: Shirley Leggett, Secretary

Minutes: MOVED by S. Colwill and Seconded by A. Joyce: "That the Minutes of the April 10, 2018, Regular Meeting be adopted as circulated."

CARRIED

286 BURNSIDE ROAD EAST – APPLICATION FOR HERITAGE DESIGNATION

Heritage Designation application from the owners of 286 Burnside Road East.

The Planner who was going to present the heritage application did not make the meeting due to a last minute scheduling conflict so members voted to defer the item until the June 12th regular meeting.

MOVED BY K. JOHNSON AND SECONDED BY S. COLWILL: "That the Heritage Designation Application for 286 Burnside Road East be deferred to the regular June 12, 2018 Heritage Foundation Meeting."

CARRIED

A brief discussion ensued and the following was noted:

- It was suggested that owners applying for heritage designation should be responsible for providing a Statement of Significance (SOS) subject to approval of their application.
- The Heritage Foundation only receives one or two heritage designation applications per year.
- Some homeowners are reluctant to pursue heritage designation due to perceived limitations it could place on their property once it's designated.
- It costs about \$600 to have someone with the expertise to prepare an SOS; the Foundation does not want to create obstacles or hardships to prevent an owner from applying for heritage designation.

2018 HOUSE GRANTS PROGRAM – APPROVAL OF RESTORATION GRANT APPLICATIONS AND ASSIGNMENT OF FOUNDATION LIAISONS

MOVED by K. Johnson and Seconded by A. Joyce: "That the following 2018 Grant Applications be approved and Foundation liaisons be assigned:

1955 Saltair Cres. – Exterior Paint

35% Grant portion based on lowest quote - \$4,691.13 – R. O'Connell liaison

Brad McDonnell Painting

\$13,403.25

3710 Craigmillar Ave. – Replace/Repair Exterior Shingle Siding/trim/belly band
35% Grant portion based on lowest quote – \$5,586.00 – S. Colwill liaison

Brokop Roofing 15,960.00

1040 Burnside Road West – Repair Foundation
35% Grant portion based on lowest quote – \$10,000.00 Maximum – R. Townsend liaison

True Level Concrete \$31,447.50

3956 Stan Wright Lane – Replace Roof
35% Grant portion based on lowest quote - \$7,218.89 – A. Lau liaison

Square Deal Roofing \$20,625.41

1744 Kisber Ave. – Footing and Foundation Repairs and Replace Perimeter Drains
35% Grant portion based on lowest quote - \$10,000.00 Maximum – B. Shuya liaison

Built-Rite Structural Services \$59,892.00

CARRIED

TREASURER’S REPORT – UPDATE

The Treasurer provided the following Statement of Receipts and Disbursements as of April 30, 2018:

Grant Account:	\$32,720.03	GIC’s:	\$33,069.02
Operating Account:	\$ 3,695.54		
Hall House Account:	\$11,457.13	GIC’s:	\$28,395.93
Dodd House Account:	\$25,935.57	GIC’s	\$30,508.37

MOVED by K. Johnson and Seconded by S. Colwill: “That the Statement of Receipts and Disbursements for the period ending April 30, 2018 be received for information.”

CARRIED

1248 BURNSIDE ROAD WEST (STRANTON LODGE) – UPDATE

As the President was absent, the Secretary stated:

- The tear-out of the kitchen will begin Monday, May 14th. They hope to have the kitchen functioning again by Friday, June 1.
- The tenants are busy removing all the items from the old kitchen cabinets, walls and shelving. There will be a plastic barrier installed to the kitchen so the tenants will be still living there during the renovation.

K. Johnson advised that he spoke to the Saanich Sign Shop and they agreed to make an interpretive sign for Stranton Lodge similar to the one they did a few years ago for Dodd House.

4139 LAMBRICK WAY (DODD HOUSE) – UPDATE

S. Colwill stated:

- She did her annual walk-around with the tenants to see if there were any deficiencies in the house or yard that should be addressed.
- She has a list of things for Trevor to take of: there are some hinges in the kitchen that need to be replaced/repared; the toilet seat and deadbolt lock broke and both need to be replaced.
- The tenants are doing a really good job of maintaining the gardens and lawn and she would like to increase what we paid them in 2017.
- Last year we paid them \$400 in May and again in October. She would like to increase that to \$500 for each of May and October.
- She's going to have some gravel delivered and the tenants will spread it on the driveway.
- She's also going to get some quotes to replace the windows above the kitchen sink with opening windows. The two original windows are long and narrow; perhaps the space can be divided into three windows.

The Secretary advised that the last rent increase for both Dodd House and Stranton Lodge were October 1, 2017. She will put it on the June agenda for discussion.

SAANICH HERITAGE REGISTER

As a follow-up to previous discussions regarding updating the Saanich Heritage Register, the Secretary was asked to put it on the November agenda so that members can discuss submitting an application in January/February 2019 for a grant to Canada Works. The grant funding could be used to hire a student to do research with respect to updating the Register.

SHELBOURNE MEMORAIL AVENUE ACTION PLAN – PROGRESS REPORT

The Shelbourne Memorial Avenue Action Plan was presented to the Saanich Arts, Culture and Heritage Committee in October 2017 and was unanimously endorsed.

In November 2017, Saanich Council passed a motion that the Action Plan be supported in principle and that staff be directed to bring forward a report on options for funding.

ANNUAL HALLMARK AWARDS NIGHT – MAY 1, 2018

S. Colwill advised that the owners of 5789 Brookhaven Road (Norfolk Lodge) received an Award of Merit at the Annual Hallmark Awards Night for their extensive restoration work that they did.

6187 HUNT ROAD – NOTICE OF MEETING – DEVELOPMENT VARIANCE PERMIT AND HERITAGE DESIGNATION APPLICATION

Report from the Director of Planning dated April 5, 2018 and Notice of Meeting for Monday, May 14, 2018 pertaining to a Development Variance Permit and Heritage Designation Application for 6187 Hunt Road.

K. Johnson commented that he will try to attend the meeting in the President's absence and speak in support of the heritage designation application.

1245 BURNSIDE ROAD WEST – 2016 GRANT TO REPLACE FRENCH DOORS

The Secretary advised that she had contacted the owners of 1245 Burnside Road West regarding the progress of their 2016 grant application and was told that they were not able to complete the restoration work in the allotted timeframe and that they would re-apply for a grant once they were actually ready to do the work.

ADJOURNMENT

The meeting adjourned at 6:30 pm.

NEXT MEETING

The next Regular meeting of the Saanich Heritage Foundation will be held **Tuesday, June 12, 2018 at 5:30 p.m.** in Committee Room #2.

..... CHAIRPERSON